



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, February 12, 2024 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, February 12, 2024 04:30 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

- [1.](#) Proclamation - Rotary Club of Mission 119th Anniversary - Carrillo
- [2.](#) Proclamation - Black History Month - Carrillo
3. Recognition of Mission High School Junior Class - Torres
4. Presentation of 2023 Annual Crime Report - Torres
5. Paint Mission Beautiful Presentation - Mendiola
6. Report from the Greater Mission Chamber of Commerce – Enriquez
- [7.](#) Departmental Reports – Perez
8. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

9. Conditional Use Permit Renewal: 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, and Adoption of Ordinance# _____ - De Luna

CONSENT AGENDA

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

10. Approval of Minutes – Carrillo
Regular Meeting – January 22, 2024
Special Meeting – January 24, 2024
11. Acknowledge Receipt of Minutes – Perez
Shary Golf Course – December 13, 2023
Citizen’s Advisory Committee – December 12, 2023
Parks & Recreation Board – December 12, 2023
Mission Tax Increment Reinvestment Zone – November 28, 2023
Mission Redevelopment Authority – November 28, 2023
Mission Economic Development Corporation – November 29, 2023
Mission Economic Development Authority – November 29, 2023
Mission Education Development Council – October 25, 2023
Ambulance Board Meeting – October 19, 2023
Civil Service Commission – December 13, 2023
12. Authorization to Solicit bids for Disaster Shelter Concrete Pad and Carport at the Parks and Recreation Building utilizing CDBG funds - Garcia
13. Approval of Resolution # _____ supporting the proposed Anacua Senior Village, Ltd. application to the Texas Department of Housing and Community Affairs - Carrillo
14. Approval of Resolution # _____ amending Resolution 1878 Section 5 calling a General Election in Mission, Texas to be held on May 4, 2024 providing for polling places and other matters relating to said election. – Carrillo
15. Approval of Resolution # _____ to conduct joint elections with Mission Consolidated Independent School District in accordance with Texas Education Code Section 11.0581 - Carrillo
16. Approval of Resolution # _____ to conduct joint elections with Sharyland Independent School District in accordance with Texas Education Code Section 11.0581 - Carrillo
17. Request by County of Hidalgo Elections Department to use Central Fire Station for the 2024 Elections in the event of an emergency and on November 5, 2024 – Carrillo

- [18.](#) Authorization to terminate contract between City of Mission Fire Department and EMS Consultant Armando Martinez – A. Garcia
- [19.](#) Authorization to enter an agreement between the Texas Department of Public Safety and the City of Mission Police Department, in reference to the Texas Gang Intelligence Index – Torres
- [20.](#) Authorization to Solicit Bids for Construction of Restrooms - Bentsen
- [21.](#) Authorization to extend first one-year renewal for On-Call Geotechnical and Material Testing Services to Millennium Engineers Group, Inc. - Bocanegra
- [22.](#) Authorization to enter into a Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. and the City of Mission – Bocanegra
- [23.](#) Approval of Resolution # ____ recommending the use of WorkinTexas.com as the Primary Employment Platform for Local Employers – Andy Garcia
- [24.](#) Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY25 Project Safe Neighborhood Grant Program to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative- Elizalde
- [25.](#) Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY24 State Homeland Security Program (SHSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative- Elizalde
- [26.](#) Approval of resolution No. _____ authorizing the submittal of a grant application for the FY25 Local Border Security Program (LBSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative. - Elizalde
- [27.](#) Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY24-25 Regional Solid Waste Grant Program to the LRGVDC and authorizing Mayor as the Authorized Representative - Elizalde
- [28.](#) Authorization to purchase a total of thirty (30) Standard Duty Front Load Containers and ten (10) Standard Duty Slant Front Load Containers from Wastequip via BuyBoard Contract #686-22 - Mendiola
- [29.](#) Authorization to surplus machinery and equipment - Vela

APPROVALS AND AUTHORIZATIONS

- [30.](#) Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph I Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna
- [31.](#) Ordinance # ____ of the City Council of the City of Mission, Texas amending Ordinance 5236 regarding Electioneering within city property, providing for compliance and setting a fine for violation thereof – Carrillo
- [32.](#) Approval on Second Reading of Resolution # ____ of the City of Mission, ordering and calling a Charter Election on proposed charter amendments, during General Election on May 4, 2024, and other matters relating to said election. - V. Flores
- [33.](#) Authorization to lease/purchase golf course equipment from United Ag & Turf via Sourcewell Grounds Maintenance Contract # 031121-DAC (PG BT CG 76) - Fernuik

- [34.](#) Authorization to execute a Fourth Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Police & Fire Substation #6 Project - Terrazas
- [35.](#) Authorization to execute a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Walsh Road Expansion Project - Terrazas
- [36.](#) Authorization to execute a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Hoerner Street Project - Terrazas
- [37.](#) Authorization to award contract to Kinloch Equipment & Supply, Inc. for the lease of Specialized Heavy Equipment via Sourcewell Cooperative Purchasing Contract #093021-ELG - Avila
- [38.](#) Approval of Resolution # _____ supporting the proposed senior development “The Bryan” an application to the Texas Department of Housing and Community Affairs - Longoria
- [39.](#) Approval of Amendment No. 1 to Professional Services Agreement between City of Mission and Emergicon, LLC – A. Garcia
- [40.](#) Approval of Amendment No. 2 to Professional Services Agreement between City of Mission and Emergicon, LLC for Fire/Emergency response billing through Emergifire – A. Garcia
- [41.](#) Approval of Ordinance# _____ Establishing and Implementing a Billing Program through Emergifire, LLC. for the Deployment of Emergency and Non-Emergency Services by the City of Mission Fire Department – A. Garcia
- [42.](#) Authorization to engage with Bickerstaff, Heath, Delgado, and Acosta (Kevin Pagan) for Civil Service Attorney – J. Lerma
- [43.](#) Acceptance of the December 2023 Tax Collection Report - Vela

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

City Council Comments

Mayor's Comments

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to City of Mission v. Ricardo Martinez and Petra Martinez, Cause No. CCD-0696-F (City Attorney, V. Flores)
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Fatima E. Garcia Guillot v. City of Mission, Cause No. CL-23-4928-E. (City Attorney, V. Flores)
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Esther Pena v. City of Mission, Cause No. CL-24-0074-D (City Attorney, V. Flores)

4. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to City of Mission v. Warehouse Event Center, LLC DBA Blackout Private Social Club and MGV Investment Group, LLC, Cause No. C-3374-23-M (City Attorney, V. Flores)

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

1. Consideration and action, if any, related to City of Mission v. Ricardo Martinez and Petra Martinez, Cause No. CCD-0696-F.

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 9th day of February, 2024 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 **12th day of February, 2024** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **9th day of February, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:30 p.m. on said date.



 Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, the Rotary Club of Mission, Texas was chartered in 1920 and is celebrating 104 years of service to its community, and the world, and

WHEREAS, Rotary International is a world-wide service organization founded on February 23, 1905, with a membership of 1.4 million professionals and business leaders around the world in 46,000 clubs, grouped into 529 Districts, and 34 Zones, and

WHEREAS, the Rotary motto “Service Above Self” inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world, and

WHEREAS, Rotary International’s vision statement is “Together, we see a world where people unite and take action to create lasting change – across the globe, in our communities, and in ourselves,” and

WHEREAS, The Rotary Foundation is a public charity that transforms donations into life-changing, sustainable projects that address seven areas of focus: promoting peace, fighting disease, providing clean water, sanitation and hygiene, saving mothers and children, supporting education, growing local economies, and protecting the environment, and

WHEREAS, the Rotary Club of Mission, Texas is engaged in community-based projects funded locally and through The Rotary Foundation, such as Growing Next Generation FARMERS, with the Mission Consolidated Independent School District, to address hunger, workforce development, and enhancing entrepreneurship skills among high school students, and

WHEREAS, the Rotary District 5930 South Texas and all of its Clubs are committed to promoting peace in our community, our schools, and our families;

NOW, THEREFORE, We, the City of Mission, Texas, call upon all its citizens to recognize and celebrate the 119th anniversary of the founding of Rotary International on February 23, 2024, and congratulate our Rotarians for their commitment to serve our community.

PROCLAIMED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega-Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, during National Black History Month, we celebrate the vast contributions of Blacks to our Nation's history and identity; and

WHEREAS, each year, February is designated Black History Month to remember and reflect on the tribulations faced by the Black community while learning from the vibrant culture and history and celebrating its many invaluable contributions; and

WHEREAS, shining a light on Black history today is as important to understanding ourselves and growing stronger as a Nation as it has ever been. That is why it is essential that we take time to celebrate the immeasurable contributions of Black Americans, honor the legacies and achievements of generations past, reckon with centuries of injustice, and confront those injustices that are still relevant today.

WHEREAS, the 2024 national theme for the observance is "African Americans and the Art." This theme acknowledges the legacy of digital, literary, visual and performing arts of Black trailblazers and innovators who revolutionized their fields, often transforming them by pioneering new techniques and styles of art.

WHEREAS, the City of Mission is deeply committed to equity and inclusion and as such, honors the contributions made by our Black community and wishes not only to acknowledge them but to commemorate and celebrate the contributions made by local residents; and

WHEREAS, our community is better because of their contribution, resilience, and fortitude who contributed in art, music, sports, academic, business and economics and the overall progress and wellbeing of Mission's growth and development; and

NOW, THEREFORE, we, the City Council of City of Mission proclaim the Month of February 2024 as:

"BLACK HISTORY MONTH"

and encourage all residents to honor and join in the celebration of Black American history, contributions, and culture.

PROCLAIMED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega-Gerlach, Councilwoman

Alberto Vela, Councilman



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: February 12, 2024
PRESENTED BY: Randy Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:

Public Works – October, November 2023
Community Development – December 2023
Mission Fire Prevention – January 2024
City Secretary – January 2024
RGV State Cemetery – January 2024
Civil Service – January 2024
311 – January 2024
Grants Department – January 2024
Information Technology – January 2024
Boys & Girls Club – January 2024

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Public Works

October 2023 Monthly Report



Summer Breeze Road Maintenance

Streets Construction Project



Public Works Projects



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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	OCT - 2023	OCT - 2022	FY 23-24	FY 22-23
Water Consumption (Gals.)	469,067,000	404,426,000	469,067,000	404,426,000
Number of Customers	30,051	29,654		
WATER & WASTEWATER				
Water Sales	\$ 1,479,366	\$ 1,146,811	\$ 1,479,366	\$ 1,146,811
Water Sales - <i>Granjeno</i>	2,938	2,356	2,938	2,356
Connections	29,100	10,660	29,100	10,660
Reconnect Fees	7,225	17,380	7,225	17,380
Sewage Service	774,959	528,850	774,959	528,850
Sewage Service - <i>Granjeno</i>	1,238	1,281	1,238	1,281
Industrial Sewer Surcharge	0	325	0	325
Wastewater Assessment	8,920	5,115	8,920	5,115
Service Charge	8,411	3,667	8,411	3,667
Garage Sales & Other	4,235	3,382	4,235	3,382
Total	\$ 2,316,392	\$ 1,719,827	\$ 2,316,392	\$ 1,719,827
SANITATION				
Garbage Fees	\$ 622,873	\$ 603,690	\$ 622,873	\$ 603,690
Brush Fees	103,051	68,307	103,051	68,307
Total	\$ 725,924	\$ 671,997	\$ 725,924	\$ 671,997
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 105,311	\$ 85,631	\$ 105,311	\$ 85,631
Total	\$ 105,311	\$ 85,631	\$ 105,311	\$ 85,631
Total Billing	\$ 3,147,627	\$ 2,477,455	\$ 3,147,627	\$ 2,477,455
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	OCT - 2023	OCT - 2022	FY 23-24	FY 22-23
Total Collections	\$ 2,273,671	\$ 1,651,601	\$ 2,273,671	\$ 1,651,601

Water Distribution

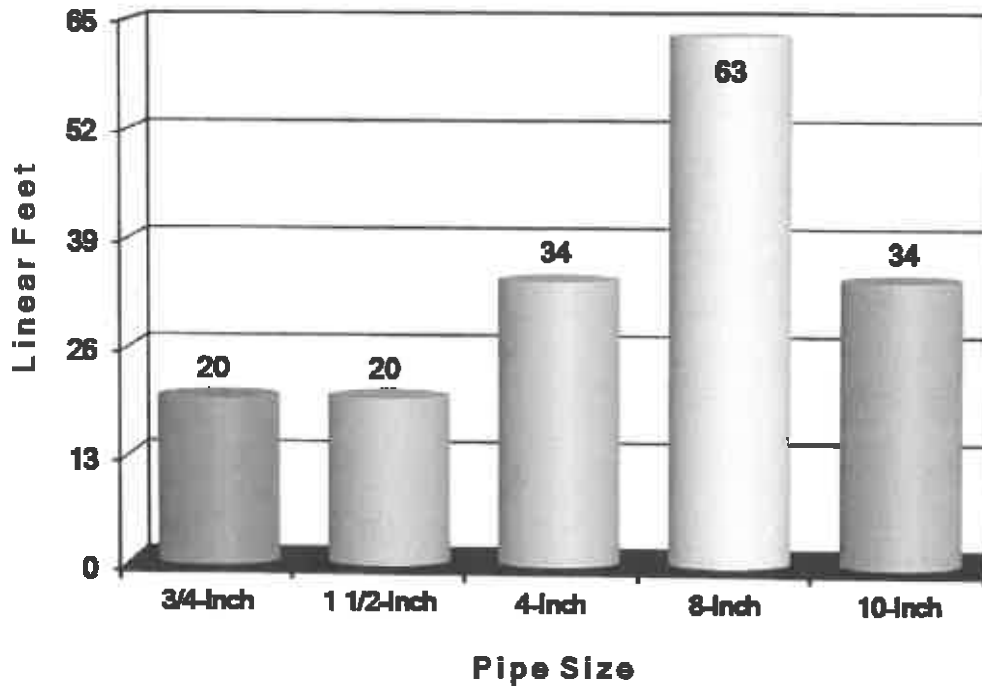
Utility Line Installation

Water Distribution Crews installed a total of 171 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were eighteen (18) major water line breaks repaired.

Water Distribution Utility Line Installation

3/4-Inch	1 1/2-Inch	4-Inch	8-Inch	10-Inch
2807 Bryan Rd 20'	920 E Griffin Pkwy 20'	3527 Beatty 14'	S Farm to Mkt 494 20'	Stewart / Vatia 20'
		214 Glasscock 20'	Stewart / Vatia 43'	Sewer Lift Sta 42 14'
20 LF	20 LF	34 LF	63 LF	34 LF

October 2023 Utility Pipe Line Installation

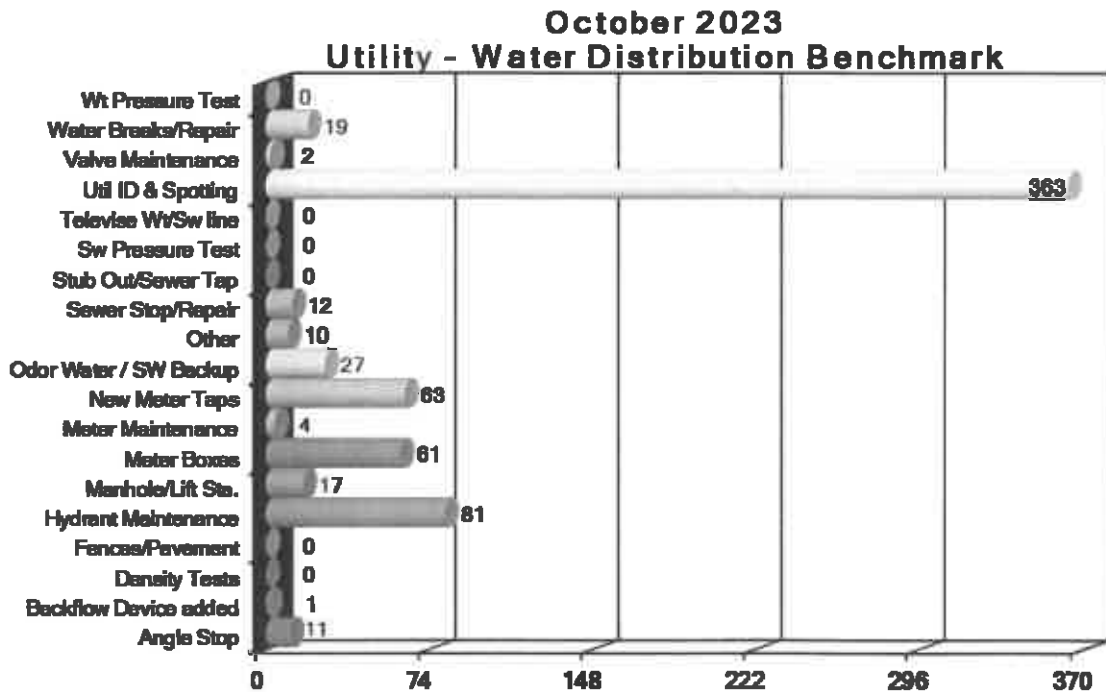


Water Distribution

Water Distribution - Maintenance Benchmark Summary

The following is Water Distribution's maintenance benchmark summary for October 2023.

Service Type	October	YTD 23-24	FY 22-23
Angle Stop	11	11	132
Backflow Device	1	1	0
Density Tests	0	0	529
Fences/Pavement	0	0	10
Hydrant Maintenance	81	81	357
Manhole/Lift Station	17	17	92
Meter Boxes	81	61	499
Meter Maintenance	4	4	67
New Meter Taps	63	63	507
Odor Water	27	27	271
Other	10	10	104
Sewer Stop/Repair/Tap	12	12	216
Stub Out	0	0	0
Sewer Pressure Test	0	0	154
Televise Sewer line	0	0	0
Utility ID & Spotting	363	363	7,630
Valve Maintenance	2	2	22
Water Break/Repair	19	19	340
Water Pressure Test	0	0	99
Totals	671	671	11,029



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-eight (38) sites below.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Amber Grove	2/2023		2 1/4 Troesper	Under Construction
3	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
4	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
5	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
6	Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
7	Bryan Pointe PH II	2/2023		Bryan / 1 st Street	Under Construction
8	Camellas Plaza	9/2023		FM 495 / Bryan	Under Construction
9	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
10	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
11	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
12	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
13	Cross Church	7/2023		Expressway / Glasscock	Under Construction
14	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
15	El Coyote	9/2023		4 Mile La Homa Rd	Under Construction
16	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
17	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
18	Garden Path	9/2022		Taylor / FM 495	Under Construction
19	IHop	2/2023		North Conway	Under Construction
20	Lantana Landing	2/2022		2 3/4 Mile / Troesper	Under Construction
21	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
22	Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
23	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
24	Manok Harbor Freight	2/2023		Frontage / Conway	Under Construction
25	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
26	Monarza Estates	9/2023		3 1/2 N Mayberry	Under Construction
27	Mr. Marquez Superior Grant	7/2023		Shary / 4 th Street	Under Construction
28	Palmetto Estates	9/2023		Barnes St	Under Construction
29	Plantation Grove Town Homes	9/2022		Plantation Boulevard	Under Construction
30	Quest Gateway	5/2023		Frontage / Bryan	Under Construction
31	Ragland Village	1/2023		Business 83 / Ragland	Under Construction
32	Sendero Phase I	1/2023		1 Mile South	Under Construction
33	Sendero Phase II	2/2022		1 Mile South	Under Construction
34	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
35	Shary Town Plaza	7/2023		Shary / 4 th Street	Under Construction
36	Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
37	The Shops At 495	8/2022		FM 495 / Conway	Under Construction
38	Turtle Cove	8/2023		Mile 3 / White Oak	Under Construction

2023-24 Water & Wastewater Major Ongoing Construction Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
N. Conway Sewer Improvements	5,280 LF (Mile 2 to Mile 3)	90%	90%	\$ 667,110	RDH Site & Concrete LLC

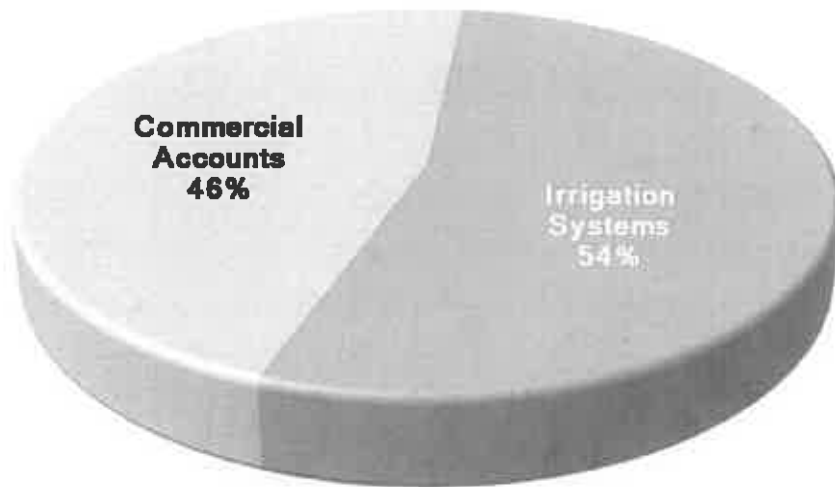
Water Distribution - Backflow Prevention Inspections

There were twenty-three (23) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination for October.

2023-24 Backflow Inspections

Tests / Surveys	October	YTD 23-24	FY 22-23
Inspection of <i>Commercial</i> Accounts	9	9	80
Inspection of <i>Sprinkler</i> Accounts	14	14	165

October 2023 Backflow Prevention Inspections



Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 369 miles of sewer lines by responding to 27 sewer backups and 703 work orders this month.

2023-24 Sewer Collection Lift Station Inspections

Service Type	October	YTD 23-24	FY 22-23
Lift Stations Inspections	703	703	6,280
Televised Sites	0	0	0
Televised Feet	0	0	0

Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 475.301 million gallons of water.

2023-24 Water Million Gallons (MG)

Avg	Max	Min	October	YTD 23-24	FY 22-23
15	19	13	475	475	4,915

Parameters Exceeded: N/A

Rainfall: 1.6"

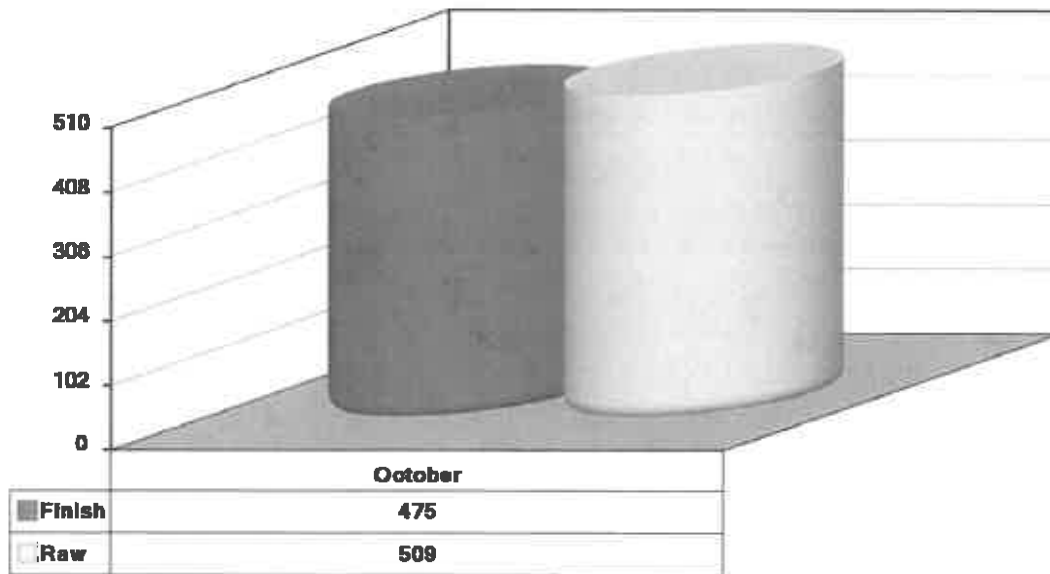
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- J&J replaced filter drain valve on Train A.
- C&C Company started removing sludge.
- Operators cleaned liquid ammonia containers.
- J&E replaced a drive on High Service Pump 2.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Operators worked on the Backflow Preventer.
- At the Reservoir, we had a power outage.
- City Crew completed to clean sludge from South Plant Reservoir.
- Operators replaced 10-inch valve on Plant 1.
- Operators performed daily and monthly water lab analysis, backwashed and cleaned required filters. Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.

**Water Treatment Plants
2023-24 Raw & Finish Water
Million Gals. (MG)**



Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 218.410 million gallons of Wastewater.

2023-24 Wastewater Million Gallons (MG)

Avg	Max	Min	October	YTD 23-24	FY 22-23
7.0	7.6	6.5	218	218	2,719

Wastewater - Wastewater Plant Status

No violations this month and Plant operated at 55.05% capacity; Rated at 13.5 mgd; Yearly averaged 7.432 mgd; There was 1.60 inches of rainfall this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation.

Wastewater - Staff Developments

Saith Rodriguez, Travis Ray Dunn and Juan Cortez will soon be testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. The Plant is planning to hire a Chief Operator to aid in the process control of processing water samples, process control and TCEQ compliances.

Wastewater - Facility Activities

The Supervisory Staff continued to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant will upgrade the UV Disinfection Systems. Xylem and the City of Mission have reached an agreement to start work plans on the rehabilitation of the Disinfection System. Plans to rehabilitate the Disinfection System will allow the disinfection process to continue for an extended period of time without the added cost of new construction to main structures. Other Rehabilitation Projects will soon be looked at for the Main Lift Stations and Clarifier covers for the expansion side of the Plant.

Wastewater - General Maintenance

Staff maintained grass trimmed, initiated preventive maintenance on equipment as deemed necessary; (automatically) exercised two emergency generators once a week. In-house repairs were as follows:

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a daily basis.
5. Maintenance Crew worked on Aerators 1 through 6 to wash and clean bolts and add grease to prevent water damage.
6. Maintenance Crew worked on oil leakage for Aerator 5.

7. Maintenance Crew worked on oil reservoir tank for blower system for both holding tanks.
8. On and off procedures were done on Rotor East 3.
9. Worked on all Odor Control Systems to reduce foul odors to the community.
10. Maintenance Crew worked on trench for dewatering drying south end of plant drying bed.

Wastewater - Contract Work City's Contracted out electricians worked on the following.

1. J&E had no work done this month.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on AC unit for MCC 2.
 - Worked on Aerator 5, Gear Box.
 - Worked on Rotor 3 East.
 - Worked on Main Lift Station.

Wastewater - Other Contract Work

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

Wastewater - Lab Status All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. Plant Supervisors continued using the EPA Discharge Monitoring Report Federal Reporting System to comply with the TCEQ permit. The Lab has completed the ERA Annual Study for the QMR43.

Wastewater - Special Projects Capital Improvement Projects include an upgrade on the UV Systems, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Meiden & Hunt Engineers are looking into the rehabilitation needs for the Main Lift Station.

Pre-Treatment Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 23 truckloads of 115,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 2,589,200 million gallons. Total sludge hauled was 420 cubic yards equivalent to thirty (30) roll off containers.

2023-24 Sludge Removal

Month	Roll offs	Cu/Yds
October	30	420
FY 23-24	30	420
FY 22-23	511	10,220

Street Division - Benchmark Summary

Our Street Crews maintained streets using 110.78 tons of hot mix asphalt (HMA), patched approximately 767 potholes; placed a total of 33 signs 33 poles (cemented); inspected and repaired 84 traffic lights and street lights and street lamps; 1,048 street miles swept; removed 210 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were pending customers and a monetary Collection of Debris totaling \$ 6,300.

Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
City Wide Street Maintenance	110.78 Tons	100%	100%	\$ 8,862	Street Department

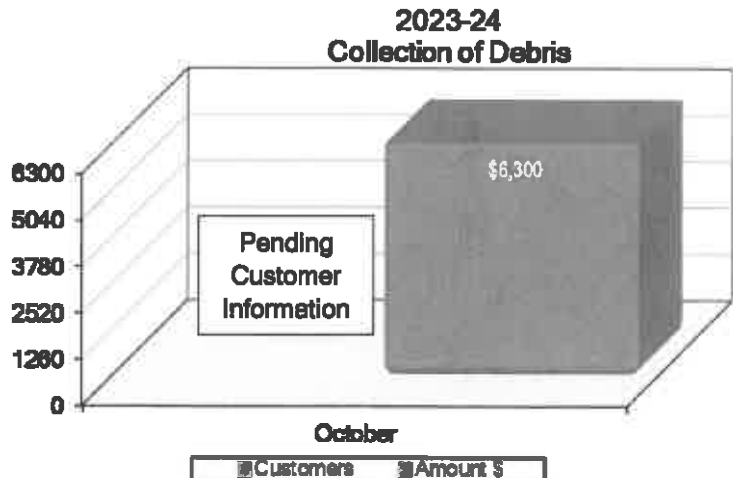
Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Esperanza Storm Drainage Improvements	13,635	95%	95%	\$ 5,736,827	Texas Cordia Const. LLC
Glasscock Storm Drainage Improvements	11,885	65%	65%	\$ 3,712,513	Mor-Will Const. LLC
Stewart Storm Drainage Improvements	8,160	85%	85%	\$ 3,323,780	G&G Contractors

Collection of Debris There were (pending) customers with a collection of debris totaling \$ 6,300.

Collection of Debris

Month	Customers	Amount \$
October	pending	\$ 6,300
YTD 23-24	pending	\$ 6,300
FY 22-23	2,592	\$ 69,562



City Pothole Maintenance Street Crews filled a total of 767 potholes.

Pothole Benchmark

Month	22-23	23-24
October	621	767
Totals	621	767

City Street Miles Swept Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 1,048 miles.

Street Sweeper Miles

Month	22-23	23-24
October	199	1,048
Totals	199	1,048

Lot Maintenance / Demolished Home There were no properties demolished.

Lot Maintenance / Demolished Home

Month	22-23	23-24
October	0	0
Totals	0	0

Sign Shop Output Measures Crews installed 33 signs and 33 poles.

Sign Installations

Month	22-23	23-24	Posts
October	67	33	33
Totals	67	33	33

Street Light Maintenance There were no Street Light Inspections this month.

Street Lights

Month	22-23	23-24
October	169	0
Totals	169	0

Traffic Signal Maintenance Assisted Water Department and Sewer Department closing streets. Replaced street lamps at the Intersection of Glasscock and Business 83. Assisted with car accident at Moorefield and 1 Miles South.

Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
October	2	0	8	1	1	0	0	4	30	38	84
YTD 23-24	2	0	8	1	1	0	0	4	30	38	84
FY 22-23	9	34	119	23	38	27	40	71	242	376	979

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

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

Tire Removal Our Streets Crew removed 210 tires from the City this month.

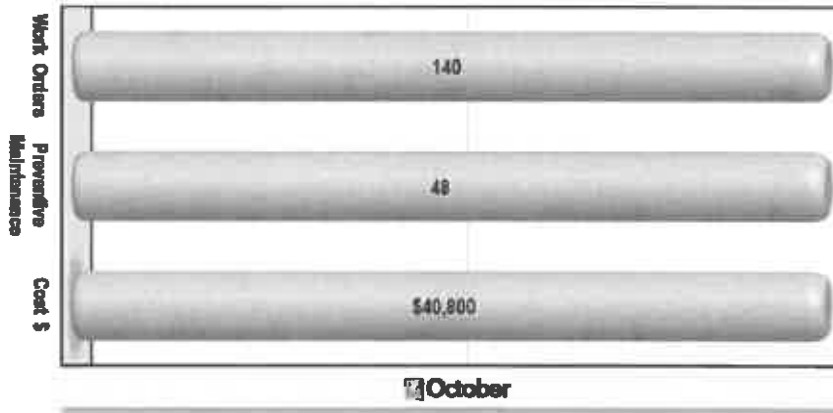
Tire Collection

Month	22-23	23-24
October	1,200	210
Totals	1,200	210

2023-24 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	92	48	\$ 38,600
Repairs	48	0	\$ 2,200
Totals	140	48	\$ 40,800
YTD 23-24	140	48	\$ 40,800
FY 22-23	895	715	\$ 514,600

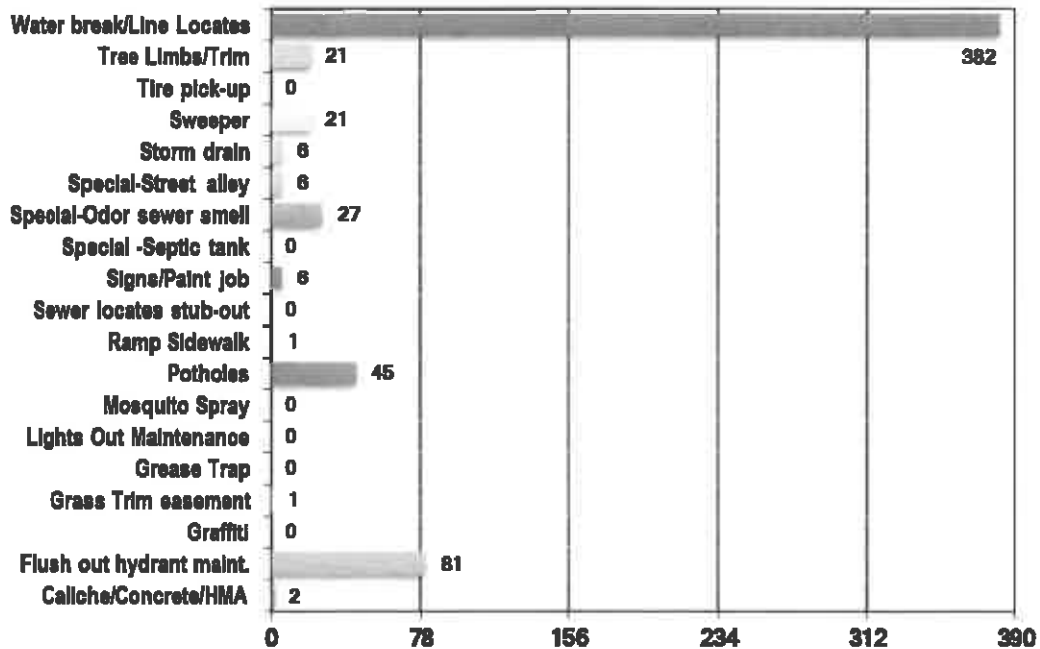
2023-24 Fleet Work Order Benchmark



Administration Request for Service Calls

Service Type	October	YTD 23-24	FY 22-23
Callche/Concrete/HMA	2	2	10
Flush Hydrant Maintenance	81	81	357
Graffiti	0	0	0
Grass Trim easement	1	1	161
Grease Trap	0	0	0
Lights Out Maintenance	0	0	1,254
Mosquito spray	0	0	0
Potholes	45	45	810
Ramp Sidewalk	1	1	6
Sewer locates stub-out	0	0	0
Signs/Paint job	6	6	79
Special -Septic tank	0	0	0
Special-Odor smell	27	27	285
Special-Street alley	6	6	132
Storm drain	6	6	102
Sweeper	21	21	135
Tire pick-up	0	0	69
Tree Limbs/Trim	21	21	212
Water break/Line locates	382	382	7,840
Total	599	599	11,452

October 2023 Request for Service Calls

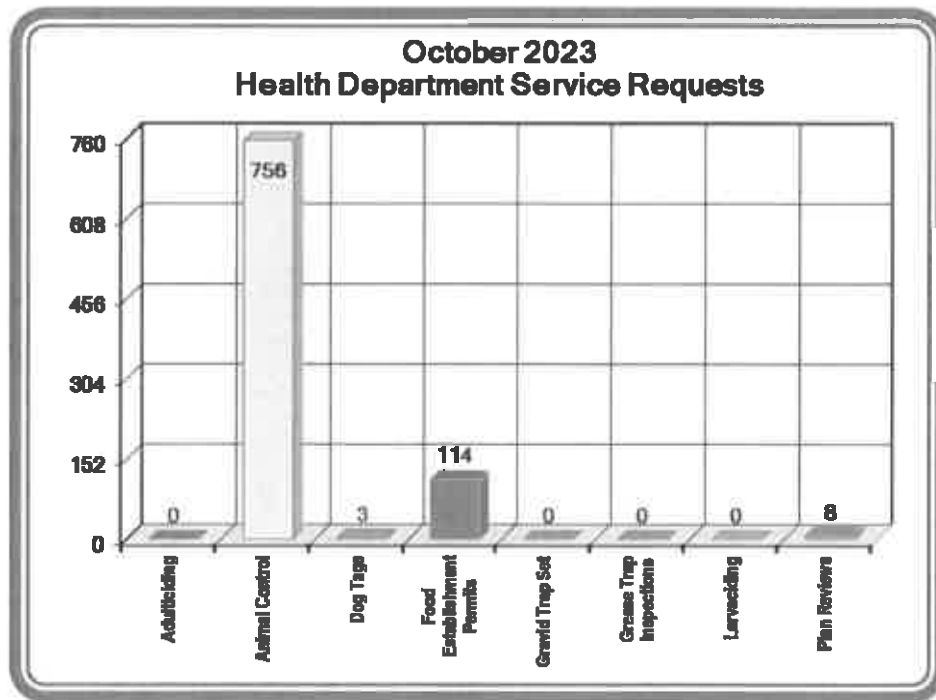


Health Department

Health Department Benchmark Summary

Following are the services provided by the Health Department for October 2023.

Service Type	October	FY 23-24	FY 22-23
Adult Childing	0	0	5
Animal Control	756	756	6,813
Dog Tags	3	3	44
Food Est. Permits	114	114	720
Gravid Trap Set	0	0	0
Grease Trap Inspections	0	0	36
Larvaciding	0	0	7
Plan Reviews	8	8	74
Total	881	881	7,699



Health Permits

A total of 114 Food Establishment permits were issued this month.

Food Establishment Permits		
Month	YTD 22-23	YTD 23-24
October	64	114
Totals	64	114

Animal Control Service Calls Citizens called (756 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	YTD 22-23	YTD 23-24
October	585	756
Totals	585	756

Health Department Animal Control

Our City's Animal Wellness Officers, Aaron, Mabely and Ivan, along with the staff from Alton and Palmview, reported the following Animal Control for October. There were 258 service orders completed.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Oct	YTD 23-24
Mission	99	9	0	27	2	0	137	137
Alton	3	0	0	0	0	0	3	3
Palmview	0	0	0	2	0	0	2	2
Oct	102	9	0	29	2	0	142	
YTD 23-24	102	9	0	29	2	0		142
FY 22-23	675	48	3	195	122	5		1,048

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Oct	YTD 23-24
Mission	75	1	0	21	8	0	105	105
Alton	0	0	0	0	0	0	0	0
Palmview	0	0	0	3	0	0	3	3
Oct	75	1	0	24	8	0	108	
YTD 23-24	75	1	0	24	8	0		108
FY 22-23	525	4	0	181	20	0		730

Wildlife

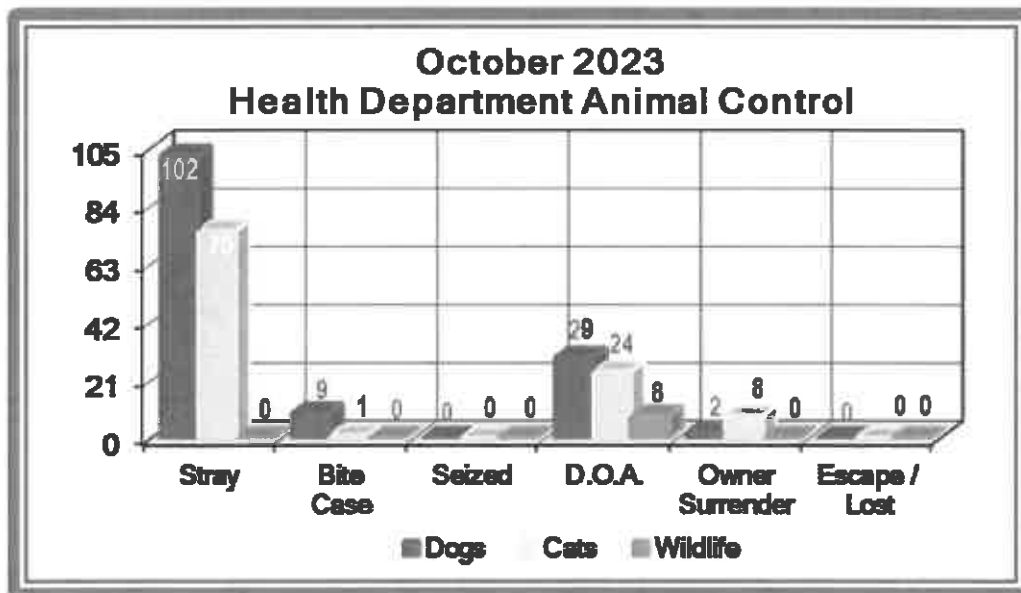
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Oct	YTD 23-24
Mission	0	0	0	6	0	0	6	6
Alton	0	0	0	0	0	0	0	0
Palmview	0	0	0	2	0	0	2	2
Oct	0	0	0	8	0	0	8	
YTD 23-24	0	0	0	8	0	0		8
FY 22-23	51	0	0	130	3	0		182

Health Department Animal Control Summary

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

October 2023 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Oct	YTD 23-24
Dogs	102	9	0	29	2	0	142	142
Cats	75	1	0	24	8	0	108	108
Wildlife	0	0	0	8	0	0	8	8
Oct	177	10	0	61	10	0	258	
YTD 23-24	177	10	0	61	10	0		258
FY 22-23	1,251	52	3	504	145	5		1,960





Public Works

November 2023 Monthly Report

Wastewater Treatment Plant Projects



Maintenance to Auger



AEP Checking Electrical Surges

Public Works Projects



**PUBLIC WORKS
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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	NOV - 2023	NOV - 2022	FY 23-24	FY 22-23
Water Consumption (Gals.)	424,493,000	358,196,000	893,560,000	817,932,000
Number of Customers	30,325	29,808		
WATER & WASTEWATER				
Water Sales	\$ 1,372,417	\$ 1,080,284	\$ 2,851,783	\$ 2,255,899
Water Sales - <i>Granjeno</i>	2,658	2,213	5,596	4,456
Connections	60,000	20,750	89,100	34,610
Reconnect Fees	11,325	27,100	18,550	44,480
Sewage Service	732,382	531,435	1,507,341	1,069,669
Sewage Service - <i>Granjeno</i>	2,501	1,284	3,739	2,693
Industrial Sewer Surcharge	0	622	0	622
Wastewater Assessment	18,040	9,480	26,960	15,755
Service Charge	19,776	8,870	28,187	12,767
Garage Sales & Other	7,675	6,406	11,910	9,326
Total	\$ 2,226,774	\$ 1,688,444	\$ 4,543,166	\$ 3,450,277
SANITATION				
Garbage Fees	\$ 657,179	\$ 607,082	\$ 1,280,052	\$1,186,408
Brush Fees	206,740	68,690	309,791	135,280
Total	\$ 863,919	\$ 675,772	\$ 1,589,843	\$1,321,688
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 105,348	\$ 85,397	\$ 210,659	\$167,972
Total	\$ 105,348	\$ 85,397	\$ 210,659	\$167,972
Total Billing	\$ 3,196,041	\$ 2,449,613	\$ 6,343,668	\$4,939,937
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	NOV - 2023	NOV - 2022	FY 23-24	FY 22-23
Total Collections	\$ 2,231,510	\$ 1,650,336	\$ 4,505,181	\$3,126,007

Water Distribution

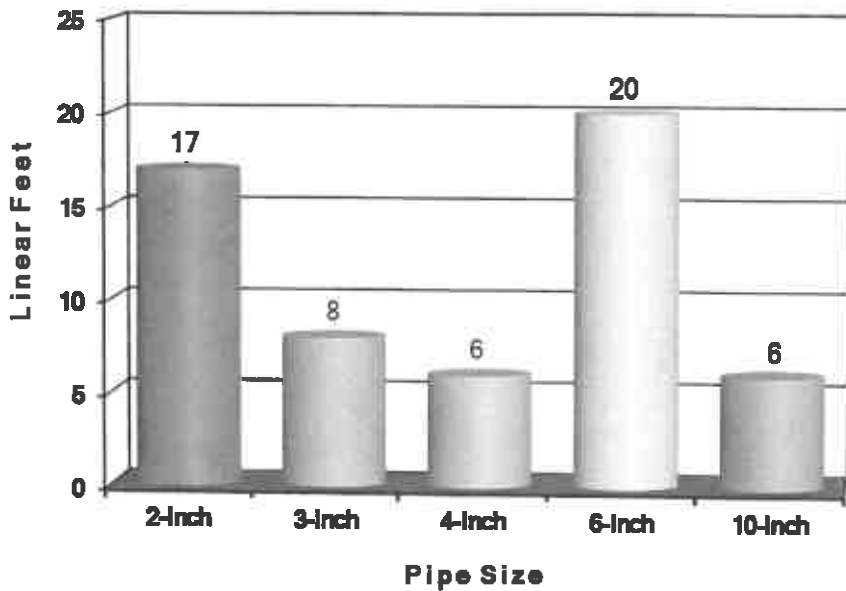
Utility Line Installation

Water Distribution Crews installed a total of 57 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were twenty-two (22) major water line breaks repaired.

Water Distribution Utility Line Installation

2-Inch	3-Inch	4-Inch	6-Inch	10-Inch
906 S Conway 3'	2571 E 4 th / Taylor 4'	3534 Garza St 6'	Chamber of Commerce 20'	Union St / Frontage 6'
400 Union St 10'	1106 Shary / Bus 83 4'			
Kika Loop / Francisco St 4'				
17 LF	8 LF	6 LF	20 LF	6 LF

November 2023 Utility Pipe Line Installation

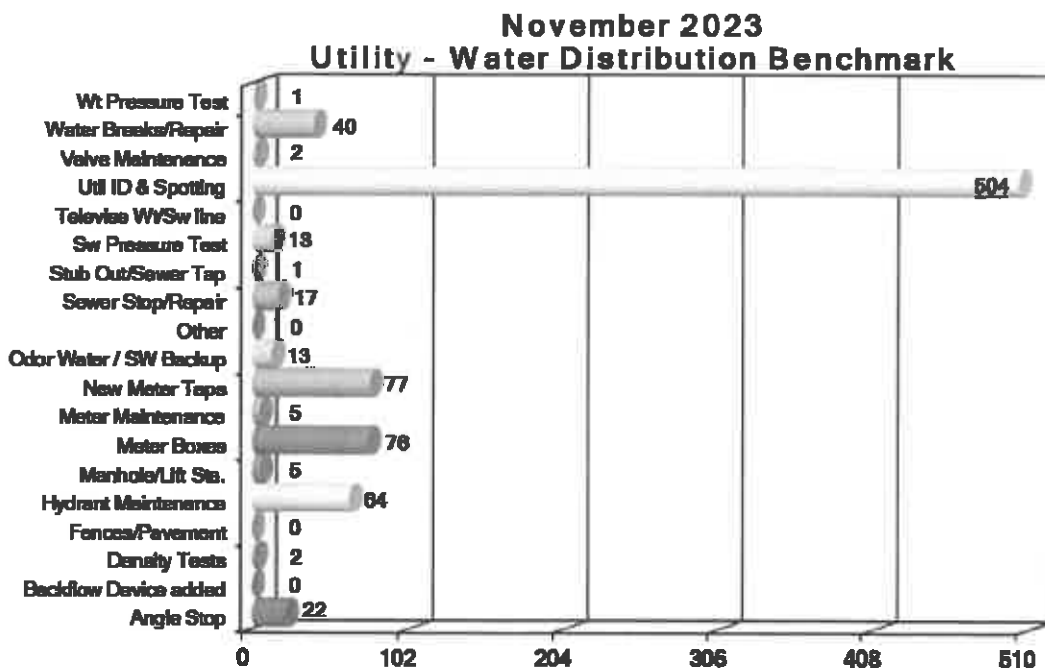


Water Distribution

Water Distribution - Maintenance Benchmark Summary

The following is Water Distribution's maintenance benchmark summary for November 2023.

Service Type	Oct	Nov	YTD 23-24	FY 22-23
Angle Stop	11	22	33	132
Backflow Device	1	0	1	0
Density Tests	0	2	2	529
Fences/Pavement	0	0	0	10
Hydrant Maintenance	81	84	145	357
Manhole/Lift Station	17	5	22	92
Meter Boxes	81	76	137	499
Meter Maintenance	4	5	9	67
New Meter Taps	63	77	140	507
Odor Water	27	13	40	271
Other	10	0	10	104
Sewer Stop/Repair/Tap	12	17	29	216
Stub Out	0	1	1	0
Sewer Pressure Test	0	13	13	154
Televise Sewer Line	0	0	0	0
Utility ID & Spotting	363	504	867	7,630
Valve Maintenance	2	2	4	22
Water Break/Repair	19	40	59	340
Water Pressure Test	0	1	1	99
Totals	671	842	1,513	11,029



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-eight (38) sites below. Performed 1 Hydrostatic Test for water , 6 Air Tests, 7 Mandrel Tests for sewer and 2 Density Street Tests.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Amber Grove	2/2023		2 ¼ Trospen	Under Construction
3	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
4	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
5	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
6	Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
7	Bryan Pointe PH II	2/2023		Bryan / 1 st Street	Under Construction
8	Camellias Plaza	9/2023		FM 495 / Bryan	Under Construction
9	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
10	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
11	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
12	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
13	Cross Church	7/2023		Expressway / Glasscock	Under Construction
14	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
15	El Coyote	9/2023		4 Mile La Homa Rd	Under Construction
16	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
17	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
18	Garden Path	9/2022		Taylor / FM 495	Under Construction
19	iHop	2/2023		North Conway	Under Construction
20	Lantana Landing	2/2022		2 ¼ Mile / Trospen	Under Construction
21	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
22	Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
23	Luckalinger Apartments	9/2021		Luckalinger / Bus 83	Under Construction
24	Manok Harbor Freight	2/2023		Frontage / Conway	Under Construction
25	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
26	Monarza Estates	9/2023		3 ¼ N Mayberry	Under Construction
27	Mr. Marquez Superior Granit	7/2023		Shary / 4 th Street	Under Construction
28	Palmetto Estates	9/2023		Barnes St	Under Construction
29	Plantation Grove Town Homes	9/2022		Plantation Boulevard	Under Construction
30	Quest Gateway	5/2023		Frontage / Bryan	Under Construction
31	Ragland Village	1/2023		Business 83 / Ragland	Under Construction
32	Sendero Phase I	1/2023		1 Mile South	Under Construction
33	Sendero Phase II	2/2022		1 Mile South	Under Construction
34	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
35	Shary Town Plaza	7/2023		Shary / 4 th Street	Under Construction
36	Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
37	The Shops At 495	9/2022		FM 495 / Conway	Under Construction
38	Turtle Cove	9/2023		Mile 3 / White Oak	Under Construction

2023-24 Water & Wastewater Major Ongoing Construction Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
N. Conway Sewer Improvements	5,280 LF (Mile 2 to Mile 3)	90%	90%	\$ 687,110	RDH Site & Concrete LLC

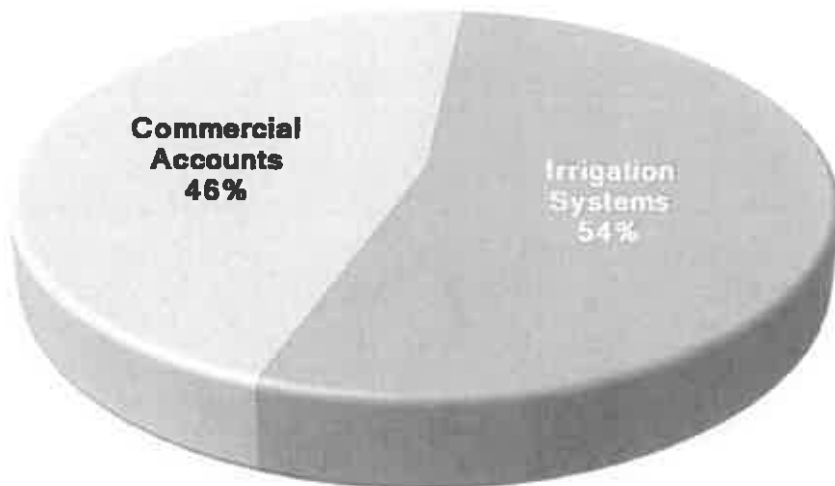
Water Distribution - Backflow Prevention Inspections

There were twenty-three (23) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination for November.

2023-24 Backflow Inspections

Tests / Surveys	Oct	Nov	YTD 23-24	FY 22-23
Inspection of <i>Commercial</i> Accounts	9	7	16	80
Inspection of <i>Sprinkler</i> Accounts	14	16	30	165

**November 2023
Backflow Prevention Inspections**



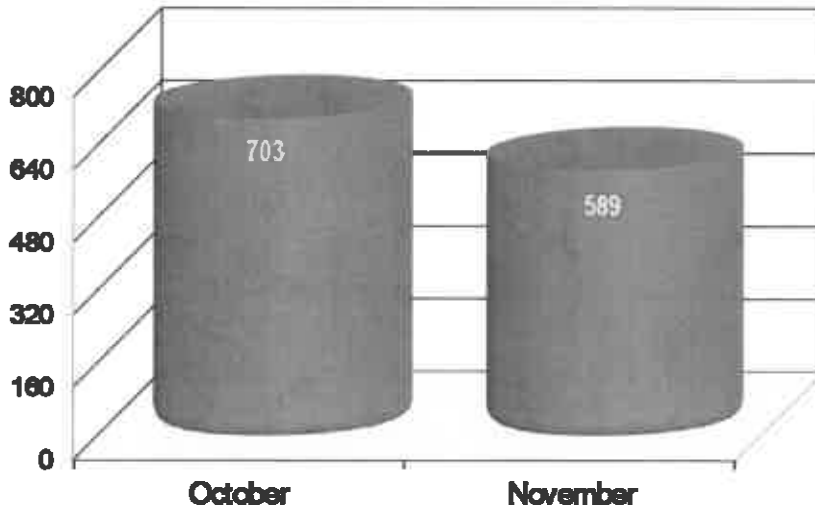
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 369 miles of sewer lines by responding to 12 sewer backups and 589 work orders this month.

2023-24 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	YTD 23-24	FY 22-23
Lift Stations Inspections	703	589	1,292	6,280
Televised Sites	0	0	0	0
Televised Feet	0	0	0	0

Sewer Collection Lift Station Inspections



Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 399.186 million gallons of water.

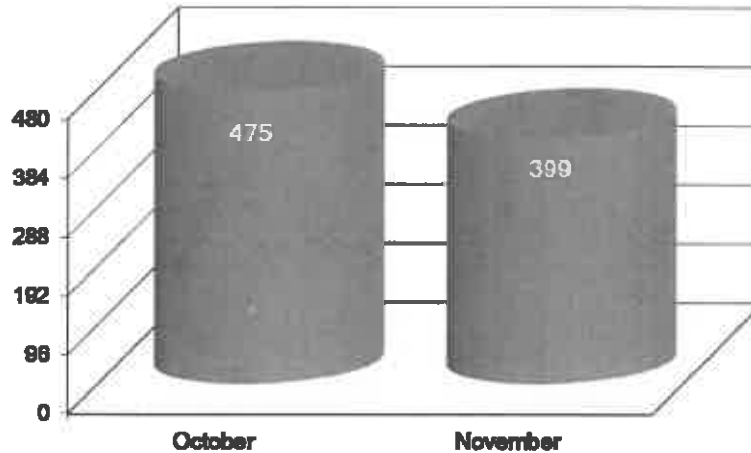
2023-24 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	YTD 23-24	FY 22-23
13	16	11	475	399	874	4,915

Parameters Exceeded: N/A

Rainfall: 3.35"

2023-24 Water Production Million Gallons (MG)



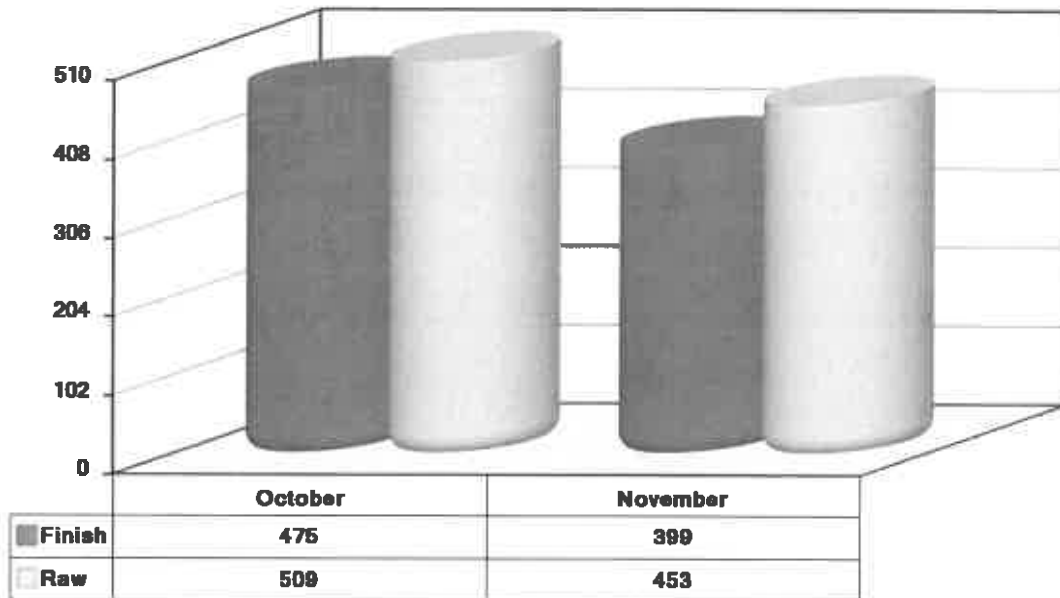
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Continued with regular maintains of pump and motors, as well as, kept up with mowing grass in the facilities and tower.
- Transfer 9 got repaired.
- C&C finished removing sludge from drying beds.
- Operators cleaned liquid ammonia containers.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- C&C removed and cleaned sludge dry beds at the South Reservoir.
- Operators performed daily and monthly water lab analysis, backwashed and cleaned required filters. Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.

**Water Treatment Plants
2023-24 Raw & Finish Water
Million Gals. (MG)**



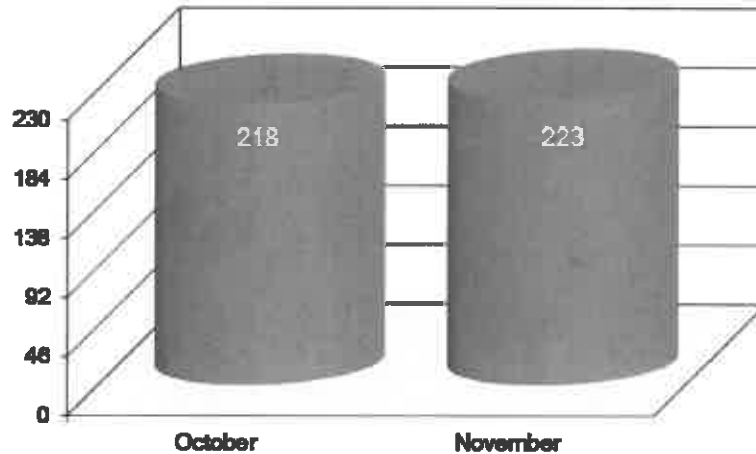
Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 222.500 million gallons of Wastewater.

2023-24 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	YTD 23-24	FY 22-23
7.4	8.3	6.9	218	223	441	2,719

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



Wastewater - Wastewater Plant Status

No violations this month and Plant operated at 54.99% capacity; Rated at 13.5 mgd; Yearly averaged 7.424 mgd; There was 4.20 inches of rainfall this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation.

Wastewater - Staff Developments

Salth Rodriguez and Juan Cortez will soon be testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. The Plant is planning to hire a Chief Operator to aid in the process control of processing water samples, process control and TCEQ compliances.

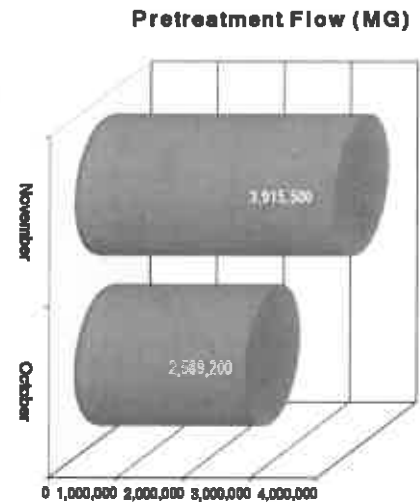
Wastewater - Facility Activities

The Supervisory Staff continued to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant will upgrade the UV Disinfection Systems. Xylem and the City of Mission have reached an agreement to start work plans on the rehabilitation of the Disinfection System. Plans to rehabilitate the Disinfection System will allow the disinfection process to continue for an extended period of time without the added cost of new construction to main structures. Other Rehabilitation Projects will soon be looked at for the Main Lift Station and Clarifier covers for the expansion side of the Plant.

Wastewater - General Maintenance

Staff maintained grass trimmed, initiated preventive maintenance on equipment as deemed necessary; (automatically) exercised two emergency generators once a week. In-house repairs were completed as follows:

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a daily basis.
5. Maintenance Crew worked on Aerators 1 through 6 to wash and clean bolts and add grease to prevent water damage.
6. Maintenance Crew worked on oil leakage for Aerator 5.
7. Maintenance Crew worked on maintaining a proper level at the Pretreatment Pond.
8. On and off procedures were done on Rotor East 3.
9. Worked on all Odor Control Systems to reduce foul odors to the community.
10. Maintenance Crew worked on trench for dewatering drying south end of plant drying bed.



Wastewater - Contract Work City's Contracted out electricians worked on the following.

1. J&E had no work done this month.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on AC unit for MCC 2.
 - Worked on Rotor 3 East.
 - Worked on Main Lift Station due to parts needed for Pump 5.

Wastewater - Other Contract Work

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

Wastewater - Lab Status All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. November's Bio Monitoring was completed and passed all analysis from Bio Aquatics Testing. Plant Supervisors continued using the EPA Discharge Monitoring Report Federal Reporting System to comply with the TCEQ permit.

Wastewater - Special Projects Capital Improvement Projects include an upgrade on the UV Systems, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Melden & Hunt Engineers are looking into the rehabilitation needs for the Main Lift Station.

Pre-Treatment Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 28 truckloads of 140,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 3,915,500 million gallons. Total sludge hauled was 336 cubic yards equivalent to twenty-four (24) roll off containers.

Month	Roll Offs	CuYds
Oct	30	420
Nov	24	336
YTD 23-24	54	756
FY 22-23	511	10,220



Street Division - Benchmark Summary

Our Street Crews maintained streets using 93.48 tons of hot mix asphalt (HMA), patched approximately 789 potholes; placed a total of 24 signs 24 poles (cemented); inspected and repaired 90 traffic lights and street lights and street lamps; 837 street miles swept; removed 432 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were 138 customers and a monetary Collection of Debris totaling \$ 3,611.

Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Street Maintenance Citywide	93.48 Tons HMA	100%	100%	\$ 7,478	Street Department

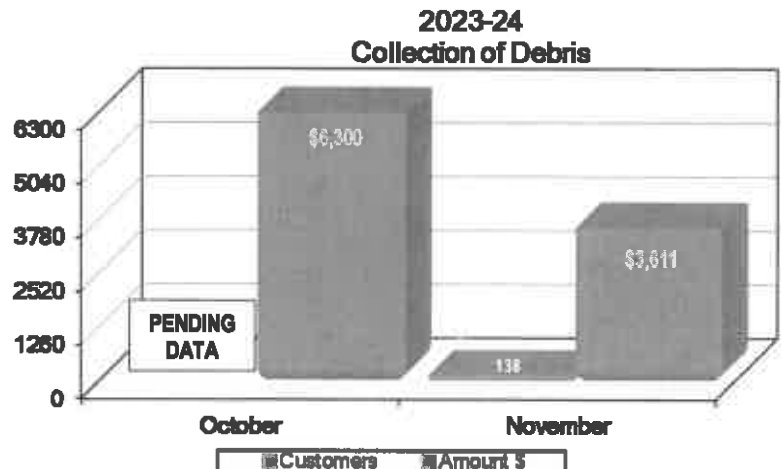
Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Esperanza Storm Drainage Improvements	13,635	100%	100%	\$ 5,736,827	Texas Cordia Const. LLC
Glasscock Storm Drainage Improvements	11,865	85%	85%	\$ 3,712,513	Mor-Will Const. LLC
Stewart Storm Drainage Improvements	8,160	100%	100%	\$ 3,323,780	G&G Contractors

Collection of Debris There were (138) customers with a collection of debris totaling \$ 3,611.

Collection of Debris

Month	Customers	Amount \$
Oct	pending	\$ 6,300
Nov	138	\$ 3,611
YTD 23-24	138	\$ 9,911
FY 22-23	2,592	\$ 69,562

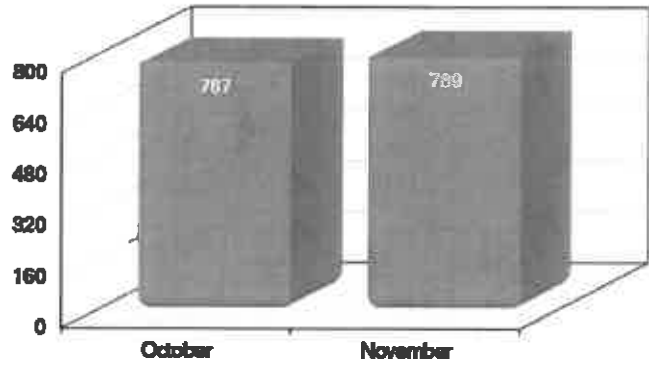


City Pothole Maintenance Street Crews filled a total of 789 potholes.

Pothole Benchmark

Month	22-23	23-24
Oct	621	767
Nov	675	789
Totals	1,296	1,556

2023-24 Pothole Count

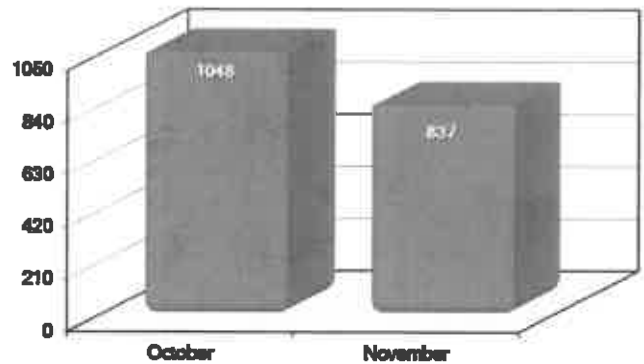


City Street Miles Swept Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 837 miles.

Street Sweeper Miles

Month	22-23	23-24
Oct	199	1,048
Nov	478	837
Totals	677	1,885

2023-24 Street Miles Swept

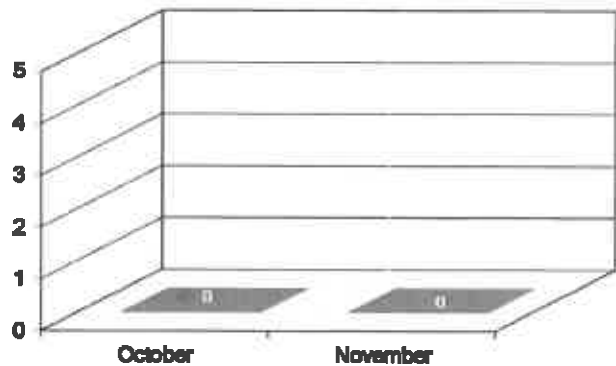


Lot Maintenance / Demolished Home There were no properties demolished.

Lot Maintenance / Demolished Home

Month	22-23	23-24
Oct	0	0
Nov	2	0
Totals	2	0

2023-24 Lot Maintenance / Demolished Home

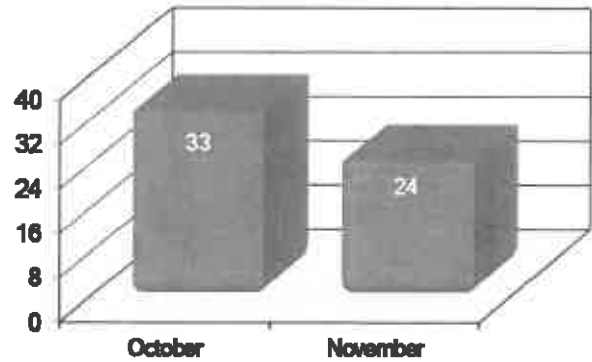


Sign Shop Output Measures Crews installed 24 signs (18 stop signs) and 24 poles.

Sign Installations

Month	22-23	23-24	Posts
Oct	67	33	33
Nov	32	24	24
Totals	99	57	57

2023-24 Sign Installations

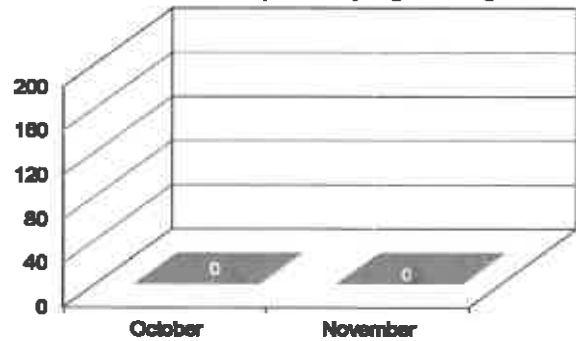


Street Light Maintenance There were no Street Light inspections this month.

Street Lights

Month	22-23	23-24
Oct	169	0
Nov	0	0
Totals	169	0

2023-24 Street & Expressway Light Outages



Traffic Signal Maintenance

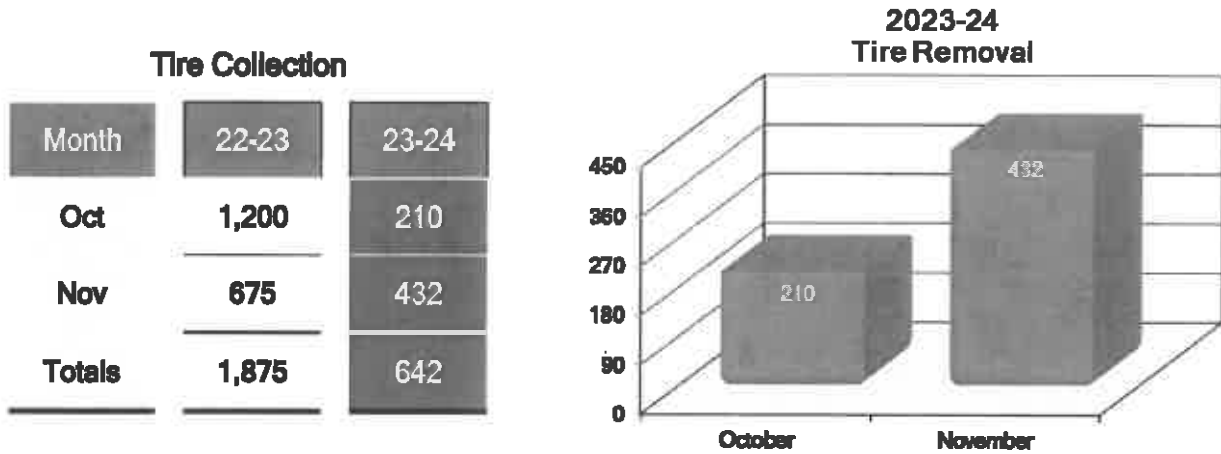
De-activated the School Flashers (off); for the Thanksgiving no school days.

Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	2	0	8	1	1	0	0	4	30	38	84
Nov	0	0	26	1	1	0	0	2	26	34	90
YTD 23-24	2	0	34	2	2	0	0	6	56	72	174
FY 22-23	9	34	119	23	38	27	40	71	242	376	979

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

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

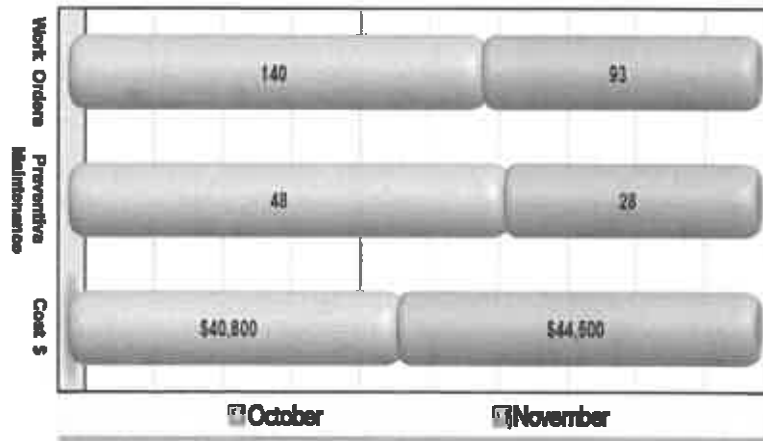
Tire Removal Our Streets Crew removed 432 tires from the City this month.



2023-24 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	65	28	\$ 26,000
Repairs	28	0	\$ 18,500
Totals	93	28	\$ 44,500
YTD 23-24	233	76	\$ 85,300
FY 22-23	895	715	\$ 514,600

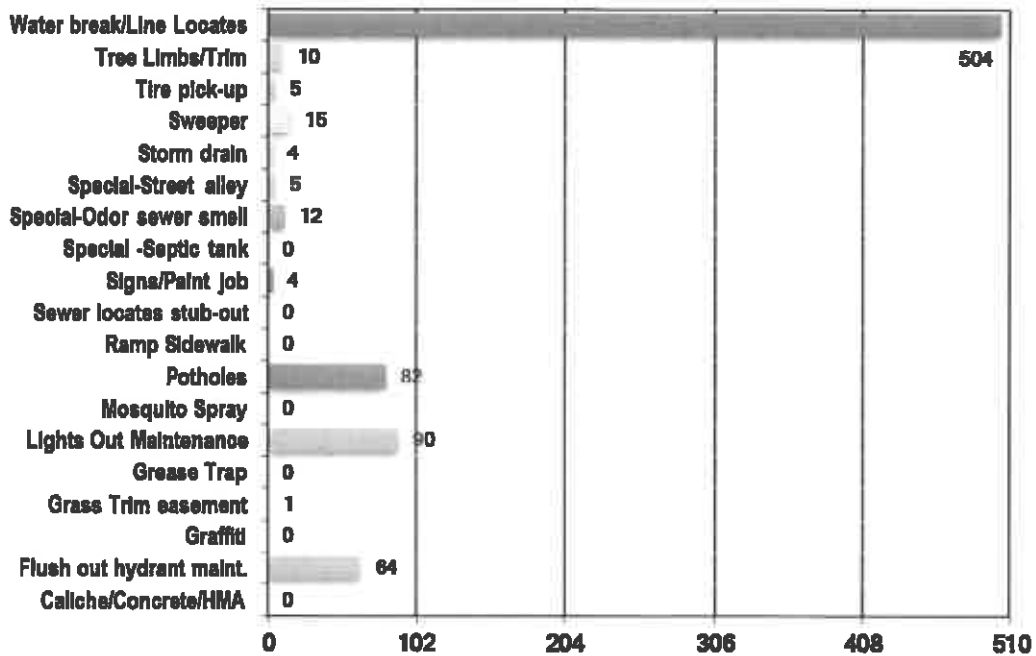
2023-24 Fleet Work Order Benchmark



Administration Request for Service Calls

Service Type	Oct	Nov	YTD 23-24	FY 22-23
Callche/Concrete/HMA	2	0	2	10
Flush Hydrant Maintenance	81	64	145	357
Graffiti	0	0	0	0
Grass Trim easement	1	1	2	161
Grease Trap	0	0	0	0
Lights Out Maintenance	84	90	174	1,254
Mosquito spray	0	0	0	0
Potholes	45	82	127	810
Ramp Sidewalk	1	0	1	6
Sewer locates stub-out	0	0	0	0
Signs/Paint Job	6	4	10	79
Special -Septic tank	0	0	0	0
Special-Odor smell	27	12	39	285
Special-Street alley	6	5	11	132
Storm drain	6	4	10	102
Sweeper	21	15	36	135
Tire pick-up	0	5	5	69
Tree Limbs/Trim	21	10	31	212
Water break/Line locates	382	504	886	7,840
Total	683	796	1,479	11,452

November 2023 Request for Service Calls

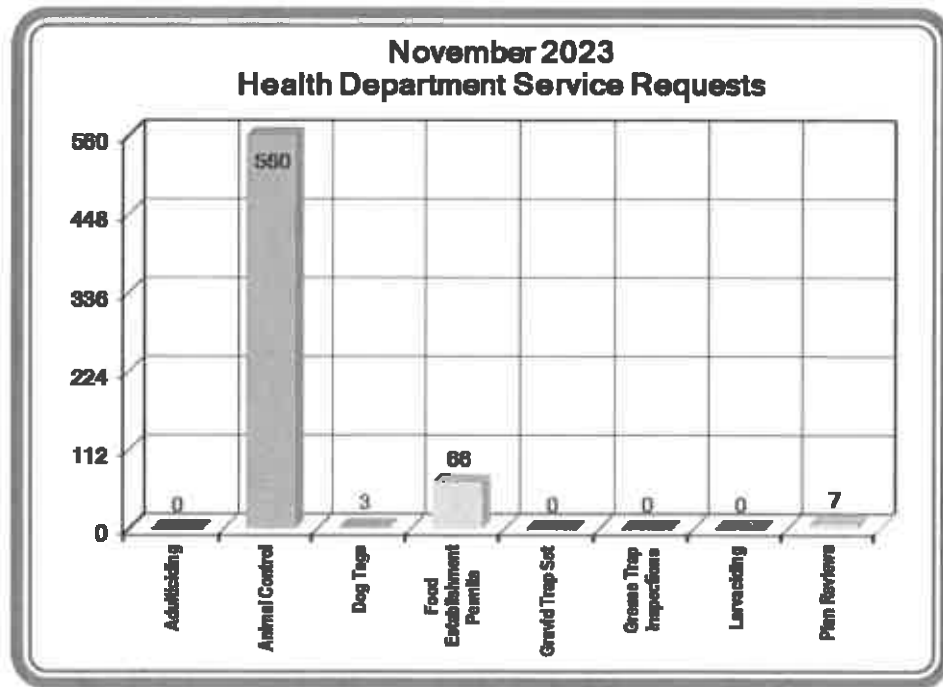


Health Department

Health Department Benchmark Summary

Following are the services provided by the Health Department for November 2023.

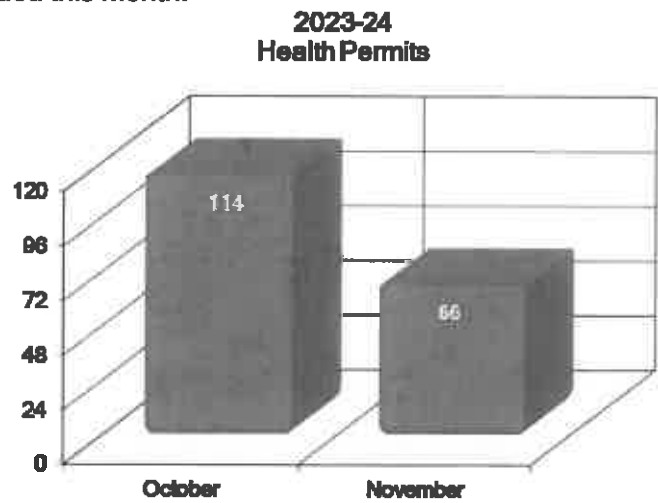
Service Type	Oct	Nov	YTD 23-24	FY 22-23
Adulticiding	0	0	0	5
Animal Control	756	560	1,316	6,813
Dog Tags	3	3	6	44
Food Est. Permits	114	66	180	720
Gravid Trap Set	0	0	0	0
Grease Trap Inspections	0	0	0	36
Larvaciding	0	0	0	7
Plan Reviews	8	7	15	74
Total	881	636	1,517	7,699



Health Permits

A total of 66 Food Establishment permits were issued this month.

Food Establishment Permits		
Month	YTD 22-23	YTD 23-24
Oct	64	114
Nov	42	66
Totals	106	180



Animal Control Service Calls Citizens called (560 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	YTD 22-23	YTD 23-24
Oct	585	756
Nov	394	560
Totals	979	1,316



Health Department Animal Control

Our City's Animal Wellness Officers, Aaron, Mabely and Ivan, along with the staff from Alton and Palmview, reported the following Animal Control for November. There were 176 service orders completed this month.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Nov	YTD 23-24
Mission	55	3	0	8	4	0	70	207
Alton	2	0	0	1	0	0	3	6
Palmview	7	1	0	0	0	0	8	10
Nov	64	4	0	9	4	0	81	
YTD 23-24	166	13	0	38	6	0		223
FY 22-23	675	48	3	195	122	5		1,048

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Nov	YTD 23-24
Mission	73	0	0	8	0	0	81	186
Alton	1	0	0	2	0	0	3	3
Palmview	0	0	0	0	0	0	0	3
Nov	74	0	0	10	0	0	84	
YTD 23-24	149	1	0	34	8	0		192
FY 22-23	525	4	0	181	20	0		730

Wildlife

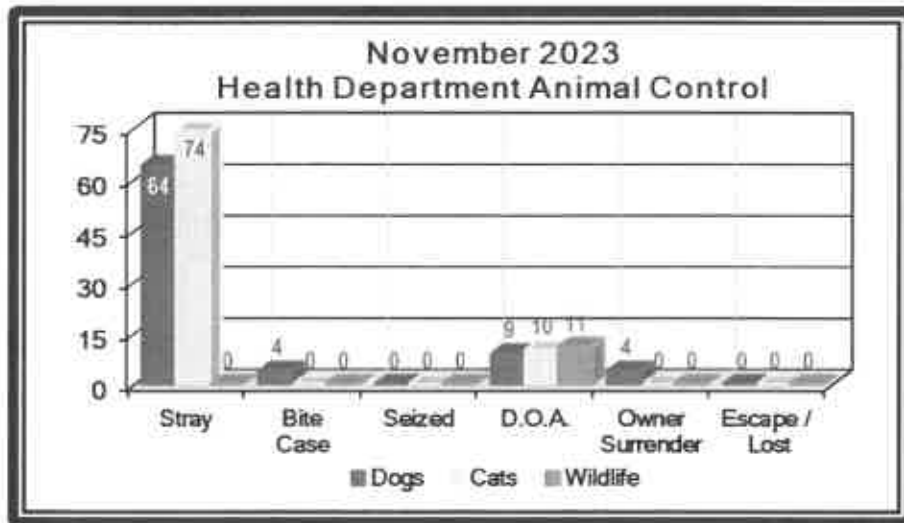
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Nov	YTD 23-24
Mission	0	0	0	10	0	0	10	16
Alton	0	0	0	1	0	0	1	1
Palmview	0	0	0	0	0	0	0	2
Nov	0	0	0	11	0	0	11	
YTD 23-24	0	0	0	19	0	0		19
FY 22-23	51	0	0	128	3	0		182

Health Department Animal Control Summary

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

November 2023 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Nov	YTD 23-24
Dogs	64	4	0	9	4	0	81	223
Cats	74	0	0	10	0	0	84	192
Wildlife	0	0	0	11	0	0	11	19
Nov	138	4	0	30	4	0	176	
YTD 23-24	315	14	0	91	14	0		434
FY 22-23	1,251	52	3	504	145	5		1,960





Public Works

December 2023 Monthly Report

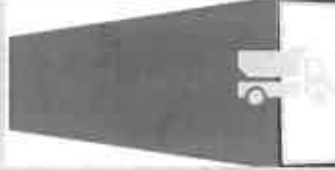
Streets Projects



Mission Pawable Way



227 Abelino Farias



Public Works Projects



**PUBLIC WORKS
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December 2023**

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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	DEC - 2023	DEC - 2022	FY 23-24	FY 22-23
Water Consumption (Gals.)	314,353,000	310,641,000	1,207,913,000	1,073,263,000
Number of Customers	30,577	30,138		
WATER & WASTEWATER				
Water Sales	\$ 1,138,134	\$ 965,016	\$ 3,989,917	\$ 3,197,923
Water Sales - <i>Granjeno</i>	2,210	1,958	7,806	6,525
Connections	16,230	9,270	105,330	41,825
Reconnect Fees	5,150	840	23,700	12,180
Sewage Service	637,446	518,937	2,144,787	1,578,025
Sewage Service - <i>Granjeno</i>	1,246	1,262	4,985	3,827
Industrial Sewer Surcharge	1,935	67	1,935	201
Wastewater Assessment	5,060	12,860	32,020	23,935
Service Charge	9,625	14,399	37,812	27,630
Garage Sales & Other	5,235	7,880	17,145	17,120
Total	\$ 1,822,271	\$ 1,532,487	\$ 6,365,437	\$ 4,909,191
SANITATION				
Garbage Fees	\$ 679,216	\$ 609,496	\$ 1,959,268	\$ 1,820,268
Brush Fees	104,645	69,197	414,436	206,194
Total	\$ 783,861	\$ 678,693	\$ 2,373,704	\$ 2,026,462
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 105,484	\$ 85,673	\$ 316,143	\$ 256,701
Total	\$ 105,484	\$ 85,673	\$ 316,143	\$ 256,701
Total Billing	\$ 2,711,616	\$ 2,296,853	\$ 9,055,284	\$ 7,192,354
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	DEC - 2023	DEC - 2022	FY 23-24	FY 22-23
Total Collections	\$ 1,972,777	\$ 1,450,104	\$ 6,477,958	\$ 4,762,041

Water Distribution

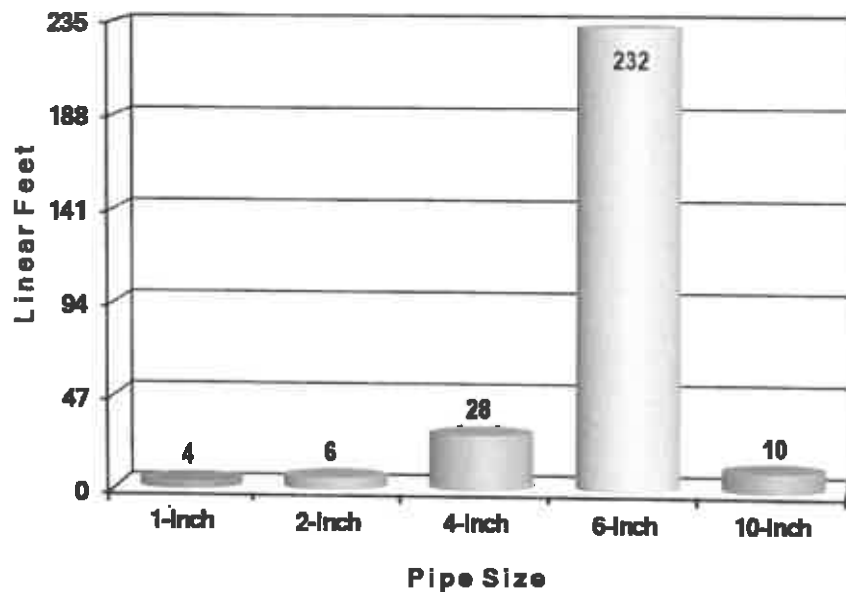
Utility Line Installation

Water Distribution Crews installed a total of 280 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were thirteen (13) major water line breaks repaired.

Water Distribution Utility Line Installation

1-Inch	2-Inch	4-Inch	6-Inch	10-Inch
2414 Silver Oaks 4'	805 E Exp 83 4'	103 N Canal 6'	Chamber of Commerce 232'	1900 E Hwy 8 10'
	2212 Karino Dr 2'	3905 Los Ebanos 4'		
		1403 Jacob St 4'		
		102 S Retama 14'		
4 LF	6 LF	28 LF	232 LF	10 LF

December 2023
Utility Pipe Line Installation

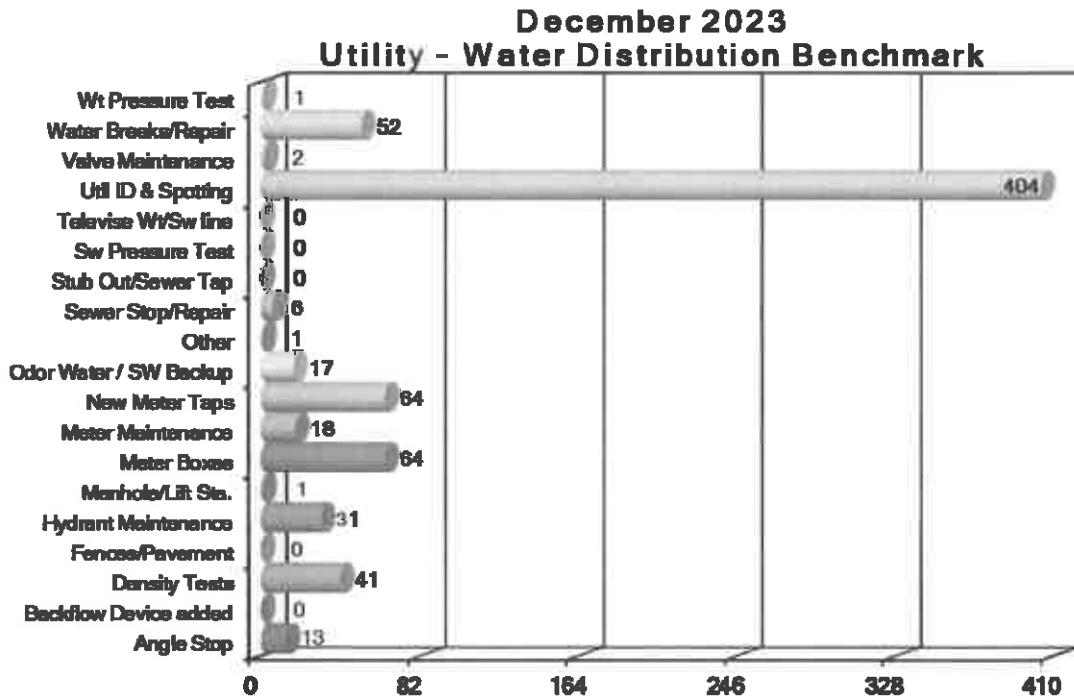


Water Distribution

Water Distribution - Maintenance Benchmark Summary

The following is Water Distribution's maintenance benchmark summary for December 2023.

Service Type	Oct	Nov	Dec	YTD 23-24	FY 22-23
Angle Stop	11	22	13	46	132
Backflow Device	1	0	0	1	0
Density Tests	0	2	41	43	529
Fences/Pavement	0	0	0	0	10
Hydrant Maintenance	81	64	31	176	357
Manhole/Lift Station	17	5	1	23	92
Meter Boxes	61	76	64	201	499
Meter Maintenance	4	5	18	27	67
New Meter Taps	63	77	64	204	507
Odor Water	27	13	17	57	271
Other	10	0	1	11	104
Sewer Stop/Repair/Tap	12	17	6	35	216
Stub Out	0	1	0	1	0
Sewer Pressure Test	0	13	0	13	154
Televise Sewer line	0	0	0	0	0
Utility ID & Spotting	363	504	404	1,271	7,630
Valve Maintenance	2	2	2	6	22
Water Break/Repair	19	40	52	111	340
Water Pressure Test	0	1	1	2	99
Totals	671	842	715	2,228	11,029



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-eight (38) sites below. Performed 1 Hydrostatic Test for water and 41 Density Street Tests. There was 404 line locates.

Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1 All Heart Church	3/2023		3 Mile / Shary	Under Construction
2 Amber Grove	2/2023		2 1/2 Troesper	Under Construction
3 Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
4 Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
5 Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
6 Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
7 Bryan Pointe PH II	2/2023		Bryan / 1st Street	Under Construction
8 Camellas Plaza	9/2023		FM 495 / Bryan	Under Construction
9 Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
10 City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
11 Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
12 Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
13 Cross Church	7/2023		Expressway / Glasscock	Under Construction
14 Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
15 El Coyote	9/2023		4 Mile La Homa Rd	Under Construction
16 El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
17 Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
18 Garden Path	9/2022		Taylor / FM 495	Under Construction
19 IHop	2/2023		North Conway	Under Construction
20 Lantana Landing	2/2022	12/2023	2 1/2 Mile / Troesper	Utilities Complete
21 Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
22 Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
23 Luckelinger Apartments	9/2021		Luckelinger / Bus 83	Under Construction
24 Manok Harbor Freight	2/2023	12/2023	Frontage / Conway	Utilities Complete
25 Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
26 Monarza Estates	9/2023		3 1/2 N Mayberry	Under Construction
27 Mr. Marquez Superior Granit	7/2023		Shary / 4th Street	Under Construction
28 Palmetto Estates	9/2023		Barnes St	Under Construction
29 Plantation Grove Town Homes	9/2022	12/2023	Plantation Boulevard	Utilities Complete
30 Quest Gateway	5/2023		Frontage / Bryan	Under Construction
31 Ragland Village	1/2023		Business 83 / Ragland	Under Construction
32 Sendero Phase I	1/2023		1 Mile South	Under Construction
33 Sendero Phase II	2/2022		1 Mile South	Under Construction
34 Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
35 Shary Town Plaza	7/2023		Shary / 4th Street	Under Construction
36 Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
37 The Shops At 495	9/2022		FM 495 / Conway	Under Construction
38 Turtle Cove	9/2023		Mile 3 / White Oak	Under Construction

2023-24 Water & Wastewater Major Ongoing Construction Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
N. Conway Sewer Improvements	5,280 LF (Mile 2 to Mile 3)	90%	90%	\$ 667,110	RDH Site & Concrete LLC

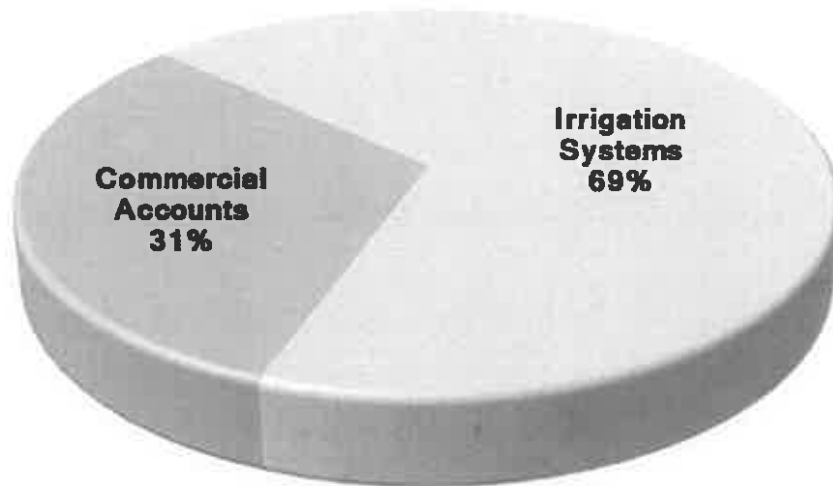
Water Distribution - Backflow Prevention Inspections

There were sixteen (16) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination for December.

2023-24 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	YTD 23-24	FY 22-23
Inspection of <i>Commercial</i> Accounts	9	7	5	21	80
Inspection of <i>Sprinkler</i> Accounts	14	16	11	41	165

December 2023
Backflow Prevention Inspections



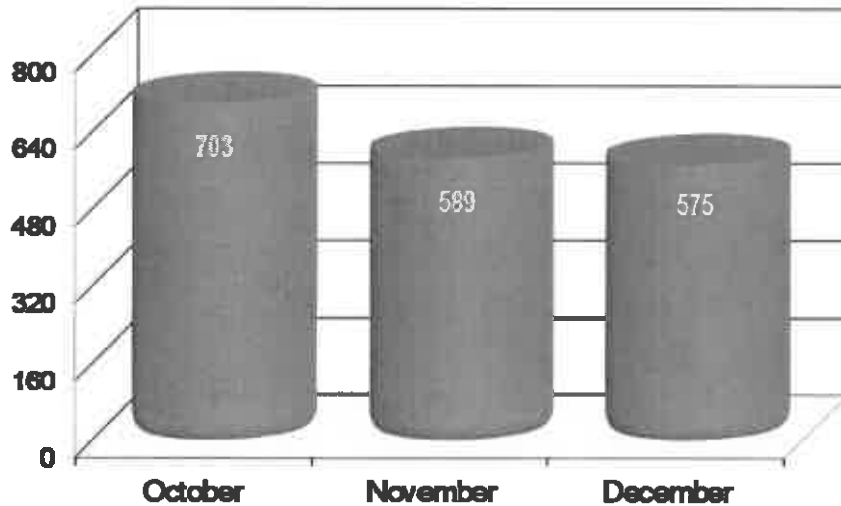
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 369 miles of sewer lines by responding to 17 sewer backups and 575 work orders this month.

2023-24 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	Dec	YTD 23-24	FY 22-23
Lift Stations Inspections	703	589	575	1,867	6,280
Televised Sites	0	0	0	0	0
Televised Feet	0	0	0	0	0

Sewer Collection Lift Station Inspections



Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 373.095 million gallons of water.

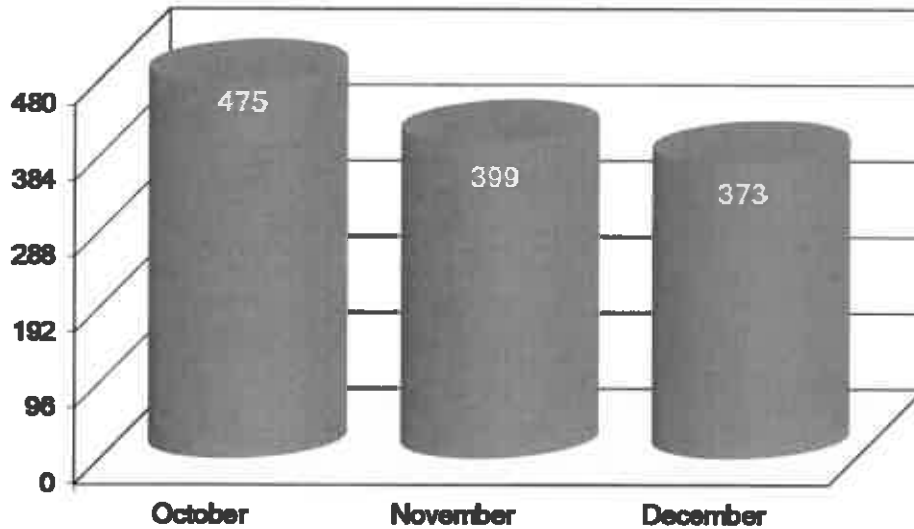
2023-24 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	YTD 23-24	FY 22-23
12	13	10	475	399	373	1,247	4,915

Parameters Exceeded: N/A

Rainfall: 0.60"

2023-24 Water Production Million Gallons (MG)



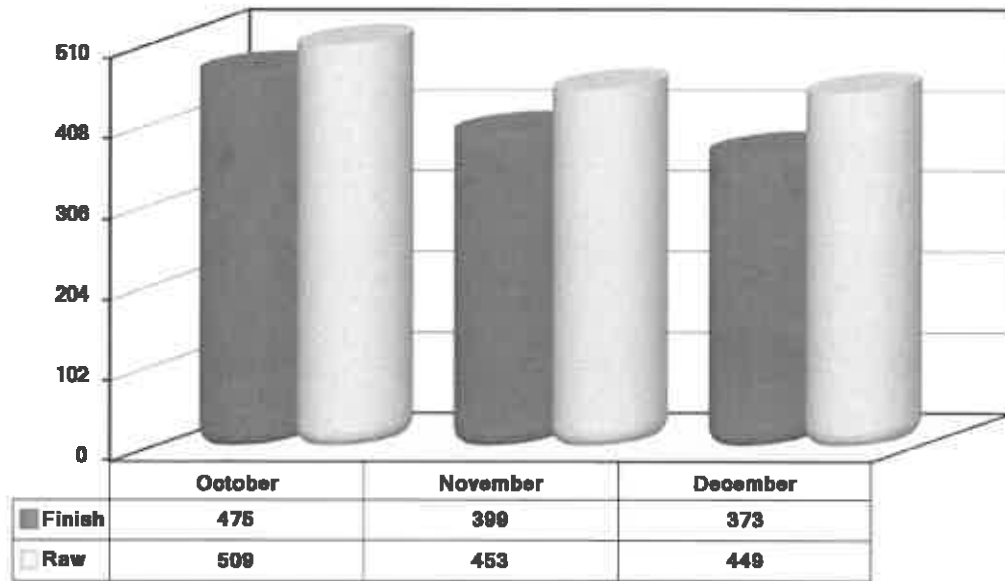
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Continued with regular maintains of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- Operators cleaned liquid ammonia containers.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- C&C removed and cleaned sludge dry beds at the South Reservoir.
- Operators continued with regular maintains of pump and motors, as well as, kept up with mowing grass in the facilities and towers.
- Operators performed dally and monthly water lab analysis, backwashed and cleaned required filters. Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.

**Water Treatment Plants
2023-24 Raw & Finish Water
Million Gals. (MG)**



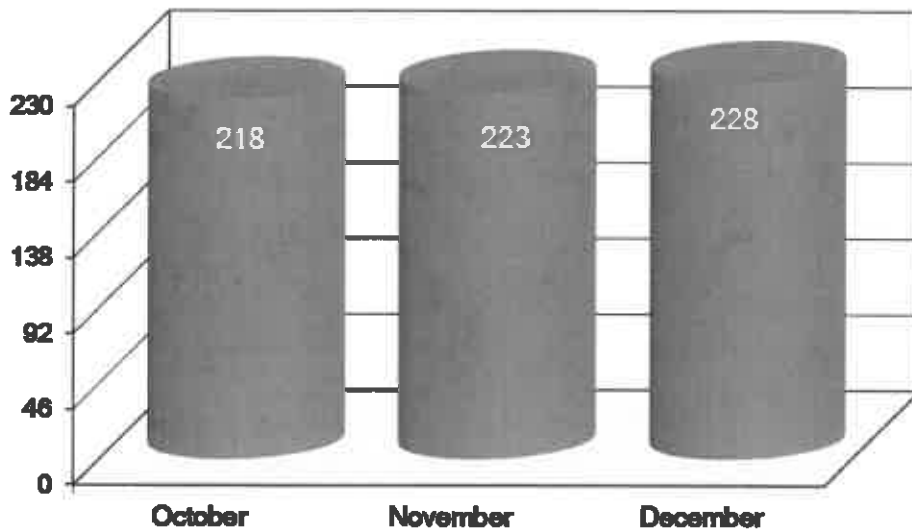
Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 228.300 million gallons of Wastewater.

2023-24 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	YTD 23-24	FY 22-23
7.3	8.7	6.7	218	223	228	669	2,719

2023-24 Treated Wastewater Million Gallons (MG)



Wastewater - Wastewater Plant Status

No violations this month and Plant operated at 54.91% capacity; Rated at 13.5 mgd; Yearly averaged 7.413 mgd; There was 0.90 inches of rainfall this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation.

Wastewater - Staff Developments

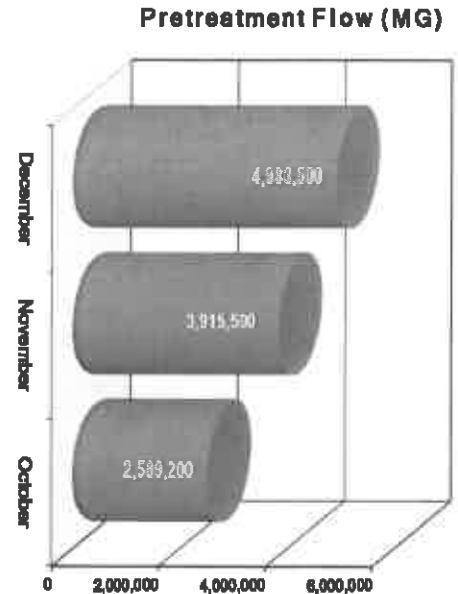
Saith Rodriguez and Juan Cortez will soon be testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. Fabian Diaz will be testing for his "D" License exam from TCEQ. The Plant hired Ramiro Ortiz as Chief Operator; he will be responsible in processing water samples, process control and TCEQ compliances.

Wastewater - Facility Activities

The Supervisory Staff continued to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant will upgrade the UV Disinfection Systems. Xylem and the City of Mission have reached an agreement to start work plans on the rehabilitation of the Disinfection System. Plans to rehabilitate the Disinfection System will allow the disinfection process to continue for an extended period of time without the added cost of new construction to main structures. Other Rehabilitation Projects will soon be looked at for the Main Lift Station and Clarifier covers for the expansion side of the Plant.

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

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works on a daily basis.
5. Maintenance Crew worked on Aerators 1 through 6 to wash and clean bolts and add grease to prevent water damage.
6. Maintenance Crew worked on oil leakage for Aerator 5.
7. Maintenance Crew worked on maintaining a proper level at the Pretreatment Pond.
8. On and off procedures were done on Rotor East 1.
9. Worked on all Odor Control Systems to reduce foul odors to the community.
10. Maintenance Crew worked on Odor System 4, by replacing water flow meters for better water flow to odor control system.



Wastewater - Contract Work City's Contracted out electricians worked on the following.

1. J&E had no work done this month.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on WAS Pump 2 for old side.
 - Worked on Aerator 5 that had gear box leakage.
 - Worked on RAS Pump 5.

Wastewater - Other Contract Work

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

Wastewater - Lab Status All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. Plant Supervisors continued using the EPA Discharge Monitoring Report federal reporting system to comply with the TCEQ permit. The Wastewater Plant is following all TCEQ rules and regulations.

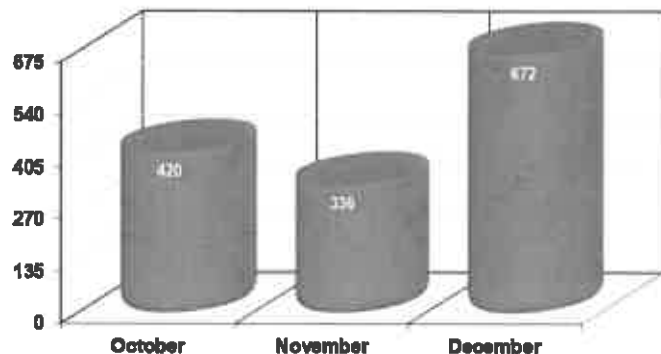
Wastewater - Special Projects Capital Improvement Projects include an upgrade on the UV Systems, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Melden & Hunt Engineers are looking into the rehabilitation needs for the Main Lift Station.

Pre-Treatment Four surface aerators and motors are operational. Clarifier at Pre-treatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 53 truckloads of 265,000 gallons of citrus wastewater to the Pre-treatment System. Pre-treatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 4,983,500 million gallons. Total sludge hauled was 672 cubic yards equivalent to forty-eight (48) roll off containers.

2023-24 Sludge Removal

Month	Roll Offs	Cu/Yds
Oct	30	420
Nov	24	336
Dec	48	672
YTD 23-24	102	1,428
FY 22-23	511	10,220

2023-24 Sludge Removal - Cubic Yards



Street Division - Benchmark Summary

Our Street Crews maintained streets using 146.41 tons of hot mix asphalt (HMA), patched approximately 675 potholes; placed a total of 50 signs 50 poles (cemented); inspected and repaired 113 traffic lights and street lights and street lamps; 1,239 street miles swept; removed 210 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were 263 customers and a monetary Collection of Debris totaling \$ 6,692.

Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Citywide Streets Maintenance	146.31 HMA Tons	100%	100%	\$ 11,705	Street Department

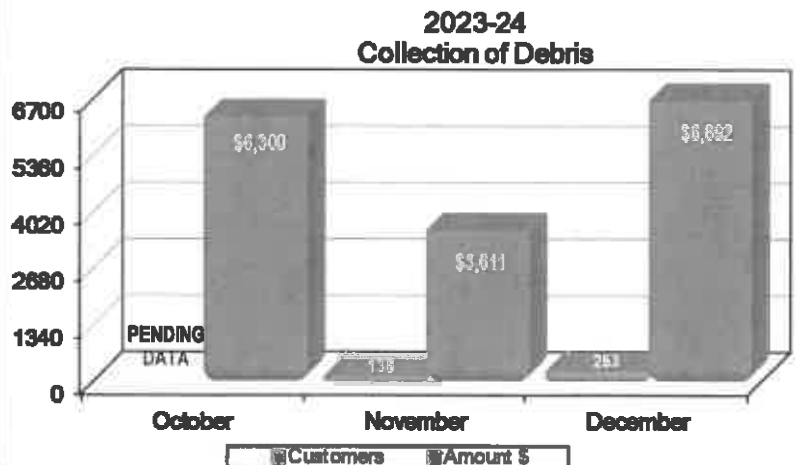
Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Glasscock Storm Drainage Improvements	11,865	90%	90%	\$ 3,712,513	Mor-Will Const. LLC

Collection of Debris There were (263) customers with a collection of debris totaling \$ 6,692.

Collection of Debris

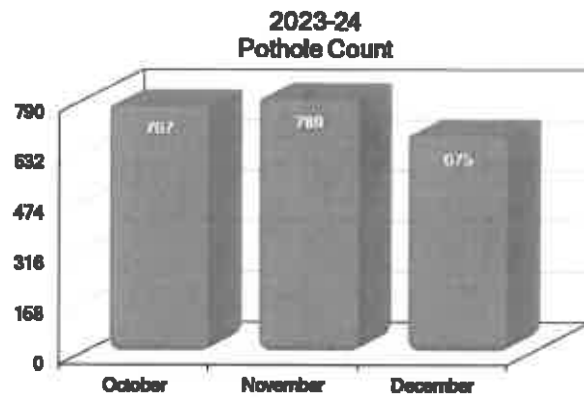
Month	Customers	Amount \$
Oct	pending	\$ 6,300
Nov	138	\$ 3,611
Dec	263	\$ 6,692
YTD 23-24	401	\$ 16,603
FY 22-23	2,592	\$ 69,562



City Pothole Maintenance Street Crews filled a total of 675 potholes.

Pothole Benchmark

Month	22-23	23-24
Oct	621	767
Nov	675	789
Dec	762	675
Totals	2,058	2,231



City Street Miles Swept Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 1,239 miles.

Street Sweeper Miles

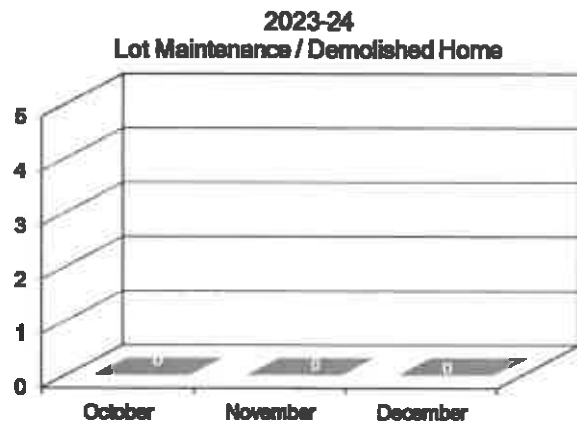
Month	22-23	23-24
Oct	199	1,048
Nov	478	837
Dec	612	1,239
Totals	1,289	3,124



Lot Maintenance / Demolished Home There were no properties demolished.

Lot Maintenance / Demolished Home

Month	22-23	23-24
Oct	0	0
Nov	2	0
Dec	0	0
Totals	2	0



Sign Shop Output Measures Crews installed 50 signs (21 stop signs) and 50 cemented poles.

Sign Installations

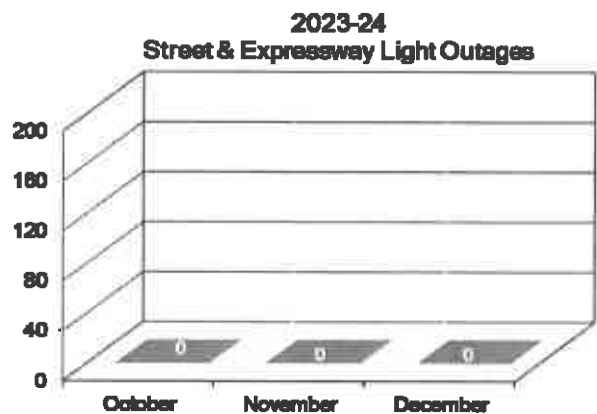
Month	22-23	23-24	Posts
Oct	67	33	33
Nov	32	24	24
Dec	71	50	50
Totals	170	107	107



Street Light Maintenance There were no Street Light Inspections this month.

Street Lights

Month	22-23	23-24
Oct	169	0
Nov	0	0
Dec	0	0
Totals	169	0



Traffic Signal Maintenance Replaced all transformers at Inspiration / FM495. Requested 5,12V solar batteries; 2,120V school timers; 2,12V timers complete; red, green, yellow LED arrows 25 each; and Brackets for dampers for Bryan / 1st Street.

School Zone				Traffic Signals Light Changes							
Month	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	2	0	8	1	1	0	0	4	30	38	84
Nov	0	0	26	1	1	0	0	2	26	34	90
Dec	4	1	4	2	2	4	8	6	38	44	113
23-24	6	1	38	4	4	4	8	12	94	116	287
22-23	9	34	119	23	38	27	40	71	242	376	979

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

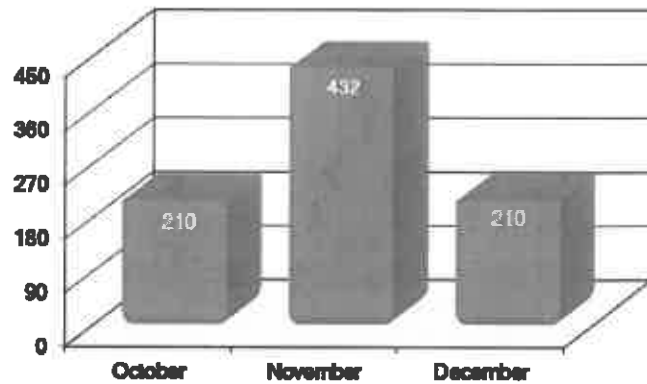
City Crew Collect Debris Our Alley Crew cleaned alleyways and averaged 5 trailer loads daily and mowed an average of 2 miles of alleyway.

Tire Removal Our Streets Crew removed 210 tires from the City this month.

Tire Collection

Month	22-23	23-24
Oct	1,200	210
Nov	675	432
Dec	365	210
Totals	2,240	852

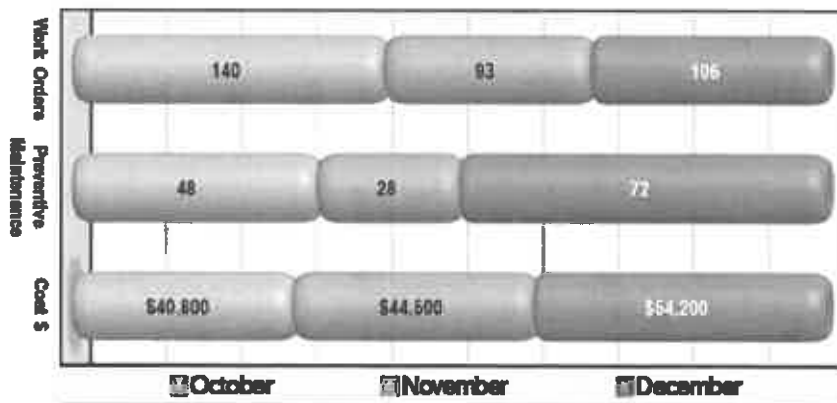
**2023-24
Tire Removal**



2023-24 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	72	72	\$ 31,200
Repairs	34	0	\$ 23,000
Totals	106	72	\$ 54,200
YTD 23-24	339	148	\$ 139,500
FY 22-23	895	715	\$ 514,600

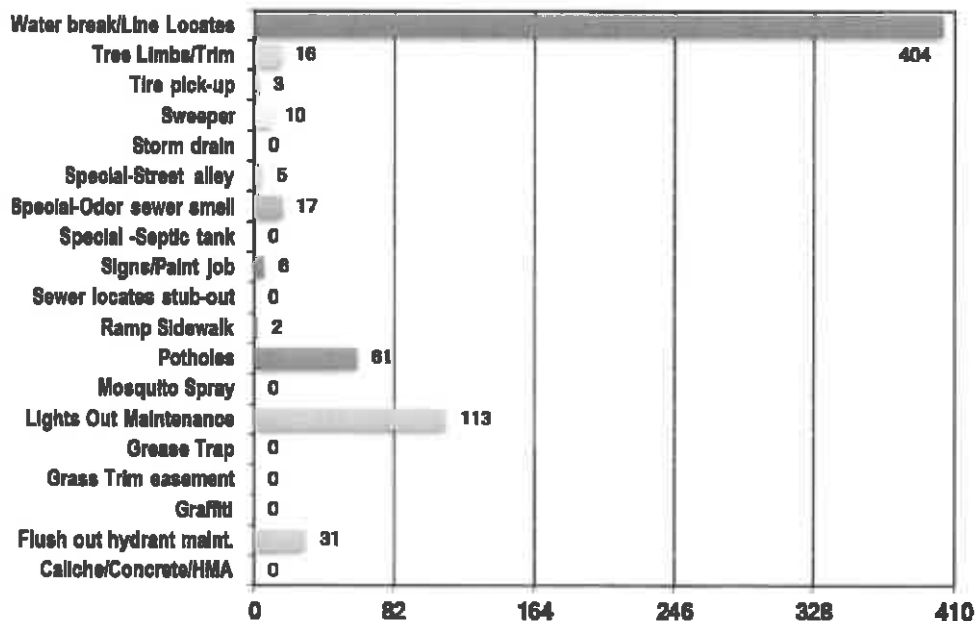
2023-24 Fleet Work Order Benchmark



Administration Request for Service Calls

Service Type	Oct	Nov	Dec	YTD 23-24	FY 22-23
Caliche/Concrete/HMA	2	0	0	2	10
Flush Hydrant Maintenance	81	64	31	176	357
Graffiti	0	0	0	0	0
Grass Trim easement	1	1	0	2	161
Grease Trap	0	0	0	0	0
Lights Out Maintenance	84	90	113	287	1,254
Mosquito spray	0	0	0	0	0
Potholes	45	82	61	188	810
Ramp Sidewalk	1	0	2	3	6
Sewer locates stub-out	0	0	0	0	0
Signs/Paint Job	6	4	6	16	79
Special -Septic tank	0	0	0	0	0
Special-Odor smell	27	12	17	56	285
Special-Street alley	6	5	5	16	132
Storm drain	6	4	0	10	102
Sweeper	21	15	10	46	135
Tire pick-up	0	5	3	8	69
Tree Limbs/Trim	21	10	16	47	212
Water break/Line locates	382	504	404	1,290	7,840
Total	683	796	668	2,147	11,452

December 2023 Request for Service Calls

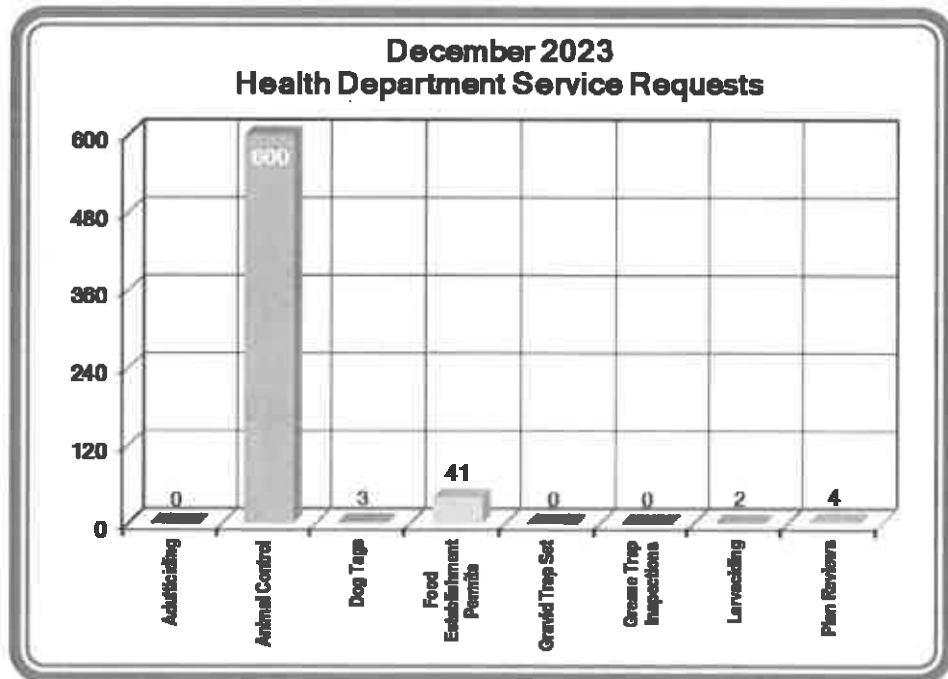


Health Department

Health Department Benchmark Summary

Following are the services provided by the Health Department for December 2023.

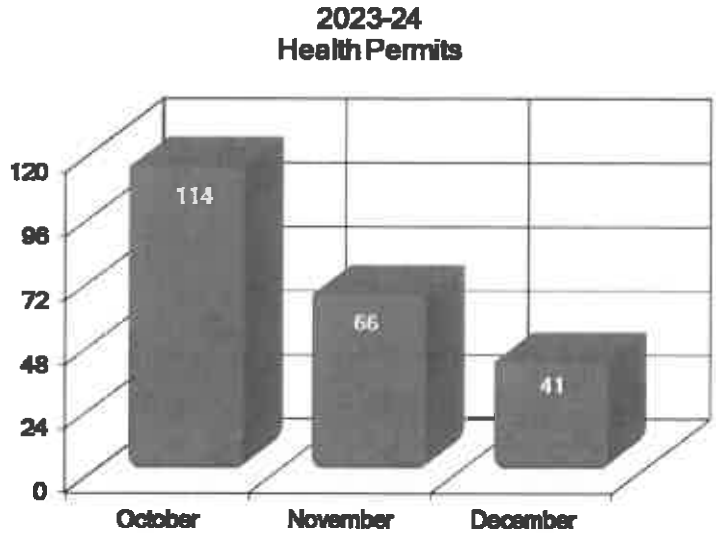
Service Type	Oct	Nov	Dec	YTD 23-24	FY 22-23
Adulticiding	0	0	0	0	5
Animal Control	756	560	600	1,916	6,813
Dog Tags	3	3	3	9	44
Food Est. Permits	114	66	41	221	720
Gravid Trap Set	0	0	0	0	0
Grease Trap Inspections	0	0	0	0	36
Larvaciding	0	0	2	2	7
Plan Reviews	8	7	4	19	74
Total	881	636	650	2,167	7,699



Health Permits

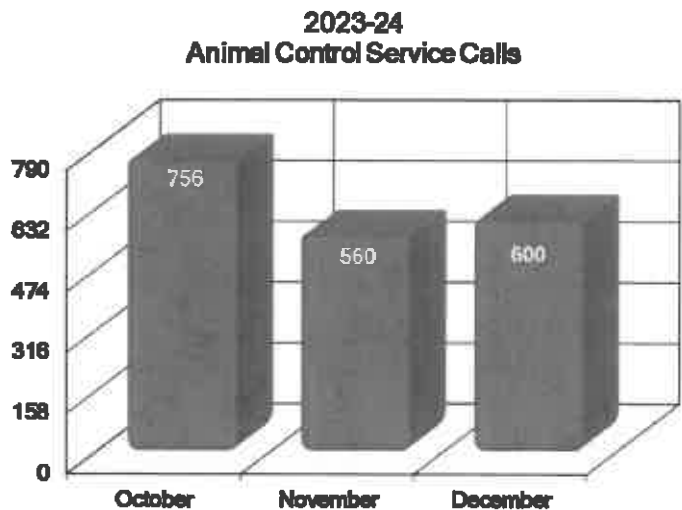
A total of 41 Food Establishment permits were issued this month.

Food Establishment Permits		
Month	YTD 22-23	YTD 23-24
Oct	64	114
Nov	42	66
Dec	54	41
Totals	160	221



Animal Control Service Calls Citizens called (600 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	YTD 22-23	YTD 23-24
Oct	585	756
Nov	394	560
Dec	419	600
Totals	1,398	1916



Health Department Animal Control

Our City's Animal Wellness Officers, Aaron, Mabely and Ivan, along with the staff from Alton and Palmview, reported the following Animal Control for December. There were 126 service orders completed by City staff this month.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Dec	YTD 23-24
Mission	63	0	1	5	9	0	78	285
Alton	0	0	0	0	0	0	0	6
Palmview	0	0	0	1	0	0	1	11
Dec	63	0	1	6	9	0	79	
YTD 23-24	229	13	1	44	15	0		302
FY 22-23	675	48	3	195	122	5		1,048

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Dec	YTD 23-24
Mission	36	0	0	8	0	0	44	230
Alton	0	0	0	0	0	0	0	3
Palmview	0	0	0	0	0	0	0	3
Dec	36	0	0	8	0	0	44	
YTD 23-24	185	1	0	42	8	0		236
FY 22-23	525	4	0	181	20	0		730

Wildlife

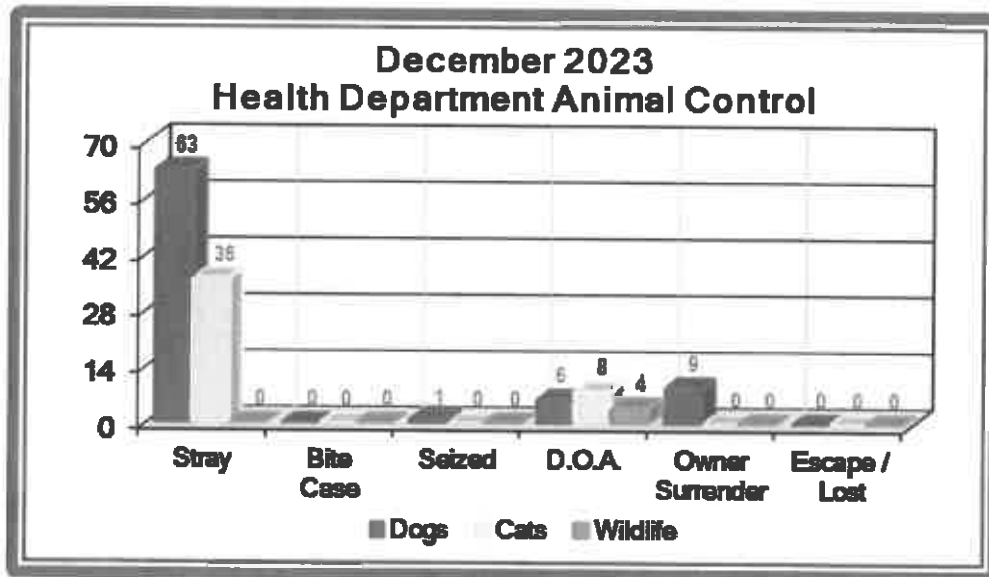
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Dec	YTD 23-24
Mission	0	0	0	4	0	0	4	20
Alton	0	0	0	0	0	0	0	1
Palmview	0	0	0	0	0	0	0	2
Dec	0	0	0	4	0	0	4	
YTD 23-24	0	0	0	23	0	0		23
FY 22-23	51	0	0	128	3	0		182

Health Department Animal Control Summary

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

December 2023 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Dec	YTD 23-24
Dogs	63	0	1	6	9	0	79	302
Cats	36	0	0	8	0	0	44	236
Wildlife	0	0	0	4	0	0	4	23
Dec	99	0	1	18	9	0	127	
YTD 23-24	414	14	1	109	23	0		561
FY 22-23	1,251	52	3	504	145	5		1,960



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

PROGRESS REPORT CDBG		DECEMBER, 2023 - UNOFFICIAL			
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$4,210.83	Agency has submitted Oct (\$2314.27) & Nov (\$1996.56). Dec request has been reviewed and currently being processed for \$2891.87. YTD: 19 clients served 793 meals	\$4,210.83	25%	\$30,379.44
AREA AGENCY ON AGING \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$0.00	Agency screening clients submitted Oct, Nov with \$0 reimbursement. Dec request (\$0) has been received. Agency has screened 2 clients YTD.	\$0.00	0%	\$6,000.00
C.A.M.P. UNIVERSITY \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$2,762.56	Agency has submitted Oct (\$1821.40) & Nov (\$941.16). Dec request has been reviewed and processed for \$337.44. YTD: 9 clients served	\$2,762.56	92%	\$237.44
COMFORT HOUSE \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$0.00	Agency screening participants; no reports have been submitted	\$0.00	0%	\$3,000.00
HOPE MEDICAL SERVICES \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency submitted Oct (\$883.00) for medical necessities. Nov is pending. YTD: 9 clients served	\$0.00	0%	\$3,000.00
CASA OF HIDALGO COUNTY, INC. \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$0.00	Agency submitted Oct(\$332.91) & Nov(\$1043.4) request. Dec request has been submitted and processed for \$94.68. YTD: 3 clients served	\$0.00	0%	\$1,000.00
CHILDREN'S ADVOCACY CENTER \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$0.00	Agency has submitted Oct(\$7473.65) & Nov(\$1225.22) requests. Dec is pending. YTD: 31 clients served	\$0.00	0%	\$11,000.00
EMERGENCY RENTAL ASSISTANCE PROGRAM \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$0.00	Staff preparing program guidelines and will market the program through media next month.	\$0.00	0%	\$15,000.00
SILVER RIBBON \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$0.00	Agency serving participants; Oct(\$610.00) Nov(\$0) requests reports not processed due to printer errors. YTD: 3 Households served	\$0.00	0%	\$3,000.00
AFFORDABLE HOMES OF SOUTH TEXAS \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$0.00	Agency screening participants; 4 applicants prequalified for \$15000.00 subsidy. Agency submitted Oct (\$6) Nov (\$62.98) Dec request (\$146.89) Admins completed. All requests received pending review.	\$0.00	0%	\$100,000.00
HOUSING ASSISTANCE PROGRAM					
REHABILITATION \$50,000.00	\$0.00	Requested title reports for 33-6; Pending Title Opinion	\$0.00	0%	\$50,000.00
RECONSTRUCTION \$636,209.00	\$26,249.70	2 Reconstruction project completed. MAP 31-II Staff recruiting 6 applicants - 1 23-1 and 1 Hardship case received under review	\$144,373.35	23%	\$491,835.65
HOUSING ADMINISTRATION \$103,833.00	\$9,987.52	Overnight Expense of the Housing Assistance Program	\$24,675.40	24%	\$78,957.60
PROGRAM ADMINISTRATION \$184,934.00	\$20,243.80	Overnight Expense of the CDBG Program	\$40,934.25	22%	\$143,999.75
\$1,133,976.00	\$63,496.41		\$217,156.39	19%	\$927,109.88
Community Development Department CDBG / HOUSING					
New Applicants (HAP)	Agencies/Contractor:	Departments:	# of referrals to other agencies/departments:	Walk-ins	
0	2	1	6	21	
New Applicants (EAP)	Re-certifications:	Previously Assisted:	Incoming Crisis:	Appointments	
0	1	5	21	2	

**COMMUNITY DEVELOPMENT DEPARTMENT
 PROGRESS REPORT CV AND CV-3
 FISCAL YEAR 2022-2023 (FUNDING THRU 06/2026)**

PROGRESS REPORT CV	DECEMBER, 2023 - UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS					
\$0.19					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency completed program	\$0.00	0.00%	\$0.19
EMERGENCY ASSISTANCE PROGRAM					
\$16,036.35					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$650.78	Program continues to assist with rent, mortgage, and utilities; YTD: 1 new applicant; 4 recurring	\$5,939.44	37.04%	\$10,096.91
PROGRAM ADMINISTRATION					
\$310.00					
	\$0.00	Staff completed contract hours; program continues	\$0.00	0.00%	\$310.00
AFFORDABLE HOMES OF SOUTH TEXAS CV3					
\$62,715.88					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$0.00	Agency submitted Oct(\$1034.90) Nov(\$3560.00) and Dec (\$5618.66). Pending review process	\$0.00	0.00%	\$62,715.88
FOOD BANK OF RGV CV3					
\$2.46					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency completed program	\$0.00	0.00%	\$2.46
MISSION FIRE DEPARTMENT CV3					
\$43,938.89					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$0.00	Emergency Management staff reviewing concrete pad specifications	\$0.00	0.00%	\$43,938.89
\$123,003.77	\$650.78		\$5,939.44	4.83%	\$117,064.33

**Community Development Block Grant Program
Housing Assistance Program**



4027 E. Beatty Street (100% Complete)



202 E. El Ranchito Street (100% Complete)



917 Rankin Street (100% Complete)

Welcome Home Events



4027 E. Beatty Street ~ Welcome Home-December 7, 2023



202 E. El Ranchito Street ~ Welcome Home-December 21, 2023



917 Rankin Street ~ Welcome Home-December 21, 2023

Attendance log

2023-2024

CITIZENS ADVISORY COMMITTEE (CAC)

The CAC is composed of 9 members whom conduct business for the City's CDBG program in accordance with the bylaws adopted by the City Council

Members	10/10/2023	10/24/2023	11/07/2023	11/14/2023	11/28/2023	12/12/2023	12/26/2023	1/9/2024	1/23/2024	2/13/2024	2/27/2024	3/12/2024	3/26/2024	4/9/2024	4/23/2024	5/14/2024	5/28/2024
1 Lorence Garza	P	N/A	N/A	P	N/A	P	N/A	N/A	P								
2 Zoraida Lopez	P	N/A	N/A	A	N/A	P	N/A	N/A	P								
3 Roxanne Mendez	A	N/A	N/A	P	N/A	P	N/A	N/A	P								
4 Alma Garcia	P	N/A	N/A	P	N/A	P	N/A	N/A	A								
5 Cynthia Pacheco	A	N/A	N/A	A	N/A	A	N/A	N/A	A								
6 Francisco Cadena	P	N/A	N/A	P	N/A	P	N/A	N/A	P								
7 Marsha Terry	P	N/A	N/A	P	N/A	P	N/A	N/A	P								
8 Monica Rosales-Flores	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P								
9 Emigilio Villanueva, Jr.	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P								
10 QUORUM	5	N/A	N/A														

Members	6/11/2024	6/25/2024	7/9/2024	7/23/2024	8/13/2024	8/27/2024	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting	Regular Meeting
1 Lorence Garza																	
2 Zoraida Lopez																	
3 Roxanne Mendez																	
4 Alma Garcia																	
5 Cynthia Pacheco																	
6 Francisco Cadena																	
7 Marsha Terry																	
8 Monica Rosales-Flores																	
9 Emigilio Villanueva, Jr.																	
10 QUORUM																	

PRESENT	KEY
ABSENT	A
NO QUORUM	NQ
NO MEETING	N/A
RESCHEDULED	RS
VACANT	V
RESIGNED/WITHDREW	X
CONFIRMED ATTENDANCE (*)	



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

Mission Fire Prevention

Monthly Activity Report: January 2024

FIRE INVESTIGATIONS

There were one (1) fire investigations for the month of January.

- On January 5, 2024, Lieutenant Jose Oscar Alanis was called to document a kitchen fire at 1303 Matamoros St. Apt.55: Accidental

Full Investigation: 0 Total

Call out to document of incident: 1 Total

Year to Date: 5 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 January.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

INSPECTIONS

There were one hundred and five (105) inspections conducted for the month of January: thirty - six (36) occupancy, forty – two (42) annual and twenty-seven (27) other forms of inspections.

Year to Date: 334 Total 111 Occupancy 128 Annual 95 Other

Inspection rate to date: 6%

COMPLAINTS

There were zero (0) complaints for the month of January

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

Year to Date: 0 Total

SUBDIVISION REVIEWS

For the month of January there were twenty - one (21) subdivision plan reviews.

Year to Date: 75 Total

SPRINKLER SYSTEM REVIEWS

For the month of January there was one (1) sprinkler system plan reviews.

Year to Date: 15 Total

FIRE ALARM SYSTEM REVIEWS

For the month of January there were three (3) fire alarm system plan review.

Year to Date: 12 Total

EXHAUST HOOD CANOPY PLAN REVIEWS

For the month of January there was zero (0) exhaust hood canopy plan reviews.

Year to Date: 5 Total

HOOD SUPPRESSION PLAN REVIEWS

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

Year to Date: 5 Total

LP TANK PERMITS

For the month of January there were zero (0) LP tank permits issued.

Year to Date: 3 Total

UNDERGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 0 Total

ABOVEGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 4 Total

BURNING PERMITS

There was one (1) city burning permits issued for the month of January.

Year to Date: 11 Total

PLAN REVIEWS

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

- Mechacas Garage – 2120 W. 3 mile line
- Hotworx Studio – 2401 S. Shary Rd. Suite 7A
- Metal Canopy – 1812 E. Griffin Parkway
- Apostolica Assembly – 210 N. St Marie
- The UPS Store – 808 S. Shary Suite 5
- Xcell Orthopaedics – 2308 E. Griffin Parkway
- 4 Plex – 800 Hidden Hills Lot 1
- Mission Headstart #3 – 3401 N. Mayberry
- 4 plex – 1003 W. 8th street lot 15
- 4 plex – 1005 W. 8th street lot 14
- Valley Memorial – 2575 E. Griffin Parkway Suite 5
- Installation of sewer life station – 207 S. Shary

Year to Date: 51 Total

FIRE DRILLS

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

Year to Date: 0 Total

TRAINING

There was one (1) training in the month of January.

- Lieutenants Omar Salinas and Oscar Alanis attended the Hazmat Training” at on January 22, 2024.

Year to Date: 9 Total

MEETINGS ATTENDED

For the month of January there were thirty - two (32) meetings attended by the Fire Prevention Office.

- January 3, 2024 - Fire Marshal Frank Cavazos attended Directors Staff meeting at City Hall
- January 3, 2024 - Fire Marshal Frank attended meeting with Chief Garcia and Assistant Fire Marshal Joel Saenz at the Mission Fire Department Administration Conference room
- January 4, 2024 - Fire Marshal Frank Cavazos attended SRC meeting
- January 8, 2024 - Fire Marshal Frank Cavazos City ID's
- January 8, 2024 – Fire Marshal Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- January 8, 2024 – Fire Marshal Frank Cavazos attended City Council meeting held at Mission City Hall Chambers room.
- January 8, 2024 – Fire Marshal Frank Cavazos attended the ITT Community Challenge meeting at Mission City Hall
- January 9, 2024 - Fire Marshal Frank Cavazos attended Lexipol meeting at the Mission Fire Department Administration Conference room
- January 9, 2024 - Fire Marshal Frank Cavazos attended the Texas Citrus Fiesta meeting in the Community room hosted by Amy Tijerina
- January 10, 2024 – Fire Marshal Frank Cavazos one on one meeting with Chief Garcia
- January 10, 2024 – Fire Marshal Frank Cavazos attended Homeland security Exercise & Evaluation program at the McAllen Convention Center.
- January 10, 2024 – Fire Marshal Frank Cavazos attended ESO Properties & Inspection meeting via zoom call
- January 10, 2024 – Fire Marshal Frank Cavazos attended meeting regarding Fun Fair & Carnival walk through.
- January 11, 2024 - Fire Marshal Frank Cavazos attended SRC meeting

- **January 11, 2024 – Fire Marshal Frank Cavazos attended Texas Citrus Fiesta MFD Planning meeting at MFD training room**
- **January 11, 2024 - Fire Marshal Frank Cavazos attended Shift bid process meeting with Chief Garcia**
- **January 12, 2024 – Fire Marshal Frank Cavazos attended the Texas Citrus follow up Parade meeting at Texas Citrus Fiesta bldg. hosted by Amy Tijerina**
- **January 16, 2024 - Fire Marshal Frank Cavazos City ID's**
- **January 16, 2024 – Fire Marshal Frank Cavazos attended the Staff Meeting at City Council Chambers**
- **January 17, 2024 – Fire Marshal Frank Cavazos attended the Meeting with the Grant's Office at Mission Fire department Administration Conference room.**
- **January 18, 2024 - Fire Marshal Frank Cavazos attended SRC meeting**
- **January 18, 2024 – Fire Marshal Frank Cavazos attended Texas Citrus Fiesta Parade and Fun Fair at the Mission Police Department briefing room.**
-
- **January 18, 2024 – Fire Marshal Frank Cavazos attended meeting with Chief Garcia regarding Department Operations at the Mission Fire Department Administration Conference room**
- **January 22, 2024 – Fire Marshal Frank Cavazos attended the Mission City Council Workshop at City Hall**
- **January 22, 2024 – Fire Marshal Frank Cavazos attended the Mission City Council Meeting at City Hall**
- **January 22, 2024 – Fire Marshal Frank Cavazos attended the Command Staff meeting at Mission Fire Department Administration Conference room.**
- **January 23, 2024 – Fire Marshal Frank Cavazos staff meeting**
- **January 25, 2024 – Fire Marshal Frank Cavazos SRC meeting**
- **January 29, 2024 – Fire Marshal Frank Cavazos had a meeting with CDBG**
- **January 29, 2024 – Fire Marshal Frank Cavazos City ID's**
- **January 31, 2024 – Fire Marshal Frank Cavazos City ID's**

Year to Date: 127 Total

PUBLIC EDUCATION

During the month of January there were three (3) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
1/19/2024	Amigos Del Valle				30	
1/26/2024	Julissa Martin			100		
1/30/2024	Bryan Elementary Health Fair				150	

Year to Date: 48 Presentations 12,804 Audience
 Year to Date w/The Tutor 0 Presentations 0 Audience
 Year to Date w/F.S.T. 10 Presentations 1010 Audience
 Year to Date w/City Events 4 Presentations 2180 Audience
 Year to Date – Other 8 Presentations 1560 Audience
 Year to Date Grand Total 70 Presentations 17,554 Audience

Frank Cavazos, Deputy Chief/Fire Marshal

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

Year-by-Year:	2019 - 2020	2020 - 2021	2021 - 2022	2022-2023	2023-2024	% to 2022
EMS						#DN/0i
Fire/1st Responder						0
Fire Inspections	903	1,324	1,776	2289	334	#DN/0i 15%
Fire Insp. (rate)	23.21%	32%	39%	45%	6%	
Fire Loss (\$\$)					\$0	
Total Businesses	3,890	4,184	4,604	5075	5148	

FY 2022-2023:	Oct	Nov	Dec	Jan	Feb	Mar
EMS						
Fire/1st Responder						
Fire Inspections	78	74	77	105		
Fire Loss (\$\$)						
FY 2022-2023:	Apr	May	Jun	Jul	Aug	Sep
EMS						
Fire/1st Responder						
Fire Inspections						
Fire Loss (\$\$)						

Response Time

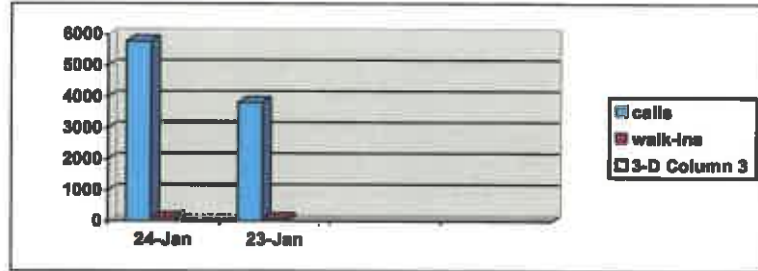
Year-by-Year:	2015	2016	2017	2018	2019 % to 2018
Response Time (Sec)					

FY 2022-2023:	Oct	Nov	Dec	Jan	Feb	Mar
Response Time (Sec)						
FY 2022-2023:	Apr	May	Jun	Jul	Aug	Sep
Response Time (Sec)						

CITY SECRETARY MONTHLY REPORT JANUARY 2024

Reception:

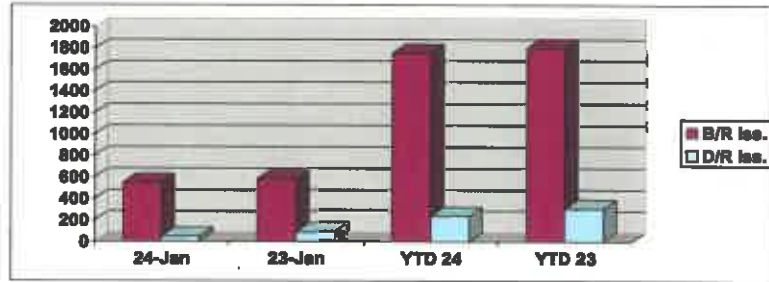
Calls received: 5,785
Walk-ins: 119



Vital Statistics:

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

Jan-24	Jan-23		YTD 24	YTD 23
158	176		661	658
547	582		1758	1806
46	56		153	199
46	87		237	306
\$13,500.00	\$14,124.00		\$ 43,148.00	\$ 34,989.00



Cemetery:

	<u>Laurel Hill</u>	<u>San Jose</u>	<u>Catholic</u>	<u>Baby Sp.</u>	<u>YTD 23/24</u>
Burials:	4	0	6	1	25
Sold Spaces:	0	0	0	0	0

	<u>Laurel Hill</u>	<u>San Jose</u>	<u>Catholic</u>	<u>Baby Sp.</u>	<u>YTD 22/23</u>
Burials:	1	0	3	0	18
Sold Spaces:	0	0	0	0	0



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) 583-7887

Interments January

January - 2021	Double	Standard	Colunbarium	In-Ground	Scatter Garden	Memorial Garden	Total
	Depth						
Veterans	2	19	11	5	0	0	37
Spouses	1	2	1	3	0	0	7
Family Members	0	0	0	0	0	0	0
Total	3	21	12	8	0	0	44

Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report							
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
Estimate of Total Plots Planned for RGVSVVC	25,090	3,879	21,211	15.46%	84.54%		
RGVSVVC - Total Plots in Developed Areas	9,255	3,879	5,376	41.91%	58.09%		

Mission	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available
RGVSVVC Availability of Casketed Burial Option in Developed Areas	4,430	2,262	2,168	51.06%	48.94%
RGVSVVC Availability of Cremation Burial Option in Developed Areas	3,825	1,580	2,245	41.31%	58.69%
RGVSVVC Availability of Memorial Burial Option in Developed Areas	1,000	37	963	3.70%	96.30%



RGV State Veterans Cemetery

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**Events and Ceremonies Information
Unaccompanied Veteran February 2, 2024**

**Upcoming Events:
Armed Forces Day, May 18, 2024
Memorial Day, May 27, 2024**





RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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Completed Projects:

- Irrigation Audit for January 2024 completed
- Removal of 80% non-usable equipment 11/24/2023
- Water Heater repairs (VLB OAR approved/completed)
- 2023 Grave Audit Completed

Ongoing Projects Pending- VLB OAR- Funded:

- 72" Mower repairs (VLB OAR approved pending pa/rt)
- Compressor replacement (VLB OAR pending approval)
- Lowering Device maintenance –pending quote (VBL)
- Sweeper for Tool Cat VLB (OAR pending approval)
- Power washing areas with mold with the cemetery
- Complete 2023 Maintenance and Facilities Plan

Ongoing Projects Pending:

- Monthly Irrigation Audit-replace broken lines/equipment
- 100% Pre-registration eligibility review-on going project
- Mowing/Up keep North area tract-TBD
- Repaint/restriping of roads/parking/signage
- Staff cross-training -2024
- Preparing for Armed Forces Day 2024/Memorial Day 2024

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 -2

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

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, JANUARY 2024
DATE: FEBRUARY 5, 2024




1. Mission Fire Department-we conducted an entry level examination where 49 individuals participated. They will continue with the hiring process.
2. Mission Fire Department will be promoting two ENGs Paul Bernal and Brian Sanchez to LT immediately. 2nd round of LT's promotional examination will be March 14, 2024
3. Mission Police Department has thirteen (13) openings and are being filled as soon as possible.

Thank you!

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: RANDY PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, JANUARY 2024
DATE: FEBRUARY 5, 2024



We have a total of 644 submission for January of 2024 with a total of 4617 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

Our media department has been pushing the 311 program with an interview with City Manager Randy Perez encouraging our citizens to utilize the program.

Thank you!

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

Item 7.

Topic	Count
Health	
Animal Control	543
Mosquitoes	0
Total - Health	543
Obstructions - Tree/Branches	
MOWING	2
Total - Obstructions -Tree/Branches	2
Parks & Rec	
Graffiti	0
Mowing	0
Parks	3
Restrooms	1
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	4
Planning	
Construction Concerns	0
Dilapidated Home/Structure	0
Garage Sales	1
Health & Sanitation	0
Illegal Dumping	3
Junked Vehicle on private property	2
Sewer Concerns	2
Unsafe Building	1
Weedy Lot	8
Total - Planning	17
Police Department	
Illegal Parking	11
Total - Police Department	11
Public Works	
Flooded area/Roadway and streets	2
Foul smell	0
Junk Vehicle	4
Lift Station	0
Low Water Pressure	3
Obstruction-Trees/Branches	3
Pot Holes	11
Sandbag (Elderly And Disabled)	0
Side Walk	5
Street Light	17
Streets/Signs	12
Tires	0
Traffic Signals	1
Water Leaks	6
Total - Public Works	64
Sanitation	
Brush	1
Bulky Items	2
Garbage	0
Trash	0
Total - Sanitation	3
All Topics	
Total All Topics	6

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4113	Street Light	Closed	01/01/2024		acevedo, Yahaira	Adjacent to 3709 Gran Canal
4483	Street Light	Closed	01/21/2024		acevedo, Yahaira	Downed light pole Glasscock road southbound Sharyland HOA
4337	Street Light	Closed	01/12/2024		acevedo, Yahaira	Light has almost a year reported and no one has fixed it. it's number 15
4211	Street Light	Closed	01/06/2024		acevedo, Yahaira	all the street lights are out. It is very dark in that area. this is a second request. they never got fixed.
4335	Street Light	Closed	01/12/2024		acevedo, Yahaira	light not working
4334	Street Light	Closed	01/11/2024		acevedo, Yahaira	Street light has been out for some time. could use upgrades to neighborhood since it is rather dark.
4336	Street Light	Closed	01/12/2024		acevedo, Yahaira	light not working
4364	Street Light	Closed	01/12/2024		acevedo, Yahaira	light has been out for some time now and needs to be fixed.
4216	Street Light	Closed	01/07/2024		acevedo, Yahaira	the light don't turn on at all
4451	Street Light	Closed	01/18/2024		acevedo, Yahaira	the light don't turn on at all
4215	Street Light	Closed	01/07/2024		acevedo, Yahaira	the light don't turn on at all
4363	Street Light	Closed	01/12/2024		acevedo, Yahaira	light has been out for some time now and needs to be fixed.
4212	Street Light	Closed	01/07/2024		acevedo, Yahaira	this was replaced last month and it is out again
4214	Street Light	Closed	01/07/2024		acevedo, Yahaira	street light not working
4395	Street Light	Closed	01/16/2024		acevedo, Yahaira	Photo attached
4453	Street Light	Open	01/18/2024	01/23/2024	acevedo, Yahaira	3203 Los Indios Pkwy N the light don't turn on ar all
4452	Street Light	Closed	01/18/2024		acevedo, Yahaira	between San Armando and Los Indios the light don't turn on at all

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4112	Streets/Signs	Closed	01/01/2024		Diaz, Gabriel	corner of Gran Canal and San Mateo
4114	Streets/Signs	Closed	01/01/2024		Diaz, Gabriel	Photo attached
4482	Streets/Signs	Open	01/20/2024	01/30/2024	Diaz, Gabriel	Photo attached
4668	Streets/Signs	Open	01/30/2024	02/09/2024	Diaz, Gabriel	Photo attached
4669	Streets/Signs	Open	01/30/2024	02/09/2024	Diaz, Gabriel	Photo attached
4670	Streets/Signs	Open	01/30/2024	02/09/2024	Diaz, Gabriel	Photo attached
4489	Streets/Signs	Open	01/22/2024	02/01/2024	Diaz, Gabriel	01-18-24: Jesse Lerma stated he would look into this. He asked that we text him the address in question. Good morning Mr. Lerma, Could you provide an update on this request as soon as possible?...
4574	Streets/Signs	Open	01/25/2024	02/04/2024	Diaz, Gabriel	Speed limit not posted on either end of Colorado St, which contributes to speeding drivers on road.
4752	Streets/Signs	Open	01/31/2024	02/10/2024	Diaz, Gabriel	still no street sign on either three sides of the intersection of 4th and shary rd. I submitted this request since mid 2023.
4255	Streets/Signs	Closed	01/09/2024		Diaz, Gabriel	Stop sign missing at corner of Washington and Barnes. Fast traffic area
4276	Streets/Signs	Closed	01/09/2024		Diaz, Gabriel	missing stop sign for traffic travelling eastbound on Los Indios from grand canal
4275	Streets/Signs	Closed	01/09/2024		Diaz, Gabriel	missing stop sign for traffic exiting south into Los Indios road

Item 7.

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 7.
4646	Pot Holes	Open	01/29/2024	02/03/2024	Hernandez,Baldo	Photo attached	
4671	Pot Holes	Open	01/30/2024	02/04/2024	Hernandez,Baldo	entrance to Greens Subdivision	
4398	Pot Holes	Open	01/16/2024	01/21/2024	Hernandez,Baldo	Potholes in the alleyway of Solar dr off of Conway	
4279	Pot Holes	Open	01/10/2024	01/15/2024	Hernandez,Baldo	Potholes on North side of intersection of Los Ébanos & Bus 83	
4751	Pot Holes	Open	01/31/2024	02/05/2024	Hernandez,Baldo	pot hole on Mayberry at the intersection of Citriana and mayberry.	
4311	Pot Holes	Open	01/11/2024	01/16/2024	Hernandez,Baldo	alley potholes— several	
4498	Pot Holes	Open	01/22/2024	01/27/2024	Hernandez,Baldo	Multiple pot holes there and through out Colorado St.	
4748	Pot Holes	Open	01/31/2024	02/05/2024	Hernandez,Baldo	pot holes on the intersection of Francisco and Del Mar before stop sign. another's as you turn left at that same intersection behind the clinic. need fix asap.	
4624	Pot Holes	Open	01/28/2024	02/02/2024	Hernandez,Baldo	two potholes on san mateo street, between shary road and Santa fe street (see photos)	
4749	Pot Holes	Open	01/31/2024	02/05/2024	Hernandez,Baldo	several pot holes at Francisco and section before frontage road next to pizza hut. need fixed asap.	
4750	Pot Holes	Open	01/31/2024	02/05/2024	Hernandez,Baldo	pot hole at JR Street as your turn from frontage road.	

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4542	Water Leaks	Closed	01/24/2024		cantu,omar	busted water pipe
4733	Water Leaks	Closed	01/31/2024		cantu,omar	water is leaking and no one lives in that house
4210	Water Leaks	Closed	01/06/2024		cantu,omar	water leak at rear of unit off of trunk lineno
4622	Water Leaks	Closed	01/26/2024		cantu,omar	maybe this is why I have low water pressure at 1901 circle creek
4116	Water Leaks	Closed	01/02/2024		cantu,omar	water puddles near city water line in grass area.
4121	Water Leaks	Closed	01/02/2024		cantu,omar	Water meter might be incorrect. We were reported by you in 2022 that water meter is not broken, but we believe it's broken. We went out of city and closed main water valve before we departed. We...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description	Item 7.
4150	Weedy Lot	Closed	01/03/2024		Villarreal, Yvette	Grass is over grown and needs to be taken care of.	
4582	Weedy Lot	Closed	01/25/2024		Villarreal, Yvette	lot is full of weeds back and front	
4281	Weedy Lot	Closed	01/10/2024		Villarreal, Yvette	Photo attached	
4109	Weedy Lot	Closed	01/01/2024		Villarreal, Yvette	Photo attached	
4268	Weedy Lot	Closed	01/09/2024		Villarreal, Yvette	Photo attached	
4119	Weedy Lot	Closed	01/02/2024		Villarreal, Yvette	Photo attached	
4111	Weedy Lot	Closed	01/01/2024		Villarreal, Yvette	high grass cvs pharmacy	
4110	Weedy Lot	Closed	01/01/2024		Villarreal, Yvette	Photo attached	

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4115	Animal Control	Closed	01/02/2024		Espinoza,Mitchell I.	this dog from 1708 31st street been lose 8...
4120	Animal Control	Closed	01/02/2024		Espinoza,Mitchell I.	GIANT BEE HIVE- Please help
4122	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- loose dog, prior issue, caller was...
4123	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- srvc trap psm at driveway / ring...
4124	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- srvc trap psm, at front thank you
4125	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- wants aco call / regarding dog...
4126	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- 3 loose dogs msg frm holiday /...
4127	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- dog is in the back msg frm holiday...
4128	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- injured dog, contained, since wknd,...
4129	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- LOT 217, srvc trap psm, at front ...
4130	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- 1045 psm msg frm holiday / answer...
4131	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- dog stuck under RV msg frm holiday...
4132	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- neighbor dog in his prop,...
4133	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- IDEA school / Palmview- 3 mile,...
4134	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	Barking dogs, § 14-75.
4135	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- 2nd call, srvc trap psm resident...
4136	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- srvc trap psm thank you
4137	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- loose doberman & other dogs, caller...
4138	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- srvc trap cat, at front thank you
4139	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- srvc trap psm, at side thank you
4140	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	Feral cat in animal trap that needs to be...
4141	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- caller states St. Marie / owner is...
4142	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- srvc trap psm, at front address—...
4143	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- srvc trap psm, frmt thank you
4144	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- 3 loose dogs (yellow / brwn / blk) ...
4145	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- loose / blk large dog on prop,...
4146	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- stray dog since wknd, caller is...
4147	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / am- srvc trap cat, 300 N. Bryan / Unit...
4148	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- loose- small / tan / terrier,...
4149	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / am- loose dog, at front door, caller...
4152	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / noon- dog on prop, caller will not tie...
4153	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / noon- 1045 cat msg frm staff / phn...
4154	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / noon, abandoned dog, small / brown,...
4155	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / noon, injured- stray dog / brown / ...
4156	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / noon- dog on dog bite msg from staff /...
4157	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / noon- stat / dog bite (already...
4158	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / noon- repeat calls, loose dogs, runs...
4159	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / noon- TRLR 4, srvc trap psm thank you
4160	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / pm- 2 stray dogs, one white / one...
4161	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed-noon, bldg 1 - apt 125, sick kitten,...
4162	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed- noon, 1045 dog, on street, large dog ...
4163	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed - noon, teach how to set up trap, 2 psm...
4164	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / pm- 2 ptbls loose, roaming since this...
4165	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed- pm, loose dogs, roams and comes bk to...
4166	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed- pm, 2 loose dogs, one husky (w/collar),...
4167	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / pm- dog on prop, small / chih, at bk...
4168	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / pm- neigh dog is on his prop, repeat...
4169	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / pm- apts, loose pup (brown w/white) at...
4170	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / pm- dog with rabies, foam at mouth,...
4171	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / pm- loose dog, call from a.m.today,...
4172	Animal Control	Closed	01/03/2024		Espinoza,Mitchell I.	wed / pm- loose / agg blk- brown rottweiler...
4173	Animal Control	Closed	01/03/2024		Rodriguez,Daniel	wed / pm- 1045 cat, large / on street thank...
4174	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- now it's TWO loose dogs, from Leo's...
4175	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- TRLR #4 (alley) srvc trap psm at...
4176	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- injured cat, found under brush-pick...
4177	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- loose dog, repeat issue, causes...
4178	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- loose dog, tearing up apts / prop,...
4179	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- Idea school (north / holland),...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4180	Animal Control	Closed	01/04/2024		Espinoza,Mitchell I.	thr / am- caller got red note, asked for call...
4181	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- 1045 dog, large / personal, will...
4182	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- loose black dog, roam street, throw...
4183	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- loose dog, small / brown, runs...
4184	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- 1045 cat on street thank you
4185	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- 2 loose dogs (one is orange chih /...
4186	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- 2 loose dogs, go under fence, g...
4187	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- 3 loose dogs, roam street, come...
4188	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / am- 2 small breed dogs, loose on prop ...
4189	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	Dogs Barking 2nd request
4190	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / noon- LOT #1 one inj cat / one srvc...
4191	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / noon- 2 loose dogs (brown & brindle) ...
4192	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / noon- abandoned dog by soccer fields ...
4193	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / pm- contained stray dog, blind/...
4194	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / pm- 5 contained pups (to adults), at...
4195	Animal Control	Closed	01/04/2024		Espinoza,Mitchell I.	thr / pm- Oleander acres, 4 contained cats ...
4196	Animal Control	Closed	01/04/2024		Espinoza,Mitchell I.	thr / pm- 2 loose dogs (one adult / one pup) ...
4197	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / pm- IDEA school (south), loose / agg...
4198	Animal Control	Closed	01/04/2024		Rodriguez,Daniel	thr / pm- 1045.dog, on sidewalk / small /...
4199	Animal Control	Closed	01/05/2024		Espinoza,Mitchell I.	fri / am- loose dogs- 2 g sheps, roams...
4200	Animal Control	Closed	01/05/2024		Espinoza,Mitchell I.	fri / am- loose dog- white/ lt. brown spots /...
4201	Animal Control	Closed	01/05/2024		Rodriguez,Daniel	fri / am- IDEA school / south, coyote /...
4202	Animal Control	Closed	01/05/2024		Rodriguez,Daniel	fri / am- repeat rqst, loose dog in carport ...
4203	Animal Control	Closed	01/05/2024		Espinoza,Mitchell I.	fri / am- srvc trap psm, at front thank you ...
4204	Animal Control	Closed	01/05/2024		Espinoza,Mitchell I.	fri / am- loose canine, at bridge, p.d....
4205	Animal Control	Closed	01/05/2024		Rodriguez,Daniel	fri / pm- dog bite victim mom wants dog...
4206	Animal Control	Closed	01/05/2024		Espinoza,Mitchell I.	fri/ pm- loose ptbl- brwn, owner is corner...
4207	Animal Control	Closed	01/05/2024		Rodriguez,Daniel	fri / pm- 4 loose pups, bk yrd, just arrived,...
4213	Animal Control	Closed	01/07/2024		Espinoza,Mitchell I.	a dead animal needs to be removed called...
4217	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	answ srvc / wknd- non agg / small / blk dog-...
4218	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	answ srvc / wknd- 1045 cat i called...
4219	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	answ srvc / wknd- 4 loose dogs / large, roam...
4220	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	verbal msg frm aco Ivan- srvc trap psm thank...
4221	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon/ am- 3 loose sheep, repeat issue, on...
4222	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- 1045 cat, across water twr / next...
4223	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- srvc trap psm / front / rt side ...
4224	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- repeat issue, 3 loose sheep, they...
4225	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon/ am- RIO JUICE company, srvc trap cat,...
4226	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- (caller's personal hm) loose dog,...
4227	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- (caller's sister hm) loose dog,...
4228	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- (caller's mom hm) loose dog, repeat...
4229	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- loose g shep, suspected owner /...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4230	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- 1045 cat, mid / street / on SHARY ...
4231	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- APT #2, apt bldg, 2 lrg / brown...
4232	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon /am- Injured dog, frm dog atk / 5 dys...
4233	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- srvc trap psm / bk by driveway ...
4234	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- srvc trap cat / front / carport ...
4235	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / am- LOT 253, contained dog, stray /...
4236	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- contained stray / inside hm, ptbl...
4237	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- IDEA school, campus, coyote call...
4238	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- dog / roam trailer park, long term...
4239	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- stray on prop, since Saturday, yes...
4240	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / am- loose dogs / agg, 1 husky / 2 g...
4242	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / noon- repeat issue, address is owner hm...
4243	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / noon- bannworth park, brown dog chasing...
4244	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- loose ptbl (brown) in park...
4245	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- loose dog / chased caller's...
4246	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- re educate owner of dog (address...
4247	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- srvc trap psm thank you
4248	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- loose dog, just arrived, non...
4249	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / pm- bees by alley, he's lawn man msg...
4250	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / pm- 2 geese, quacks at all times ...
4251	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- ptbl was dumped at dog park /...
4252	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / pm- 3 loose dogs, owner is neighbor,...
4253	Animal Control	Closed	01/08/2024		Rodriguez,Daniel	mon / pm- CALL only, can he get baby goat ...
4254	Animal Control	Closed	01/08/2024		Espinoza,Mitchell I.	mon / pm- repeat issue, 2 loose dogs, caller...
4256	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- 5 loose dogs, brwn / wht, In...
4257	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- 1045 dog, mid street in front of...
4258	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- loose dog- white / fluffy / husky ...
4259	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- Msn Hi school / front ofc, dog /...
4260	Animal Control	Closed	01/09/2024		Espinoza,Mitchell I.	on call / eml-- dog bite thank you
4261	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- drop off trap for cats, prior...
4262	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- STAT dog bite, p.d. awaits,...
4263	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- stray in prop, repeat call / frm...
4264	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / am- loose dog- large / white, roam...
4265	Animal Control	Closed	01/09/2024		Espinoza,Mitchell I.	tues / noon- injured dog msg frm staff / jen...
4266	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tues / noon- 1045 dog msg frm staff / jen ...
4267	Animal Control	Closed	01/09/2024		Espinoza,Mitchell I.	tue / pm- 2 loose dogs (great dane & sm l brwn...
4270	Animal Control	Closed	01/09/2024		Espinoza,Mitchell I.	tue / pm- Inj dog - broken leg / lrg, since 3...
4271	Animal Control	Closed	01/09/2024		Espinoza,Mitchell I.	tue / pm- 20-25 dogs at ownr prop (3201 Fco.)...
4272	Animal Control	Closed	01/09/2024		Espinoza,Mitchell I.	tue / pm- 3 loose dogs- small / blk & brwn, ?...
4273	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tue / pm- came to ofc, his wife was dog bt...
4274	Animal Control	Closed	01/09/2024		Rodriguez,Daniel	tue / pm- caller is trailer 1 / dog owner is...
4278	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / am- answer srvc, 2 loose dogs, frm...
4280	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / am- found g shp / lost dog, waits at...
4284	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / am- 1045 cat, driveway / white bag ...
4285	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / am- 1045 cat team at mtng- staff cover...
4286	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / am- pick up agg dog (personal), atk'd...
4287	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / am- loose dog- med / brwn, roams street...
4288	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / am- 3 ducks / prop, at front w/ranch...
4289	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / am- srvc trap cat, front / east thank...
4290	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / am- 2 loose dogs- white / fluffy / med ...
4291	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / noon- 2 loose dogs (one white / one...
4292	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / pm- 3 loose dogs, roam / lay at prop...
4293	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / pm- cat stuck in tree (stray), unsure...
4294	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / pm- wellness ck- dog tied / not fed,...
4295	Animal Control	Closed	01/10/2024		Espinoza,Mitchell I.	wed / pm- dog bite, victim is minor, mom phn...
4296	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / pm- 1045 cat, mid street thank you
4298	Animal Control	Closed	01/10/2024		Rodriguez,Daniel	wed / pm- 3 loose dogs, for 2 wks, small &...
4301	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	answr srvc- found g shp, has tag I called...
4302	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- srvc trap psm, back / gate open ...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4303	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	answr srvc- Injured cat at neigh hm (109...
4304	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	answr srvc- repeat issue, loose peacock,...
4305	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- loose g shep - large / brw, blk,...
4306	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- loose g shep- large, curled up in...
4307	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / am- 2 loose huskys & 4 total dogs roam...
4308	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / am- 2 g shep, roams all day verbal pr...
4309	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- 3 loose g shep, they chased girl...
4310	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- srvc trap psm, LOT O-9 (?) caller...
4312	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- 3 g shep, chased girl, redstone...
4313	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- 2-3 loose dogs, no collars, no...
4314	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- loose dog, msg frm aco ivan thank...
4315	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- wants to be on TRAP wait list,...
4316	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- LOT 142, contained dog- small /...
4317	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- srvc trap psm, Heritage sqr- F5 ...
4318	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / am- 5 loose pups, roam to neigh & bk ...
4319	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / am- repeat issue, 6 loose dogs...
4320	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / am- husband came to office re: report...
4321	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / am- injured dog- chl / broken leg /...
4322	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / am- 2 loose dogs, stray / roam, one...
4323	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / noon- 1045 dog (personal) In container...
4324	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / noon- dog tried biting caller this...
4325	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / pm- stray dog- blk/ g shep arrived...
4326	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / pm- 1045 cat / personal, at corner /...
4327	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thr / pm- 1045 cat on street / stray,...
4328	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / pm- bark all night / starts at 9 pm,...
4329	Animal Control	Closed	01/11/2024		Espinoza,Mitchell I.	thur / pm- CASTRO ELEM, loose dogs / front of...
4330	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / pm- wellness ck- crying dogs (5-6...
4331	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thur / pm- 1045 pup, died of neglect / food...
4333	Animal Control	Closed	01/11/2024		Rodriguez,Daniel	thurs / pm- neglect / wellness ck, no feed...
4338	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / am- srvc trap cat, front thank you
4339	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / am- loose dog- g shep / Ivory, repeat...
4340	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / am- srvc trap psm, back/ by fence ...
4341	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / am- 2 cats in yard attacking her cat ...
4342	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / am- 1045 cat, on grass / near sidewlk /...
4343	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / am- 3 dogs attack caller's dog- Inj...
4344	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / am- srvc trap psm, alley, first baptist...
4345	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / am- UNIT 04, wants trap for cats aware...
4346	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / am- 2 loose dogs, g shep is back !! (has...
4347	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / am- trap was put yesterday, dog ate...
4348	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	dead cat behind taqueria adela
4349	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	Photo attached

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4350	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / am- 1045 dog, on grass / off street /...
4351	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / am- 4 stray dogs (2 lrg / 2 sml), on...
4352	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- abandoned chih, bk prop msg from...
4353	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / pm- pick up animal, owner has deceased ...
4354	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / pm- loose dog- ptbl / medium, alley ...
4355	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- contained 2 dogs, one great dane /...
4356	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- 4-5 loose dogs, neighbor lets loose...
4357	Animal Control	Closed	01/12/2024		Espinoza,Mitchell I.	fri / pm - srvc trap cat, will take bk to...
4358	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- 2 stray dogs (g shep & wht dog),...
4359	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- wellness ck, dog tied to fence /...
4360	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- 2 stray dogs, roam for 2 wks, cause...
4361	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- 1045 cat by light post / near...
4362	Animal Control	Closed	01/12/2024		Rodriguez,Daniel	fri / pm- 2 stray dogs, no collars, they...
4369	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / am- LOT 121, srvc trap psm phn cover /...
4370	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- box of kittens phn cover / msg...
4371	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- 1045 cat phn cover / msg aaron ...
4372	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- tied up dog phn cvr / msg aaron ...
4373	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue/ am- srvc trap cat phn cvr / msg aaron ...
4374	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- 1045 dog ph cvr / msg aaron thank...
4375	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- loose dog ph cvr / msg aaron ...
4376	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm, at bk thank you
4377	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- 1045 dog, yard / drwy thank you
4378	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- wellness ck- dog tied, cold outside...
4379	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- animal issue ph cvr / msg aaron ...
4380	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- REPEAT issue, loose dog owner...
4381	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- wellness ck, 2 dogs, cold / tied...
4382	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- 1045 dog, med- blk / wht, on grass ...
4383	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	Dead Cat
4384	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- loose dog, at front business—...
4385	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- srvc trap cat thank you
4386	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / am- 1045 cat, by mail box stray, thank...
4387	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm, fmt thank you
4388	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / pm- stray dog in bk yard / fenced- held...
4389	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / pm- loose dog from owner— 301 / clr-...
4390	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / noon- stray dog, alley, trash owner—...
4391	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / noon- dog or coyote, roam / homes ...
4392	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / pm- 2 loose dogs (lrg / g. shep & bxr) ...
4393	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / pm- REPEAT, dog is bk, wants more aco...
4394	Animal Control	Closed	01/16/2024		Rodriguez,Daniel	tue / pm- srvc trap psm, fmt thank you
4396	Animal Control	Closed	01/16/2024		Espinoza,Mitchell I.	tue / pm- 3 loose sheep, repeat/ poop/ roam ...
4399	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / am- wellness ck, comer hm, unknown #,...
4400	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / am- 2 loose dogs (austrl shep / ...
4401	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / am- 1045 psm, fmt / side thank you
4405	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / am- loose dog- lrg / blk, behind hm /...
4406	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / am- 1045 cat, street thank you
4407	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	loose dogs either owned by 1903 Obra Dorado...
4408	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / noon- 2 loose dogs (wht/blk), roam...
4409	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / noon- 4 loose dogs, repeat problem ...
4410	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / noon- dog is out should be quarantined,...
4411	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- SHARY school, ck in at security...
4412	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- loose dog, lrg / mix color, yes...
4413	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- loose dog, prior warning / citation...
4414	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- loose dog- lrg / tan / brwn loose...
4415	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- 1045 psm, front of hm address is...
4416	Animal Control	Closed	01/17/2024		Rodriguez,Daniel	wed / pm- 2 contained pups, medium thank...
4417	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- LOT 111, contained dog, park mgr...
4418	Animal Control	Closed	01/17/2024		Espinoza,Mitchell I.	wed / pm- contained dog, trailer park thank...
4420	Animal Control	Closed	01/18/2024		Espinoza,Mitchell I.	thur / am- loose dog phn cvr / msg aaron ...
4421	Animal Control	Closed	01/18/2024		Rodriguez,Daniel	thur / pm- 1045 dog phn cvr / msg aaron ...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4422	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / am- srvc trap psm phn cvr / msg aaron...
4423	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- loose dog ph cvr / msg aaron ...
4424	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- 1045 cat ph cvr / msg aaron ...
4425	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / am- 3 loose dogs phn cvr / msg aaron ...
4426	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / am- 1000 BLOCK of street, loose dog...
4427	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / am- barking dogs / all night phn cvr...
4428	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- loose dog ph cvr / msg aaron ...
4429	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- LOT 81, srvc trap racoon phn cvr...
4430	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- srvc trap cat phn cvr / msg aaron...
4431	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / am- contained husky phn cvr / msg...
4432	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- srvc trap cat phn cvr / msg aaron...
4433	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- loose dog, caller's kid scared to...
4434	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- 1045 psm phn cvr / msg aaron ...
4435	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- loose dogs phn cvr / msg aaron ...
4436	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / am- loose dog phn cvr / msg aaron ...
4437	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / pm- aggressive dog phn cvr / msg...
4439	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thurs / pm- rooster crowing, break ordinance ...
4440	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / pm- 1045 cat, by gutter / frozen ...
4441	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / pm- snake in pot / covered with...
4442	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / pm- 1045 cat, side street large cat,...
4443	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / pm- agg ptbl, broke fence address...
4444	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / pm- 3 loose dogs, roam / since today ...
4445	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / pm- 2 loose dogs (blk / chl & brwn /...
4446	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / pm- (employee melba call / part #1) ...
4447	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thur / pm- (employee melba call / part #2) ...
4448	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / pm- barking / DAYtime, address: ownr-...
4449	Animal Control	Closed	01/18/2024		Rodriguez, Daniel	thr / pm - 3-4 huskies bust fence panel /...
4450	Animal Control	Closed	01/18/2024		Espinoza, Mitchell I.	thur / pm- city mgr call, 2x- 1045 dogs ...
4454	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / am- srvc trap cat, LOT 158 thank you
4455	Animal Control	Closed	01/19/2024		Vela, Jesus	this is a test / thank you
4456	Animal Control	Open	01/19/2024	02/03/2024	Kotsatos, Steven	fri / am- test #2 thank you
4457	Animal Control	Closed	01/19/2024		Rodriguez, Daniel	fri / am- 4 loose dogs, non aggressive roam...
4458	Animal Control	Closed	01/19/2024		Rodriguez, Daniel	fri / am- 2 loose dogs (austral shep &...
4459	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / am- bark & multl dogs (address is owner...
4460	Animal Control	Closed	01/19/2024		Rodriguez, Daniel	fri / am- 3 loose dogs (lrg / sml), repeat...
4461	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / am- city contractor nds to mow lawn ...
4462	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / am- srvc trap psm, frnt / trailer LOT...
4463	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / am- srvc trap psm, at front thank you
4464	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / am- loose dog, charges at daughter-...
4465	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / noon- loose ptbl in yard (blk / wht) ...
4466	Animal Control	Closed	01/19/2024		Espinoza, Mitchell I.	fri / noon- bark dogs (day / nt) phn cvr /...

Item 7.

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4467	Animal Control	Closed	01/19/2024		Rodriguez,Daniel	fri / noon- loose dog (chih) by new fire...
4468	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / noon- walmart entrance 2 sml dogs (wht...
4469	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / pm- poss duplct call, 2 loose dogs /...
4470	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / pm- 2 dogs bark @ customers, east /...
4471	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / pm- loose ptbl, belongs to cornr hm,...
4472	Animal Control	Closed	01/19/2024		Rodriguez,Daniel	fri / pm- boxed psm at fire dpt thank you
4473	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / pm- caller is former shelter volunteer,...
4474	Animal Control	Closed	01/19/2024		Rodriguez,Daniel	fri / pm- wellness ck..... 7 dogs in one...
4475	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / pm- loose dog- blk lab, running mid...
4476	Animal Control	Closed	01/19/2024		Rodriguez,Daniel	fri / pm- 2 loose dogs (blu hir & gry hsky) ...
4477	Animal Control	Closed	01/19/2024		Espinoza,Mitchell I.	fri / pm- repeat issue, lrg loose dog /...
4485	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	answr srvc- 1045 cat thank you
4486	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	answr srvc- loose dog / white, neigh neglect ...
4487	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	msg frm Mr.K- stranded pup thank you ...
4488	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / am- loose g shep, has collar ? ownr,...
4490	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / am- call bk plz- 8 mo pup w/parvo ...
4491	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / am- stray dog / HEB parking, brw/wht-...
4492	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	mon / am- 1045 psm, frnt drive msg by jesus...
4493	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	mon / am- 3 pups / 2 adult (1 grt dn), bark /...
4494	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / am- 2 loose ckns, roam & now ongoing on...
4495	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	mon / noon- srvc trap psm msg frm jen, thank...
4496	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon- 1045 cat, across park/Birdwell black on...
4497	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / pm- 1045 cat, in box, drvwy this is...
4499	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / pm- 5 loose dogs, owner let's them...
4500	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / pm- 1045 cat, street thank you
4501	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	mon / pm- contained stray dog- small / shaggy...
4502	Animal Control	Closed	01/22/2024		Rodriguez,Daniel	mon / pm- 3 loose dogs (wht / blk, g shep,...
4503	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / pm- stat, 3 loose mastiffs, by ELEM...
4505	Animal Control	Closed	01/22/2024		Espinoza,Mitchell I.	mon / pm- loose dog enters prop address above...
4506	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- neigh 2 dogs attk caller dog, her...
4507	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- srvc trap dog msg frm aco ivan,...
4508	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- injured dog / runned over msg frm...
4509	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm at frnt thank you
4510	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- 1045 dog, large / personal pet, will...
4511	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- cat stuck under hm msg frm answr...
4512	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm, at frnt thank you
4513	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- injured cat frm accident verbal...
4514	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- stray dog w/mange on prop msg frm...
4515	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- srvc trap psm, at frnt thank you
4516	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- 2 loose huskies / trailer prk, frm...
4517	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- LOT 0-9, srvc trap psm thank you
4518	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm, frnt thank you
4519	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- Lot F5, srvc trap psm thank you
4520	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm thank you
4521	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- srvc trap psm, frnt thank you
4522	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- +7 loose dogs, ? ownrs caller says...
4523	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- wants to be put on trap WAIT list ...
4524	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / am- STAT- dog bite x2 victims (21 y/o...
4525	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / am- srvc trap cat, frnt thank you
4526	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / pm - 2 loose dogs (malinois / g shep) ...
4527	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / pm- FOLLOW UP, bees at prop city atty...
4528	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / pm-1045 dog, frnt / large / stray ...
4529	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / pm- 3 loose dogs, small / no collars /...
4530	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / pm- stat / school kids out, 2 loose g...
4531	Animal Control	Closed	01/23/2024		Espinoza,Mitchell I.	tue / pm- APPROVED per MR. K, mom duck...
4532	Animal Control	Closed	01/23/2024		Rodriguez,Daniel	tue / pm- loose dog / ownr leaves gate open ...
4534	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- loose fox or coyote came thru...
4535	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- 1045 psm, on west / conway front...
4536	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- loose pup, at business arrived 5...

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4537	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- 1045 cat, frnt/ yard, stray, med /...
4538	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- srvc trap cat, LOT 158 thank you
4539	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- loose / aggressive psm at frnt /...
4540	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- sml loose dog frm neighbr, leaves...
4541	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- srvc trap psm, frnt thank you
4543	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- 2nd call, aco went this am, spoke...
4544	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- dispatch by aaron, agg / loose dog ...
4545	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- dispatch by aaron, srvc trap cat ...
4546	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / am- dispatch by aaron, srvc trap racoon...
4547	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- srvc trap psm, frnt / drwy / right...
4549	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- 5 loose dogs, ? ownr / no collars ...
4550	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- 4 loose dogs, no collars / ? ownrs,...
4551	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- 5-6 loose dogs, roam for 3 dys ?...
4552	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / am- repeat call, agg / loose dog ...
4553	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / noon- srvc trap psm, drwy msg per...
4554	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / noon- loose / stray dog, tried to bite ...
4555	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / pm- 2 loose dogs (large blk & med ptbl)...
4557	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / pm- 1045 cat, street (elderly cldr),...
4558	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / pm- loose dog, blk, roam subdivision ...
4559	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / pm- loose dogs (one lrg / one sml) ...
4560	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / pm- loose dog, ownr will not contain ...
4561	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / pm- lrg dog, at frnt, ? ownr / no...
4562	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / pm- city employe / Roy, came to drop...
4563	Animal Control	Closed	01/24/2024		Espinoza,Mitchell I.	wed / pm- contained sml dog found by...
4564	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / pm- attempted dog bite, minor - 8 yr...
4565	Animal Control	Closed	01/24/2024		Rodriguez,Daniel	wed / pm- 2 loose dogs, elderly caller ...
4567	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	dead
4568	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / am- 4 loose dogs, chases kids causes...
4569	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- srvc trap cats will drop off, thank...
4570	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- LOT F-5 (unit), srvc trap psm, frnt...
4571	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- srvc trap cat, frnt thank you
4572	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- UNIT 0-9, srvc trap psm thank you
4573	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- 1045 cat, entrance @ Mission...
4575	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- srvc trap psm by a/c thank you
4576	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / am- srvc trap psm, frnt thank you
4577	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / am- 5 loose dogs, roam 1 wk, med sz ...
4578	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / am- 5 loose dogs, chase ppl, no cllrs /...
4579	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / am- 1045 ?, alley thank you
4580	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	from 1709 Merlin 2 loose dogs, (one wht/one...
4584	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / noon- JR HIGH, 2 loose dogs msg by...
4585	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / noon- wants to borrow trap msg by jen...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4586	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / pm- stry dog, possible old Injury old...
4587	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / pm, srvc trap psm, back thank you
4588	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / pm- bees in tree, bk of hm prop, by...
4589	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / pm- srvc trap psm, frmt / right thank...
4590	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / pm- DUMPED at water dept, city hall ...
4591	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / pm- loose dog, repeat issue, snaps ...
4592	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	there is over 20 stray cats living in this...
4593	Animal Control	Closed	01/25/2024		Rodriguez,Daniel	thr / pm- bus driver had to fend off agg dog...
4594	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / pm- loose / sml dog in parking ...
4596	Animal Control	Closed	01/25/2024		Espinoza,Mitchell I.	thr / pm- srvc trap cat thank you
4597	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- loose / agg dog msg frm answr srvc,...
4598	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- inj cat, bk yrd / fence, frm msg...
4599	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- srvc trap psm, frmt thank you
4600	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- LOT A-20, srvc trap psm, frmt ...
4601	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- loose pup call rcvd / aco daniel ...
4602	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- CAME TO OFC, spoke to Mr. K repeat...
4603	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ am- loose ptbl (wht/brw), chases her...
4604	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- neigh dog kld her chih, 1045 still...
4605	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- 1045 psm, by ml/bx thank you
4606	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- her sml chih, kld by neigh dog ...
4607	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ am- 1/4 mile north Los Ebanos, off 2...
4608	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ am- srvc trap psm, LOT 0-9 thank you
4609	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ am- 3 loose dogs, repeat issue, no...
4610	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ noon- loose dog, chased kids ? ownr,...
4611	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/noon- 2 loose dogs thank you
4612	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ pm- 2 loose dogs (g shp- blk & tan &...
4614	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ pm- 4 loose dogs, atktd some kids /...
4615	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ pm- srvc trap psm, frmt thank you
4616	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ pm- 4 loose dogs msg by aaron, thnx
4617	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ pm- srvc trap psm msg by aaron,...
4618	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ pm- loose dog, Msn HI School thank...
4619	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ pm- loose dogs, no cilrs / no ownrs ...
4620	Animal Control	Closed	01/26/2024		Rodriguez,Daniel	fr/ pm- wellness ck, dogs in tight kennel ...
4621	Animal Control	Closed	01/26/2024		Espinoza,Mitchell I.	fr/ pm- LATE, dog run over, seriously...
4625	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	answr srvc- 3 loose dogs, roam / poop thank...
4626	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	answr srvc- 1 loose pup, 3 1045 dogs thank...
4627	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	answr srvc- loose dog thank you
4628	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- 1045 cat, frmt / yrd thank you
4629	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- loose dog frm owner, address: ...
4630	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	answr srvc- loose dog, roam / poop no owner,...
4631	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- 3 loose dogs, ruining his...
4632	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- bark / all night, repeat issue ...
4633	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	mon / am - srvc trap cat, frm city employee ...
4634	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- 2 loose / jack russell dogs no...
4635	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- repeat issue, 2 loose dogs aco...
4636	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- srvc trap psm, back thank you
4637	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	mon/ am- loose dog, frmt door thank you, msg...
4638	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- srvc trap psm, frmt thank you
4639	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- srvc trap psm, LOT 121 thank you
4640	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- awaits cat trap was called friday,...
4641	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- loose dog, no collar, ? ownr new...
4642	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- repeat issue, 5 loose dogs/roam ...
4643	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	mon / am- 2 loose dogs, roam-2 wks no...
4644	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / am- many loose racoons, wants info- lf...
4645	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / am- 1045 cat, frmt thank you
4647	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- 1045 cat, by fence / water mtr msg...
4648	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / noon- msg by jen, cat bite infct...
4649	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- trap cat, frmt thank you
4650	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / pm- 1045 dog, on grass near p.d,....
4654	Animal Control	Closed	01/29/2024		Espinoza,Mitchell I.	mon / pm, trap psm, frmt plz call resident...

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4655	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- 3 loose agg dogs, yesterday- snap...
4656	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- 3 loose dogs, no collars sometimes...
4657	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- 3 loose agg dogs, snapped at son ...
4658	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- 1045 cat, grass. near above address...
4659	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- loose husky (blk/wht), goes under...
4660	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- loose dog w/mange (lrg/wht), lunges...
4661	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- trap psm at frnt thank you
4662	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	mon / pm- wellness ck, dog in fence- skin &...
4663	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- ofcr Rodriguez called, found...
4664	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	mon / pm- 2 loose dogs, boxer & sml dog, ?...
4665	Animal Control	Closed	01/29/2024		Rodriguez,Daniel	mon / pm- 4 loose dogs (lrg / all blk), no...
4666	Animal Control	Open	01/29/2024	02/13/2024	Kotsatos,Steven	mon / pm- 1045 cat, in alley stray, thank...
4674	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- trap psm thank you
4675	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- trap dog thank you
4676	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- 6 loose dogs thank you
4677	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- trap psm thank you
4678	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue /am- too many cats thank you
4679	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / am- LOT 158, trap psm thank you
4680	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue /am- wellness ck, dog thank you
4681	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / am- 4 pups thank you
4682	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- recovered dog frm trails at p.d. /...
4683	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / am- contained ktns thank you
4684	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- loose dogs thank you
4685	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- loose dogs thank you
4686	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / am- 1045 psm thank you
4687	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- loose hsky, APT 4 thank you
4688	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / am- 1045 dog thank you
4689	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- loose dogs thank you
4690	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / am- trap psm thank you
4691	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- loose dogs thank you
4692	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / am- loose cats thank you
4693	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / pm- 1045 thank you
4694	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / pm- 1045 dog thank you
4695	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / pm- 1045 cat thank you
4696	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- 1045 psm, frnt / hm thank you
4697	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- loose dog (frm neigh) kid 2 chkn ...
4698	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / pm- trap psm, rt sd / open bk thank...
4699	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / pm- 3 loose dogs in alley, thank you
4700	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / pm- 2 loose dogs subdivision, thank...
4701	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / pm- trap cat in window msg pr jen,...

Item 7.

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Description
4702	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / pm- 10 loose dogs thank you
4703	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / pm- msg frm jen loose dog, follows...
4704	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / pm- 1045 cat possible duplicate, thnx
4705	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	tue / pm- loose / sml puppy thank you
4706	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	tue / pm- 5 loose dogs thank you
4707	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- loose dog thank you
4708	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- loose dog on prop just arrived,...
4709	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- Msn hl school, dog in campus ck...
4710	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / am- trap racoon, gate code....6870 ...
4711	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / am- trap psm at back, thank you
4712	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / am- trp cat, poss rabies thank you
4713	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / am- wants more cat traps thank you
4714	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- 3 loose dogs, at dead end thank...
4715	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- loose dog, by portables contact...
4716	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- trap cat for tnr, thank you
4717	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- trap psm, by tree thank you
4718	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	tue / answr srvc- 1045 (? cat/ dog) caller...
4719	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / am- trap cat, alley thank you
4720	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed /am- 2 loose dogs, roam- 1 month ? ownr,...
4721	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- 10455 cat, street atk'd by 3 dogs...
4722	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- loose dog, ownr- 1912 Bunting ...
4723	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- loose dog, no ownr, lrg / blk & wht...
4724	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- new subdivision, near 3 mile 1045...
4725	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- loose dog (sml / blk), roam- 3...
4726	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / am- 3 loose huskies (gry/wht/blk), just...
4727	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / am- 1045 cat, side / curve repeat call...
4728	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / noon- loose ducks, lay eggs / poop ...
4729	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / noon- 1045 cat, sd / road msg by jen,...
4730	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / noon- 2 loose dogs, repeat issue /...
4731	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / noon- trap cat msg by jen, thanks
4734	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / pm- 1045, lrg / pup personal pet, at...
4735	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / pm- loose dog in campus, idea school ...
4736	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / pm, city employee, has trap cat he...
4737	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / pm- dog in trap, APT 6, repeat caller ...
4738	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / pm- IVAN SUPERVISOR CALL, re: prong...
4739	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / pm- one dog STILL loose, wants CALL Bk ...
4740	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / pm- 2 loose egg huskies, chased cltr ...
4741	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / pm- 3 loose dogs, entered thru hole in...
4742	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / pm- 2nd attempt, loose dog repeat...
4743	Animal Control	Closed	01/31/2024		Espinoza,Mitchell I.	wed / pm- loose chkn/roosters, no coop they...
4744	Animal Control	Open	01/31/2024	02/15/2024	Vela,JESUS	wed / pm- 3rd call, dog is contained in hm ...
4745	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed / pm- loose g shep (orange) on grass...
4746	Animal Control	Closed	01/31/2024		Rodriguez,Daniel	wed /pm- 3 loose dogs, repeat issue no...



Grants Activity Report- January 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
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
Underrepresented Communities Grant Program	NPS	Museum	\$ 75,000	None		Submitted-Tracking
FY23 Community Wildfire Defense Grant	USDA	Fire	\$ 250,000	None		Submitted-Tracking
FY25 Bullet-Resistant Shield	OOG	PD	\$ 49,219.00	None	2/8/24	In Progress
FY25 Body Worn Camera	OOG	PD	\$ 151,268.40	25%	2/8/24	In Progress
FY25 Rifle Resistant Body Armor	OOG	PD	\$ 189,505.00	None	2/8/24	In Progress
FY25 Criminal Justice Program	OOG	PD	\$ 133,967.64	None	2/8/24	In Progress
FY25 Project Safe Neighborhood	OOG	PD	TBD	None	2/8/24	In Progress
FY24 SHSP-LETPA	OOG	PD	\$ 125,000.00	None	2/8/24	In Progress
FY24 SHSP-Regular	OOG	PD	TBD	None	2/8/24	In Progress
FY24 SHSP-Regular	OOG	Fire	TBD	None	2/8/24	In Progress
FY 24-25 Regional Solid Waste Grant Program	LRGVDC	Sanitation	\$ 30,000	10% in-kind	2/16/24	In Progress
FY25 Local Border Security	OOG	PD	\$ 190,000	None	2/14/24	In Progress



Grants Activity Report- January 2024

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Active
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP Regular	OOG	Fire	\$ 123,927.18	\$ 61,963.58	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMPO	Executive	\$ 250,000	\$ 250,000	25%	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 84,000	\$ 49,500	None	Awarded/Active
FY22 Operation Stonegarden Program	OOG	Police	\$ 350,000	\$ 350,000	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	5750,000	Awarded/Active
Border Zone Fire Dept.	OOG	Fire	\$ 250,000	\$ 78,735.25	None	Awarded/Active
FY24 Youth Garden Grant	Kids Gardening	Library	\$ 10,000	None		Not Awarded
Trail Accelerator Grant	IMBA	Park	\$ 10,000	1:1		Not Awarded
			Grand Total:	\$ 5,645,104.73		



Information Technology

Departmental Report January 2024

Information Technology Department Overview

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

Barracuda Email Security

Purchase and Configure barracuda email security for Microsoft 365. Complete.

Equip new and existing units with new Technology

Equip units with in new in car video system, and tablet. 90% Complete

Multifactor Authentication

Purchase and configure Multi Factor Authentication to strengthen security posture. 80% Complete.

Public Safety Application

Migrate New World Enterprise PD application and data to new server environment and Upgrade to latest version. 70% Complete.

Proximity Cards

Issue new proximity cards to all staff to include PD and Fire. ID, Door Access, and Time Clock will be combined into one. 40% Complete.

Public Safety #6

Install and configure Telephones, AP's, Switches, Door access Control, Security Cameras, WAN Connectivity, and data drops. 98% Complete.

Work Orders

The goal is to close tickets within 48 hours. Priority work orders are worked on first.

Windows 10 End of life

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

Tyler Data Archive

Legacy public safety RMS servers and application are end of life. Data needs to be migrated to the hosted Tyler solution. 20% Complete



**BOYS & GIRLS CLUB
OF MISSION**

Directors Report January 2024

- **Programs**
 - BGCN Afterschool, bus transportation and MCISD meal program began January 6th.
 - Afterschool program has 200 members registered with an average daily attendance of 140.
 - BGCN Program supervisors have begun a recruitment push to get more of our community's youth involved.

- **Athletics**
 - BGCN soccer program continued with over 55 teams and 600 members
 - Basketball registration continued with over 575 members registered.
 - BGCN began preparation for Sharyland ISD elementary volleyball and flag football leagues.
 - BGCN school based leagues will be called BGCN Mission Liffoff Leagues





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit Renewal: 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, and Adoption of Ordinance#____ - De Luna

NATURE OF REQUEST:

On January 24, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 6 months 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.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – TABOO BAR & GRILL, 608 N. SHARY ROAD, SUITES 9 & 10, LOT 1, ALBA PLAZA

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of January 24, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit renewal shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:00 p.m. Monday, February 12, 2024, 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 BE GRANTED:

Legal Description	Type	Conditions of Approval
608 N. Shary Road, Suites 9 & 10 Lot 1, Alba Plaza	Sale & On-Site Consumption of Alcoholic Beverages – Taboo Bar & Grill	<ol style="list-style-type: none"> 1. 6 months 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.

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

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.6

CONDITIONAL USE PERMIT RENEWAL: 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

REVIEW DATA

The subject site is located ¼ mile south of East Business Highway 83 within a commercial plaza along the east side of Shary Road —**see vicinity map**. Access to the site is via a 34’ driveway off of Shary Road. The applicant is currently operating a nightclub. It is noted that a nightclub and the sale & on-site consumption of alcoholic beverages are an allowable use under the General Business Zone (C-3), but require a conditional use permit and the City Council’s approval. This nightclub concept offers food, VIP areas, live music and concerts, etc. The last CUP approved for this location was on July 24, 2023 for a 6-month period.

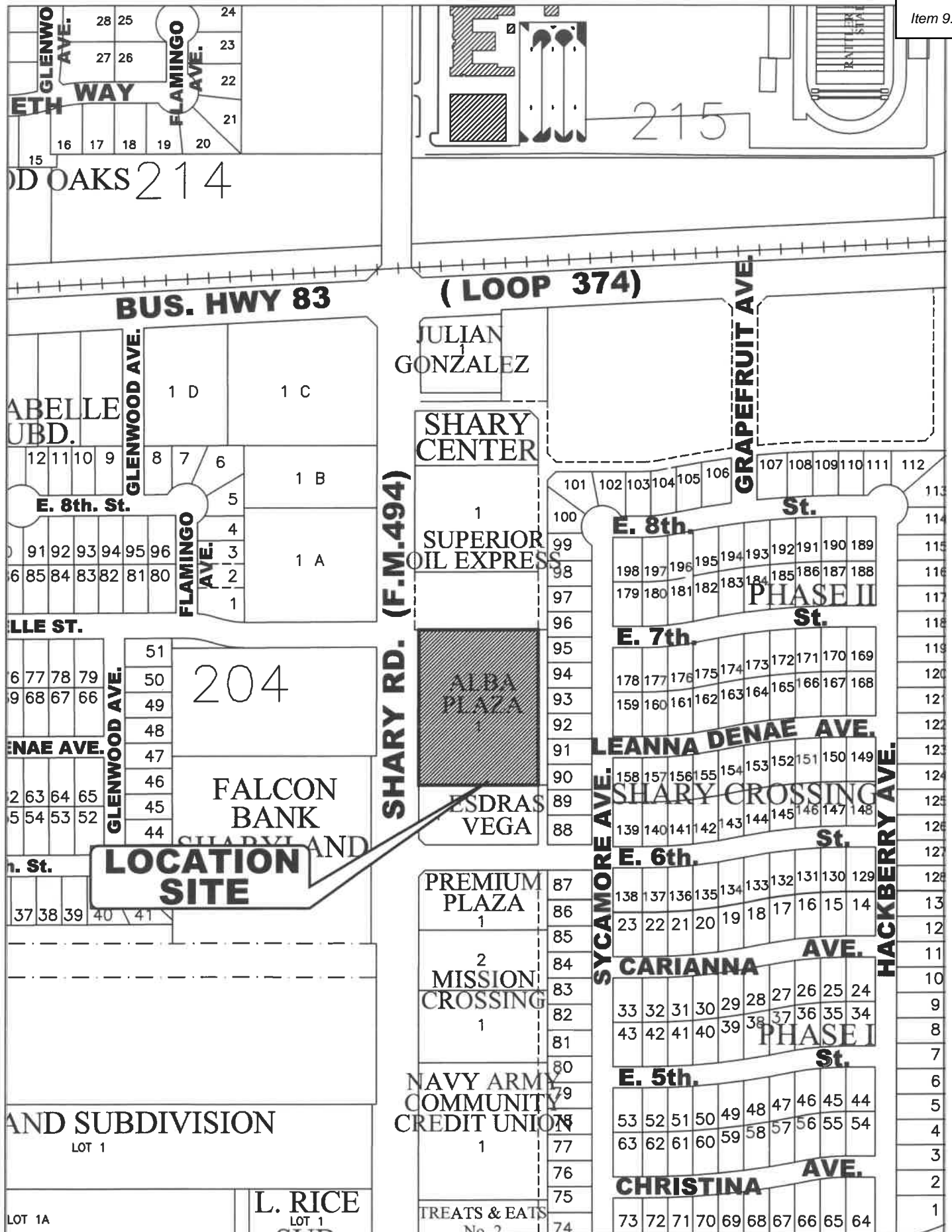
- **Days/Hours of Operation:** Wednesday – Sunday from 6:00 p.m. to 2 a.m. Alcoholic beverages will only be served during allowable State selling hours.
- **Staff:** 15 employees
- **Parking:** It is noted that parking is held in common and there is a total of 138 total parking spaces shared with the 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 28 notices to property owners within 200’ radius and staff has not received any comments in favor or against this request. Staff has also requested a report from Mission P.D. in regards to any incidents which may have occurred in relation to the sale and on-site consumption of alcohol. We should have that report by the meeting date.

RECOMMENDATION: Staff recommends approval subject to:

1. 1-year 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.

Item 9.



LOCATION SITE

204

CITY OF MISSION
HIDALGO COUNTY, TEXAS



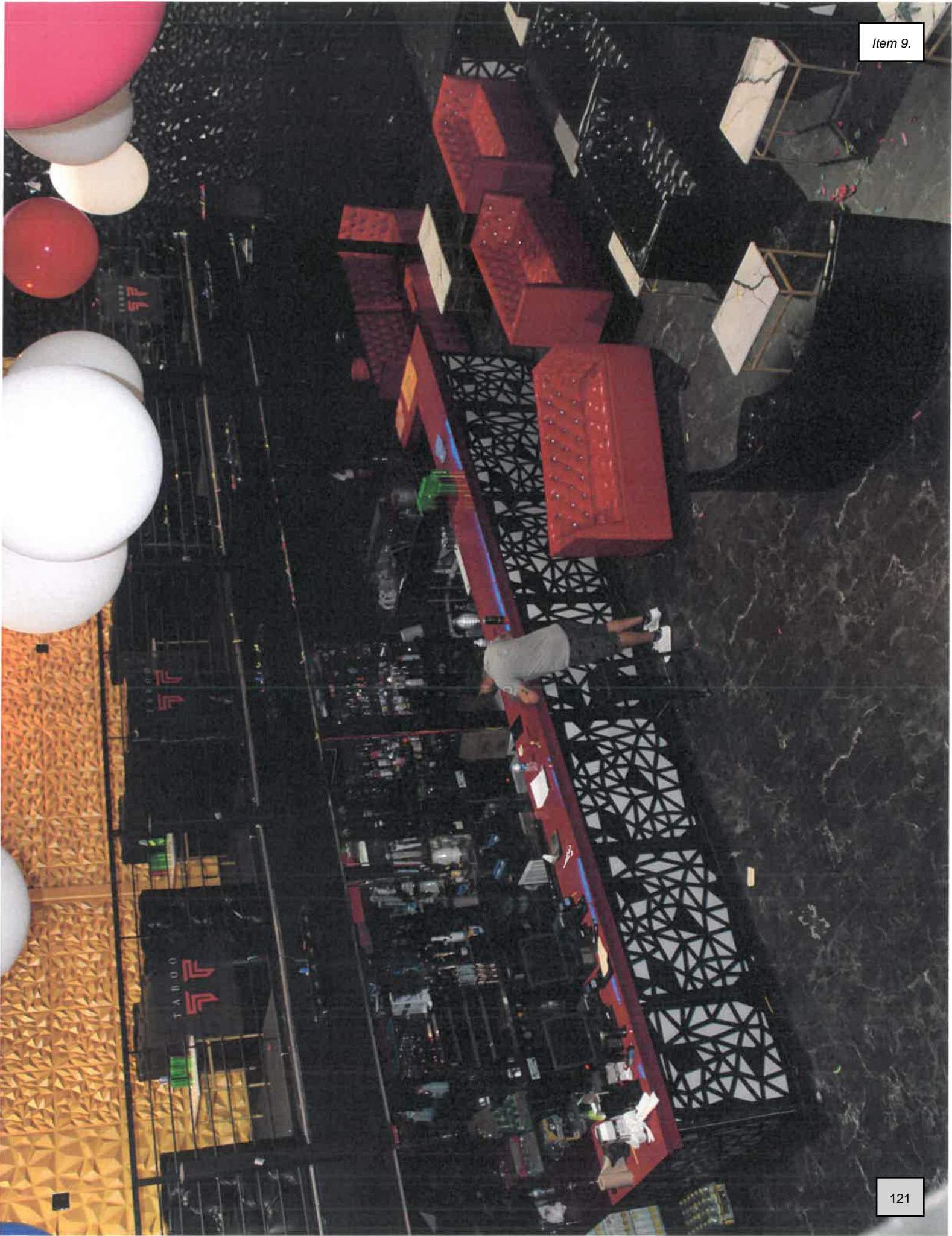
1201 E. 8th. Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680

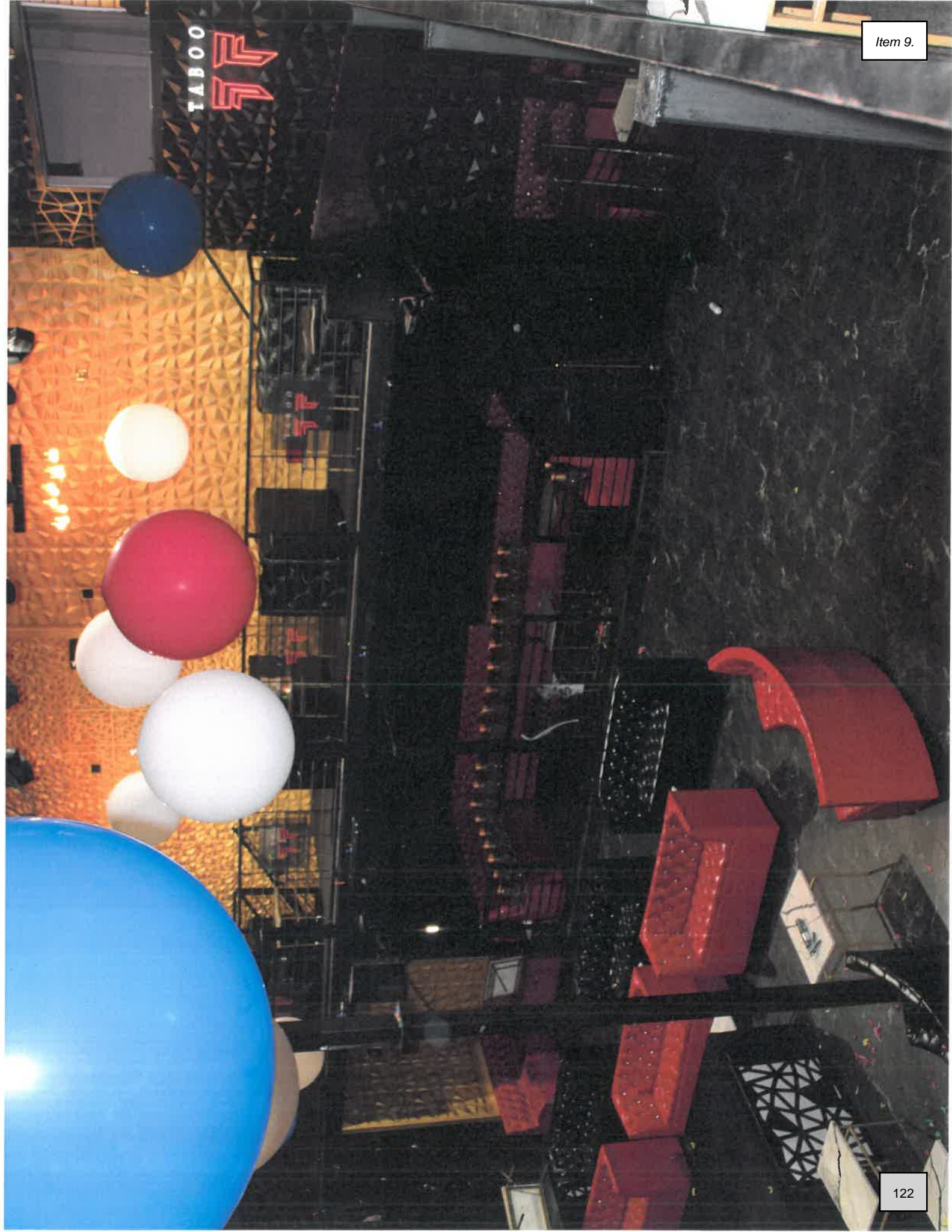
118

No.

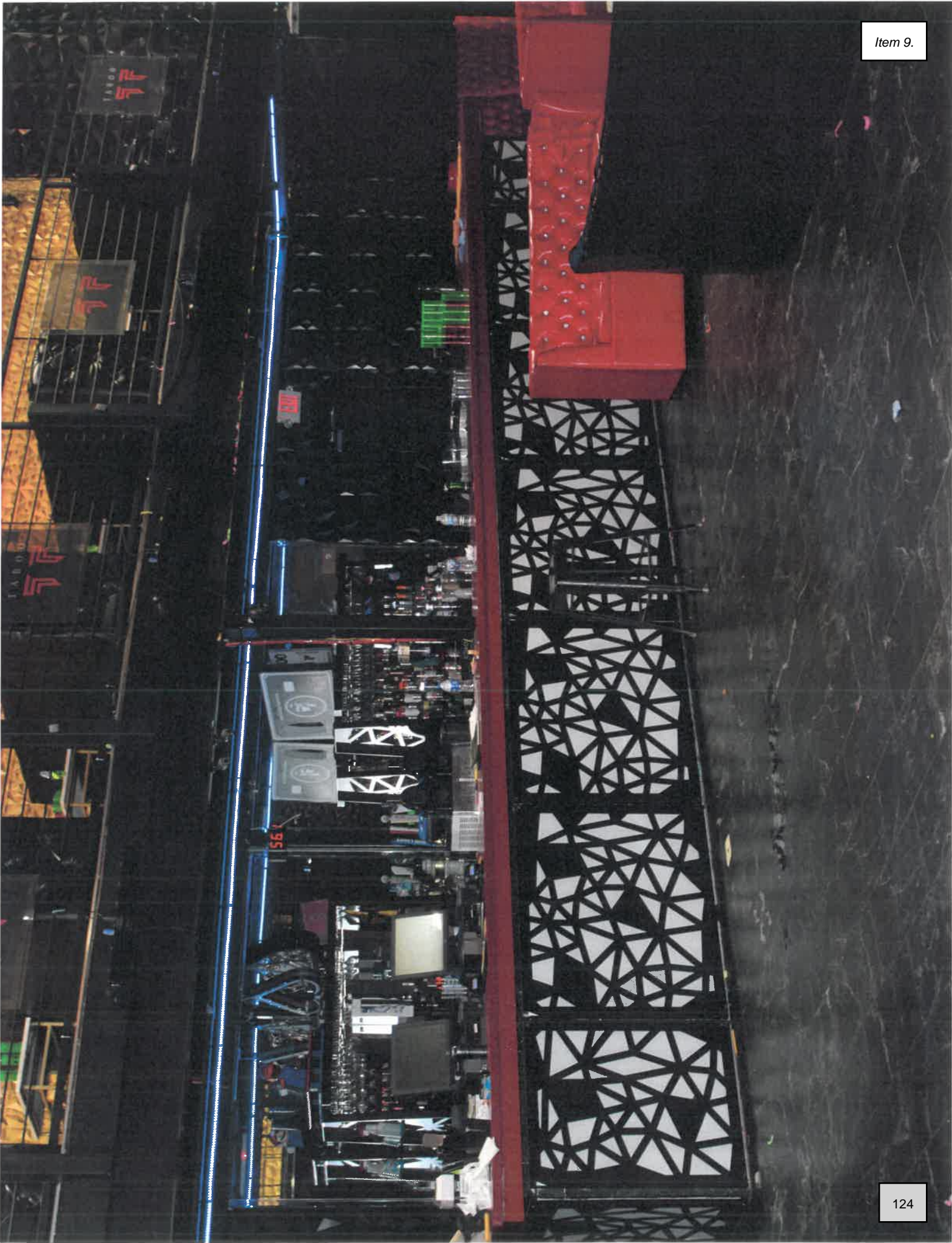












[Back](#)[Export to Excel](#)

Item 9.

[Print Results](#)

Master File Id: 2100028288
Legacy CLP: MB1124300
License Type: MB
License Id: 107195199
Trade Name: TABOO BAR & GRILL
Owner: BGD INVESTMENT LLC
Location Address: 608 N SHARY RD STE 9 INCLUDING STE 10 MISSION, TX 785728367 UNITED STATES
Mailing Address: 1001 TRAVIS ST MISSION, TX 785722037 United States
County: Hidalgo
Original Issue Date: 7/8/2021
License Status: Active
Current Issued Date: 9/26/2023
Wine Percent:
Location Phone No.:
Status Change Date: 9/26/2023
Gun Sign: RED
Expiration Date: 7/7/2025
Subordinates (list): LH

S2950-00-000-0205-09 (625924)
STATE OF TEXAS
PO BOX 1717
PHARR TX 78577

S2755-02-000-0087-00 (684493)
RIOS REYNOL & MARIA
515 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0088-00 (684504)
MARTINEZ ENRIQUE C & VERONICA M
601 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0089-00 (684505)
RODRIGUEZ ILEANA
603 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0090-00 (684506)
MARTINEZ ANNETTE
605 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0091-00 (684507)
GUERRERO NANCY GONZALEZ
607 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0092-00 (684508)
GONZALEZ ARMANDO F JR
1702 JONATHON DR
MISSION TX 78572

S2755-02-000-0093-00 (684509)
ESTRADA OMAR A
611 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0094-00 (684510)
WHLL LLC
STE 5-216
808 N SHARY RD
MISSION TX 78572

S2755-02-000-0095-00 (684511)
PALACIOS CARLOS AVILA
615 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0096-00 (684512)
AVILA CARLOS & SANDRA
701 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0097-00 (684513)
GUERRERO SELENE
703 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0098-00 (684514)
ZORILLA JORGE J REVILLA GUTIERREZ
705 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0099-00 (684515)
CASTILLO FRANCISCO JAVIER ALVARADO
707 SYCAMORE AVE
MISSION TX 78572

S2755-02-000-0139-00 (684555)
CISNEROS KRYSTAL NALLEY
2421 E 6TH AVE
MISSION TX 78572

S2755-02-000-0158-00 (684574)
CASTELLANOS SILVIA LUCERO LAM
2420 LEANNA DENAE AVE
MISSION TX 78572

S2755-02-000-0159-00 (684575)
NUNEZ JOSE ANTONIO OVIEDO
2421 LEANNE DENAE AVE
MISSION TX 78572

S2755-02-000-0178-00 (684594)
PENA ALEJANDRO TREVINO
REINA A LOPEZ-BAZAN
2420 E 7TH AVE
MISSION TX 78572

S2755-02-000-0179-00 (684595)
ZHENG DA MEI
2421 E 7TH AVE
MISSION TX 78572

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

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

E6640-00-000-0001-00 (960387)
YAMELS LLC
2000 WESTMINSTER CIR
BROWNSVILLE TX 78521

S7682-00-000-0001-00 (818962)
J & M VALLEY INVESTMENT LLC
710 N SHARY RD
MISSION TX 78572

P8328-00-000-0001-00 (1070342)
FLORES NORMA YOLANDA
4410 SIERRA DRIVE
PALMHURST TX 78573

A2360-00-000-0001-00 (1238655)
PRO HOME INVESTMENTS LLC
200 S 10TH ST STE 1601-A
MCALLEN TX 78501

M4725-00-000-001A-00 (1308162)
AURIEL INVESTMENTS LLC
100 E NOLANA AVE STE 130
MCALLEN TX 78504

A2360-00-000-0001-05 (1471062)
ALBA HOMES LLC
200 S 10TH ST STE 1601A
MCALLEN TX 78501

S2580-01-000-0001-00 (1561200)
BRADEN & TREYTON HOLDINGS LTD
605 W JAVELINA DR
PHARR, TX 78577-9470



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – January 22, 2024
 Special Meeting – January 24, 2024

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____



MINUTES

PRESENT:

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

ALSO PRESENT:

Beth Barnes
Virginia Townsend
Alan Stanton
Ju Balch
Karma Cardoza
Lea Juarez
Deandea Balli
Peter Geddes
Fern McClaugherty

STAFF PRESENT:

Rosember Ramirez, Police Officer
Amy Tijerina, Community Events Director
Mary Hernandez, Veterans Cemetery Director
Cynthia Lopez, Museum Director
Mayte Zapata, Police Officer

ABSENT:

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Angie Vela, Finance Director
Adrian Garcia, Fire Chief
Michael Elizalde, Director of Grants & Strategic Dev.
Susie De Luna, Planning Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Director of Organizational Dev.
Joe Enriquez, Utilities Manager
Rick Venecia, Boys & Girls Club Director
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Ted Rodriguez, Assistant Chief of Police
Frank Cavazos, Deputy Fire Chief
Joanne Longoria, CDBG Director
JC Avila, Fleet Director
Yenni Espinoza, Library Director
Jesse Mares, Facilities Supervisor
Aida Lerma, Arts & Cultural Tourism Director
Roel Mendiola, Sanitation Dept. Director
Jesse Lerma Civil Service Director
Kenia Gomez, Media Relations Director
Stephen Kotsatos, Health Director
JC Avila, Fleet Director
Jose Silva, Internal Auditor
Brad Bentsen, Parks & Recreation Director
Mike Fernuik, Golf Course Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 4:34 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Councilwoman Marissa Gerlach led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Presentation of Award received by City Secretary's Vital Statistics Department – Carrillo

Anna Carrillo, City Secretary, presented the 5 Star Exemplary Designation Award that was presented to the City of Mission's Vital Statistics Department by the Texas Health & Human Services. This award is given to those department's that go above and beyond in the duties birth and death record process by attending trainings and keeping up with legislative trends. This is the eight consecutive year that the department has been recognized with this award.

2. December 2023 Employee of the Month – Munguia

Noemi Munguia, Human Resources Director, presented Anais Chapa, Assistant City Secretary, as the employee of the month for the month of December. Ms. Chapa was nominated by her peers and director for her willingness to step up not only when needed but whenever she can. She has a passion for what she does and it shows through her attitude.

3. Report from the Rio Grande Valley Humane Society – Perez

Deandea Balli, representative for the Rio Grande Valley Humane Society, provided an updated on the current operations of the City of Mission's animal shelter. The total intake of animals for December 2023 was 139, 110 animals were adopted, 35 were claimed, 37 were transferred out and 10 were euthanized. The live out come for the month of December was 89%, ending the year with a 91% no kill rate.

4. Report from the Greater Mission Chamber of Commerce – Enriquez

Report was not given due a representative from the Mission Chamber of Commerce not being present.

5. Departmental Reports – Perez

Councilwoman Jessica Ortega moved to approve Departmental Reports. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

6. Citizen's Participation – Garza

Fern McClaugherty, 1801 N. McColl Road, had a question on the report that was given by Deandea Balli who was representing the Rio Grande Valley Humane Society. Her main concern was wanting to know what the city and was doing to educate residents about the importance of neutering and vet services.

PUBLIC HEARING

7. Public Hearing and approval on First Reading of Resolution #1873 of the City of Mission, ordering and calling a Charter Election on proposed charter amendments, during General Election on May 4, 2024, and other matters relating to said election. - V. Flores

On September 25, 2023, the City Council established a Charter Review Committee ("CRC"), charged with considering and making recommendations to the City Council on any proposed amendments to the City's Charter. The CRC convened throughout 2023 and early 2024, concluding with their report that was presented to City Council during the January 8, 2024 City Council Workshop. The attached draft has been unanimously recommended by the CRC. In addition, the proposed ballot language had been reviewed by the City Attorney to ensure that it conforms with state law.

January 22, 2024 would be the First Public Hearing on the Proposed Charter Amendments. Based on public input and other recommendations from City Council, upon preliminary approval by Council, this item would be brought back to the City Council on February 12, 2024, for Second and Final Reading and Adoption of the Charter Election Ballot Provisions and the calling/ordering of said special election.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the First Reading of Resolution #1873 of the City of Mission, ordering and calling a Charter Election on proposed charter amendments, during General Election on May 4, 2024, and other matters relating to said election. Motion was seconded by Councilman Vela and approved unanimously 5-0.

RESOLUTION NO. 1873

A RESOLUTION ORDERING AND CALLING A CHARTER ELECTION ON PROPOSED AMENDMENTS, DURING THE GENERAL ELECTION IN MISSION, TEXAS TO BE HELD ON MAY 4, 2024, AND OTHER MATTERS RELATING TO SAID ELECTION

PLANNING & ZONING RECOMMENDATIONS

8. Rezoning: A 0.33 acres of land out of a 9.53 acre tract out of the West 13.335 acre of the South 19.55 acres of Lot 29-8, West Addition to Sharyland of Porciones 53, 54, 55, 56 & 57, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Juan Reyes, and Adoption of Ordinance #5428 - De Luna

On January 10, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located ¼ mile west of Mayberry Road along the north side of Mile 2 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 Vela and approved unanimously, the public hearing was closed.

Mayor Pro Tem Plata moved to approve Rezoning: A 0.33 acres of land out of a 9.53 acre tract out of the West 13.335 acre of the South 19.55 acres of Lot 29-8, West Addition to Sharyland of Porciones 53, 54, 55, 56 & 57, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Juan Reyes, and Adoption of Ordinance#5428. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5428

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING BEING A 0.33 ACRES OF LAND OUT OF A 9.53 ACRE TRACT
OUT OF THE WEST 13.335 ACRE OF THE SOUTH 19.55 ACRES OF LOT 29-8, WEST
ADDITION TO SHARYLAND OF PORCIONES 53, 54, 55, 56 & 57, (AO-I) AGRICULTURAL
OPEN INTERIM TO (R-1) SINGLE FAMILY RESIDENTIAL

9. Rezoning: A 48.75 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) Duplex-Fourplex Residential to (R-3) Multi-Family Residential, Cabe Investments, LP, and Adoption of Ordinance #5429- De Luna

On January 10, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located at the Southwest corner of Military Parkway and S. Conway Blvd. (F.M. 1016). 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.

Karen Pruiik, 2101 Lakeview Drive, currently resides in Meadowcreek. She believed that the company requesting this rezoning is also the owner of the current golf course and hall area. She had been disappointed that the area has not been maintained and had continued to be vandalized. She does not agree that there was a need for multi-family residences in the area.

Gabriel Guerrero, representative for Cabe Investments LP, stated that although they do have ties with the area Ms. Pruiik was speaking about, this rezoning request did not affect that area.

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

Councilwoman Ortega moved to approve Rezoning: A 48.75 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) Duplex-Fourplex Residential to (R-3) Multi-Family Residential, Cabe Investments, LP, and Adoption of Ordinance#5429. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5429

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 48.75 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) DUPLEX-FOURPLEX
RESIDENTIAL TO (R-3) MULTI-FAMILY RESIDENTIAL

10. Rezoning: All of Lot 1, Bodine Subdivision No. One, (C-2) Neighborhood Commercial to (C-3) General Business, Norma L. Cavazos, and Adoption of Ordinance #5430 - De Luna

On January 10, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located at the NW corner of E. Griffin Parkway and Bryan Road. There was public opposition during the P&Z Meeting. The concerns voiced were in regards

to Bryan Road not been wide enough for the amount of traffic a C-3 zone would create. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Mr. Cavazos, owner of the property, stated that he has received a report stating that over 20,000 pass through that area. They were requested to rezone it to C-3 to allow for Mission to continue to prosper.

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 Rezoning: All of Lot 1, Bodine Subdivision No. One, (C-2) Neighborhood Commercial to (C-3) General Business, Norma L. Cavazos, and Adoption of Ordinance#5430. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5430

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING BEING ALL OF LOT 1, BODINE SUBDIVISION NO. ONE, (C-2)
NEIGHBORHOOD COMMERCIAL TO (C-3) GENERAL BUSINESS

11. Conditional Use Permit: Drive Thru Service Window – MrKORN Gourmet Corn and More, 722 E. 8th Street, Ste. G, Lots 11 & 12 & 20' strip adj. to Lots Block 113, Mission Original Townsite, C-3, MrKORN Gourmet Corn and More, LLC c/o Kenya Morin, and Adoption of Ordinance #5431- De Luna

On January 10, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the Southwest corner of N. Mayberry Road and E. 8th Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Kenya Morin, owner of Mr. Korn, was present and stated that they are requesting a drive through service window so that they would be able to increase sales.

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: Drive Thru Service Window – MrKORN Gourmet Corn and More, 722 E. 8th Street, Ste. G, Lots 11 & 12 & 20' strip adj. to Lots Block 113, Mission Original Townsite, C-3, MrKORN Gourmet Corn and More, LLC c/o Kenya Morin, and Adoption of Ordinance#5431. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5431

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR THE DRIVE THRU SERVICE WINDOW –
MrKORN GOURMET CORN AND MORE AT 722 E. 8TH STREET, STE. G, LOTS 11 & 12 & 20'

STRIP ADJ. TO LOTS, BLOCK 113, MISSION ORIGINAL TOWNSITE

12. Conditional Use Permit: Drive Thru Service Window & Sale & On-Site Consumption of Alcoholic Beverages – Los Cuates Taco Shop, 2515 S. Colorado, Ste. 11, Lot 2, Block 2, Santa Lucia Development, C-3, Ana Castillo, and Adoption of Ordinance#5432 and Wet Zone Ordinance # 5433- De Luna

On January 10, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. 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 Vela and approved unanimously, the public hearing was closed.

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Drive Thru Service Window & Sale & On-Site Consumption of Alcoholic Beverages – Los Cuates Taco Shop, 2515 S. Colorado, Ste. 11, Lot 2, Block 2, Santa Lucia Development, C-3, Ana Castillo, and Adoption of Ordinance#5432 and Wet Zone Ordinance #5433. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5432

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT FOR THE DRIVE THRU SERVICE WINDOW & SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – LOS CUATES TACO SHOP AT 2515 S. COLORADO, STE. 11, LOT 2, BLOCK 2, SANTA LUCIA DEVELOPMENT

ORDINANCE NO. 5433

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING ORDINANCE NO.780 DESIGNATING PLACES WHERE BEER AND OTHER ALCOHOLIC BEVERAGES MAY BE SOLD WITHIN THE CORPORATE LIMITS OF THE CITY OF MISSION TO INCLUDE THE PREMISES LOCATED AT 2515 S. COLORADO, STE. 11 - LOS CUATES TACO SHOP

13. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Chisme Bar & Grill, 1512 E. Expressway 83, Suites 108 & 109, Lot 1, Re-Subdivision of Plaza Cantera (aka Lot 2A and 3, Stewart Plaza Subdivision), C-3, MN 2016, LLC c/o Molamma B. George, and Adoption of Ordinance #5434 - De Luna

On January 10, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the SW corner of Stewart Road and Expressway 83. 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.

Mr. George, owner of the business, stated that he was trying to create a high-end atmosphere similar to Casa Madre and La Doble M.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Chisme Bar & Grill, 1512 E. Expressway 83, Suites 108 & 109, Lot 1, Re-Subdivision of Plaza Cantera (aka Lot 2A and 3, Stewart Plaza Subdivision), C-3, MN 2016, LLC c/o Molamma B. George, and Adoption of Ordinance#5434 with the condition that a monthly, mixed beverage sales tax report be submitted for review. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5434

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF
ALCOHOLIC BEVERAGES – CHISME BAR & GRILL AT 1512 E. EXPRESSWAY 83, SUITES
108 & 109, LOT 1, RE-SUBDIVISION OF PLAZA CANTERA (AKA LOT 2A AND 3, STEWART
PLAZA SUBDIVISION)

14. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Buffalo Wings & Rings, 907 S. Shary Road, Lot 2A, Colorado Subdivision, C-3, MS & PS, LLC, and Adoption of Ordinance #5435 - De Luna

On January 10, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located on the NW corner of Shary Road and Colorado Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

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 – Buffalo Wings & Rings, 907 S. Shary Road, Lot 2A, Colorado Subdivision, C-3, MS & PS, LLC, and Adoption of Ordinance#5435. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5435

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF
ALCOHOLIC BEVERAGES – BUFFALO WINGS & RINGS AT 907 S. SHARY ROAD, LOT 2A,
COLORADO SUBDIVISION

15. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – Yoko’s Sushi Restaurant, 122 S. Shary Road, Ste. K, Lot 2, Home Depot Subdivision #2, C-4, Yoko’s Sushi Restaurant, LLC, and Adoption of Ordinance #5436 - De Luna

On January 10, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located 1, 200 north of

Expressway 83 along the west side of Shary Road within a commercial plaza. 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 – Yoko’s Sushi Restaurant, 122 S. Shary Road, Ste. K, Lot 2, Home Depot Subdivision #2, C-4, Yoko’s Sushi Restaurant, LLC, and Adoption of Ordinance#5436. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5436

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF
ALCOHOLIC BEVERAGES – YOKO’S SUSHI RESTAURANT AT 122 S. SHARY ROAD, STE.
K, LOT 2, HOME DEPOT SUBDIVISION #2

16. Discussion and action, if any, related to amending Appendix A of the City's Code of Ordinances; specifically, adding Article IV-A (Accommodations Review Board) intended to provide persons with disabilities reasonable accommodations to the City's zoning, subdivision, building code and other regulations to ensure that all persons have equal opportunity to use and enjoy a residence, and Adoption of Ordinance #5437 (V. Flores and S. De Luna)

On January 10, 2024, the Planning and Zoning Commission held a public hearing to consider creating a Reasonable Accommodation Review Board to provide persons with a disability a venue to request reasonable accommodations to the City's zoning, subdivision, building code, fire code, and other regulations when it's necessary to eliminate barriers to housing opportunities to ensure a person with a disability has an equal opportunity to use and enjoy their residence. The creation of a Reasonable Accommodation Review Board was initiated and proposed by the City's Ordinance Review Committee.

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.

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 amending Appendix A of the City's Code of Ordinances; specifically, adding Article IV-A (Accommodations Review Board) intended to provide persons with disabilities reasonable accommodations to the City's zoning, subdivision, building code and other regulations to ensure that all persons have equal opportunity to use and enjoy a residence, and Adoption of Ordinance #5437. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5437

AN ORDINANCE OF THE CITY OF MISSION, TEXAS, AMENDING CODE OF ORDINANCES APPENDIX A (ZONING); SPECIFICALLY, ADDING ARTICLE IV-A (ACCOMMODATIONS REVIEW BOARD); PROVIDING FOR ENACTMENT; AN EFFECTIVE DATE; SEVERABILITY; CODIFICATION AND PROPER NOTICE AND MEETING.

CONSENT AGENDA

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

17. Approval of Minutes – Carrillo

Regular Meeting – January 8, 2024

18. Acknowledge Receipt of Minutes – Perez

Planning & Zoning Commission – October 25, November 20, 2023

Building Board of Adjustments & Appeals – August 22, October 31, 2023

19. Approval of Pre-negotiated hourly labor rates and parts mark ups for fleet repairs on all city units to include special equipment and Sanitation Units - Mendiola

Staff was requesting approval of pre-negotiated service agreements with Admiral Auto Glass. Service agreements include repair hourly labor rates and parts mark-ups for all the City's Fleet and Special Equipment to include the Sanitation Units and are valid for the 2023-2024 Fiscal Year. Services and parts would be acquired on an as needed basis and would be determined solely by the City of Mission. Attached are the hourly labor rates and percentage mark ups on parts.

20. Approval of Ordinance #5438 amending Ordinance 5239; amending Section 2 Membership of the Keep Mission Beautiful Beautification Committee – Carrillo

The Keep Mission Beautiful Beautification Committee was created in 2022 to encourage beautification and promote environmental education and to beautify city-owned property. Membership of the committee would be increased from five (5) members to seven (7) with terms of the two new board members expiring on December 31, 2025.

ORDINANCE NO. 5438

APPROVAL OF ORDINANCE AMENDING ORDINANCE NO. 5239; AMENDING SECTION 2 MEMBERSHIP OF THE KEEP MISSION BEAUTIFUL BEAUTIFICATION COMMITTEE

21. Board Appointments – Keep Mission Beautiful Beautification Committee, Tax Increment Reinvestment Zone – Carrillo

Keep Mission Beautification Committee – Appoint Luis Ortega, Jr. and Cesar Omar Aguilar term to expire December 31, 2025

Tax Increment Reinvestment Zone / MRA – Appoint Ricardo Perez to replace David Penoli who resigned term to expire December 31, 2024.

22. Approval of Resolution No. 1874 authorizing the submittal of a grant application for the FY25 Bullet Resistant Shield Grant Program to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative. – Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 Bullet Resistant Shield Grant Program and designates the Mayor as Authorized Representative. The department sought to purchase 10 bullet resistant shields compliant with the National Institute of Justice Level III or higher. The equipment would be utilized during all life-threatening criminal activities. The grant did not have a match requirement.

RESOLUTION NO. 1874

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE BULLET-RESISTANT SHIELD GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR

23. Approval of Resolution No. 1875 authorizing the submittal of a grant application for the FY25 Criminal Justice Grant Program to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative. – Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 Criminal Justice Grant Program and designated the Mayor as Authorized Representative. The department sought to purchase a Narcotics Analyzer, which would allow law enforcement official to quickly identify suspected narcotics in the field that would help expedite criminal apprehension and reduce drug related crimes in the community. The total project cost was \$29,752.00 and the grant did not have a match requirement.

RESOLUTION NO. 1875

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE CRIMINAL JUSTICE GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR

24. Approval of Resolution No. 1876 authorizing the submittal of a grant application for the FY25 Rifle-Resistant Body Armor Grant Program to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative. – Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 Rifle-Resistant Body Armor Grant Program and designates the Mayor as Authorized Representative. The department sought to purchase 180 rifle resistant body armor compliant with the National Institute of Justice standard (ballistic resistance of body armor NIJ Standard-0101.0) type III (rifles) or type IV (armor piercing rifle) armor. The equipment would be utilized during all life-threatening criminal activities. The grant did not have a match requirement.

RESOLUTION NO. 1876

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE RIFLE RESISTANT BODY ARMOUR GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR.

25. Approval of Resolution No. 1877 authorizing the submittal of a grant application for the FY24 State Homeland Security Program-LETPA Grant Program to the Office of the Governor and authorizing Mayor as the Authorized Representative. – Elizalde

The Mission Police Department was seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY24 SHSP-LETPA Grant Program and designated the Mayor as the Authorized Representative. The department sought to purchase equipment and software pertaining to Apex Officer Training Simulators. The training simulator was deigned to conduct immersive and interactive training in a safe and controlled environment, to assist in retaining valuable performance skills such as de-escalation, crisis intervention, communication training, and use of force training. The total project request was \$125,000.00 and the grant opportunity did not have a match requirement.

RESOLUTION NO. 1877

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION OF THE GRANT APPLICATION FOR THE SHSP-LETPA GRANT PROGRAM TO THE OFFICE OF THE GOVERNOR.

26. Authorization to enter into a Memorandum of Understanding between Texas A&M Engineering Extension Service (TEEX) on behalf of Texas A&M Task Force 1 and the City of Mission Fire Department – A. Garcia

The Mission Fire Department was seeking authorization for the City of Mission and the Texas A&M Engineering Extension Service (TEEX) on the behalf of its Texas A&M Task Force 1 (TX-TF-1) to enter into a Memorandum of Understanding for the purpose to establish a joint Water Rescue Program to improve local, regional, state response capabilities to water events, Urban Search and Rescue Response Team and training activities.

Mayor Pro Tem Plata moved to approve all consent agenda items 17 thru 26 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS

27. Approval of Resolution #1878 calling a General Election in Mission, Texas to be held on May 4, 2024 providing for the election of Councilmembers for Places Two and Four; providing for polling places and other matters relating to said election. – Carrillo

Resolution provided for the city's General Election to be held on Saturday, May 4, 2024 as authorized by the Texas Election Code. Positions up for election are Councilmembers for places Two and Four.

Early voting by personal appearance would be conducted at Mission Parks & Recreation Gym, 721 N. Bryan Road and Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road.

Monday, April 22, 2024, Tuesday, April 23, 2024, Wednesday, April 24, 2024, Thursday, April 25, 2024, Friday, April 26, 2024, and Saturday, April 27, 2024 from 8 a.m. – 6 p.m., Monday, April 29, 2024 – 7 a.m. – 7 p.m., Tuesday, April 30, 2024 – 7 a.m. 7 p.m. (times may be amended pending consensus from all entities)

Election Day polling locations were to be held at Mission High School, Parks and Recreation and Mission Boys and Girls Club Gym at Bannworth Park from 7 a.m. – 7 p.m.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution #1878 calling a General Election in Mission, Texas to be held on May 4, 2024 providing for the election of Councilmembers for Places Two and Four; providing for polling places and other matters relating to said election. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

RESOLUTION NO. 1878

A RESOLUTION CALLING A GENERAL ELECTION IN MISSION, TEXAS TO BE HELD ON MAY 4, 2024; PROVIDING FOR THE ELECTION OF COUNCILMEMBERS FOR PLACES TWO AND FOUR; PROVIDING FOR POLLING PLACES AND OTHER MATTERS RELATING TO SAID ELECTION.

28. Authorization to submit grant application to TWDB for the Flood Mitigation Assistance (FMA) Grant Program – Bocanegra

Seeking authorization to submit a grant application to the Texas Water Development Board (TWDB) for the Flood Mitigation Assistance Grant Program. The purpose of this program was to reduce or eliminate the long-term risk of flood damage to repetitive loss (RL) and severe repetitive loss (SRL) structures that were insured under the National Flood Insurance Program (NFIP). This program also sought to reduce or eliminate the dependence on taxpayer-funded federal disaster assistance for disaster recovery. The city's proposed project included technical assistance for final design and benefit cost analysis for drainage improvement projects. The total project cost would be no more than \$12,000,000 which would require a 10% cost match.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to authorize the grant application to TWDB for the Flood Mitigation Assistance (FMA) Grant Program. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

29. Authorization to Award Contract for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services – Bocanegra

The City of Mission had accepted and opened one (1) proposal for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services. Proposal was referred to an evaluation committee to evaluate proposals based on the evaluation criteria and scope adopted by the City. Evaluation committee and City Engineers recommended to award contract to Westwood Professional Services who was selected as the highest ranked firm meeting all specifications. BID# 24-169-12-27.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award Contract for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments – This week we would be celebrating Texas Citrus Fiesta week. Royal Coronation on Thursday, January 27th at 7pm at the Mission Event Center, Parade of Oranges

on Saturday, January 27th at 12pm down Conway, Saturday & Sunday, January 27th and 28th the Fun Fair/Carnival on the corner of Conway and 495.

Mayor's Comments – Thanked staff and the Texas Citrus Fiesta Board for having such a beautiful event on Saturday.

City Council Comments – Councilwoman Ortega stated that she had attended the Texas Citrus Fiesta Gala and was amazed by the girls that are representing the City of Mission. She wanted to invited everyone to partake in the upcoming festivities.

At 5:56 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation Attorney) related to pending litigation; specifically, City of Mission v. Performance Services, Inc dba Performance Services of Texas, Inc. (13th Court of Appeals, Cause No. 13-22-00485-CV, Trial Court (139th District Court) Cause No. C-1712-22-C). (City Attorney, V.Flores)
2. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters), update on Personnel Matters. (City Manager R. Perez)

Upon conclusion of Executive Session at 6:48 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

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

No Action

ADJOURNMENT

At 6:49 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



MINUTES

PRESENT:

Norie Gonzalez Garza, Mayor
Jessica Ortega, Councilwoman
Marissa Ortega-Gerlach, Councilwoman
Alberto Vela, Councilman
Victor A. Flores, City Attorney
Randy Perez, City Manager
Anna Carrillo, City Secretary

ABSENT:

Ruben D. Plata, Mayor Pro-Tem

ALSO PRESENT:

David de los Santos
Veronica Ontiveros
Mike Silva
Leopoldo Garza
Guillermo Delgadillo
Dr. Ivan Melendez
Rene Lopez
Kassie High
Victor Fonseca

Becky Baugh
Nikki Mattick
Robin Fancy
Matt Wilson

STAFF PRESENT:

David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Adrian Garcia, Fire Chief
Susie De Luna, Planning Director
Alex Hernandez, Assistant Planning Director
Amy Tijerina, Community Events Director

SPECIAL MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 6:44 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

None

CITIZEN'S PARTICIPATION

Mike Silva, President of the Mission Fire Fighters Association addressed item #2 of the agenda. He said the council would have a choice which was to terminate the contract with MedCare EMS spoke of how it will allow the city to have more local control of its emergency medical services. He stated the department had invested years into cross-training firefighters into becoming EMTs and paramedics and that they are ready to take on the task. Mr. Silva thanked MedCare for the 23 years of service to the city of Mission.

Leopoldo Garza, Civil Service Commission member spoke about the Mission Fire Department EMS department who are trained to render the best quality of care to the community and are ready to serve the citizens of Mission.

David de los Santos, 1707 Solar Drive Med-Care's business development manager urged the council to rethink severing the company's contract. He stated Med-Care EMS, currently responds to 75% of the calls in Mission. Mission Fire Department is handling 25% of 9-1-1 calls. The concern was that Med-Care EMS would not be responding to the 75% local calls

since the council was considering terminating the contract. He cited nationwide shortages in healthcare workers, as well as the added financial costs and liability concerns that come with the city taking on sole responsibility for ambulance service.

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

1. Conditional Use Permit: Texas Citrus Fiesta Carnival & Fun Fair, All of Lots 4 & 5, out of Shops at 495 Phase I & the North 11.87 acres out of Lot 25-6, West Addition to Sharyland, C-3 & R-3, January 26, 2024 through January 29, 2024, Texas Citrus Fiesta (c/o Amy Tijerina), and Adoption of Ordinance # ____ - De Luna

No action was taken on this item.

The site location was moved to the Leo Pena Placita Park due to the condition of the grounds being saturated with the recent rains. The city would be issuing a Special Use Permit for the use of the Leo Pena Placita Park.

AGENDA ITEMS

2. Discussion and action, if any, related to the MedCare EMS contract with the City of Mission, including but not limited to authority to negotiate termination of said contract - A. Garcia

Fire Chief Adrian Garcia stated the Mission Fire Department was ready to move forward to be the primary in house ambulance service for the City of Mission. The city currently has four ambulances and four mutual aid agreements in place to assist.

Councilwoman Marissa Gerlach asked if there would be a paramedic in each ambulance to provide a MICU level of care.

Dr. Ivan Melendez, Medical Director stated there was no difference in certification, charges, level of training and cost to the community if the MedCare contract would be terminated. He said the city was ready to move forward to provide the service.

Councilman Alberto Vela moved to terminate contract with MedCare EMS with a 75-day written notice as stated in the contract to be sent on January 25, 2024. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

ADJOURNMENT

At 7:12 p.m., Councilman Vela moved for adjournment. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Randy Perez, City Manager

- Acknowledge Receipt of Minutes – Perez
- Shary Golf Course – December 13, 2023
- Citizen’s Advisory Committee – December 12, 2023
- Parks & Recreation Board – December 12, 2023
- Mission Tax Increment Reinvestment Zone – November 28, 2023
- Mission Redevelopment Authority – November 28, 2023
- Mission Economic Development Corporation – November 29, 2023
- Mission Economic Development Authority – November 29, 2023
- Mission Education Development Council – October 25, 2023
- Ambulance Board Meeting – October 19, 2023
- Civil Service Commission – December 13, 2023

NATURE OF REQUEST:

See Attached Minutes

BUGETED: N/A **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SHARY GOLF COURSE ADVISORY BOARD
December 13, 2023
MINUTES

I. Call Meeting to Order

Chairman Isaac Martinez called the meeting to order.

II. Roll Call

The following board members were present: Martin Flores, Javier Barrera, Benjamin Lau, Toby Garza, Isaac Martinez and Jose Salinas.

The following board members were absent: Carlo Garza

III. Approval of November 15, 2023 Minutes

Minutes were not provided for the November 15, 2023 meeting. Therefore, no minutes will be approved.

IV. Public Participation

None

V. Reports

a. Golf Directors Report

Andy Garcia, Assistant City Manager briefed the board on the recent retirement of Golf Director Mario Flores. He stated himself and Mr. Terrazas will be available to the board until a new Golf Director is hired. Staff will continue with the day to day operations of the golf course.

Sales reports were presented for food and beverage which showed an increase of sales of approximately 10% from last year to this year. Pro Shop sales reports showed an increase of about 12%. Green fees showed a positive growth as well. Upcoming Tournament Schedule was reviewed with the board.

b. Golf Superintendent Report

Mr. Gutierrez stated mowing and maintenance is being done on a daily basis. All three pumps are working a new pump station will be needed in the near future. Cost would be approximately \$300,000. Irrigation is being worked on continuously.

VI. New Business

a. Update on Hiring of Golf Course Manager

Mr. Garcia stated that the position had been posted and applications were currently being accepted. Qualifications for the Golf Course Manager would be a college degree in some form of recreational science with three years minimum experience in a managerial position or working with a golf course. In lieu of a degree five years or more experience with golf and managerial skills.

b. Update on Aerator and Tractor Purchase

Mr. Garcia stated that the budget is currently being reviewed regarding this purchase.

c. Update on Building for Grounds and Driving Range Equipment Storage

Martin Flores stated that the board was recommending not to get what the city had approved, they had not received a recent update as to the status of the building. Mr. Martinez stated that the board had agreed to give a portion of the land to the All-Inclusive Park and that a storage was going to be needed. JP Terrazas stated he had met with architect Eduardo Vela to review what was needed at the golf course to reduce the cost of the building which was currently estimated at \$1M dollars. Revisions have been submitted to the architect who would be submitting the updated plans to be reviewed by the board at their next meeting.

VII. Old Business

a. Update on Golf Carts

Mr. Garcia stated that the shipment of the golf carts would be approximately December 20, 2023. Golf Carts are to be expected received by the end of December. Mr. Martinez asked about the GPS system. Mr. Garcia stated that would have been a separate assessment, the cost would have been substantial. Mr. Garcia stated the golf carts would be the base golf cart. The term of the agreement would be for three-year terms. Capital Improvement Plan for the golf course would be reviewed. Mayor Nbrie Garza asked the board if they wished to have a representative on the interviews for the hiring of the Golf Course Manager. The board deferred from appointing a member due to the possibility of a board member applying for the position. Jose Salinas would be submitting a proposal on signage for the golf course which would be presented to Mission Economic Development Corporation for possible funding. Chief Cesar Torres had also committed

funds to be used towards golf course improvements. After much discussion regarding trees that needed to be replaced at the course Martin Flores advised the board he would be submitting pricing on different types of trees to be planted at the golf course. The trees were to be purchased by customers and planted in the golf course in the name of a loved one.

VIII. Director's Comments

Mr. Garcia thanked the board for their support.

IX. Chairman's Comments

Chairman Martinez thanked staff for their hard work and looked forward to seeing the improvements to be made to the golf course to make it one of the best courses in the valley.

X. Adjournment

Upon a motion by Joe Salinas and seconded by Toby Garza meeting was adjourned.

CITIZEN'S ADVISORY COMMITTEE
December 12, 2023
Public Hearing/Regular Meeting

Members Present

Lorenzo Garza, Chairman
 Roxanne Mendez
 Alma Garcia
 Marsha Terry
 Zoreida Lopez, Vice-Chairwoman
 Francisco Cadena

Members Absent

Cynthia Pacheco

Staff Present

Jo Anne Longoria
 Esther G. Rivera
 Danny X. Sanchez

Call Regular Hearing/Regular Meeting to Order

Chairman Lorenzo Garza called the Regular Meeting to order at 5:31 p.m. Ms. Jo Anne Longoria conducted the roll call. She stated six (6) members were present, therefore there was a quorum.

Citizens Participation

Chairman Garza asked if there were any citizens present who wanted to express their concerns at this Public Hearing/Regular Meeting. With no one present and no comments, Chairman Garza continued with the next agenda item.

Discussion and Recommendation on Consolidated Annual Performance and Evaluation Report FY2022-23 (DRAFT)

Ms. Jo Anne Longoria presented Consolidated Annual Performance and Evaluation Report (DRAFT)(CAPER) which is the summary of the expenditures reported for FY2022-23. She stated that \$1,275,055.15 was expended for CDBG and \$344,653.57 was expended for CDBG-CV for the year. She elaborated on the required narratives and tables by activity and mentioned they were included for review. Chairman Garza had a question regarding Fire Department's CDBG-CV expenditure in reference to the sign that was purchased on how he thought he saw it being utilized for miscellaneous events. Ms. Longoria went on to explain that the sign can be utilized, but only in an eligible area with verbiage displayed related to COVID-19. Vice-Chairwoman Zoreida Lopez also had a question regarding an eligible area. Ms. Longoria explained that an eligible area is a low income identified by census. Chairman Garza asked for a motion to approve the CAPER 2022-23 (DRAFT) as presented. Ms. Roxanne Mendez motioned to approve the CAPER as presented. Vice-Chairwoman Zoreida Lopez seconded the motion. Motion carried. (6-0)

Close Public Hearing and Open Regular Meeting

Chairman Garza closed the Public Hearing at 5:39 P.M. and opened the Regular Meeting.

Discussion and Recommendation to Approve Minutes for Regular Meeting held November 14, 2023

Mr. Danny Sanchez asked the members present if they had reviewed the minutes for the Regular Meeting held on November 14, 2023 and if there were any questions or comments. After a brief

discussion, Chairman Garza asked for a motion to approve the minutes. Ms. Marsha Terry motioned to approve the minutes as presented. Mr. Francisco Cadena seconded the motion. Motion carried (6-0)

Discussion and Recommendation to approve Tentative Schedule for Annual Action Plan FY2024-25

Ms. Longoria presented the Tentative Schedule for Annual Action Plan FY2024-25. She stated that the meetings were highlighted in bold. She also mentioned that CDBG will partner with various agencies for Spring Rally event during the month of April and may need volunteers. Ms. Mendez mentioned she would be out of the area during Spring Break week, which is where a Public Hearing is scheduled. Ms. Longoria went on to say that it is a tentative schedule and would adjust the meetings. After a brief discussion, Chairman Garza asked for a motion to approve Tentative Schedule for Annual Action Plan FY2024-25. Vice-Chairwoman Lopez motioned to approve Tentative Schedule as presented. Ms. Mendez seconded the motion. Motion carried (6-0)

Presentation on HAP Phase 22-II Welcome Home Event

Ms. Esther Rivera presented a brief PowerPoint Presentation on HAP Phase 22-II Welcome Home Event. She displayed the Welcome Home Event pictures taken with the family at 4027 E. Beatty St. After a brief discussion, Chairman Garza continued with the next agenda item.

Other Business

A. Progress Reports- October & November 2023 Unofficial

Mr. Sanchez presented the Unofficial Progress Reports for October and November 2023. He went on to say that the agencies had been funded for the new fiscal year however, no expenditures were reported and continue to serve their beneficiaries. Following the CDBG progress report, Mr. Sanchez explained that CDBG-CV Emergency Assistance Program (EAP) expended \$4,054.48 for October 2023 and \$1,234.18 for November. After a brief discussion, Chairman Garza asked for a motion to approve the progress reports. As presented Vice-Chairwoman Lopez motioned to approve the progress reports. Ms. Mendez seconded the motion. Motion carried. (6-0)

B. Chairman's Comments

Chairman Garza wished everyone Happy Holidays and stay safe.

C. Committee Member's Comments

Mr. Cadena mentioned he attended the Welcome Home Event for Speedy Trails Subdivision by Affordable Homes of South Texas, Inc. Members present wished everyone Happy Holidays.

Adjourn

Chairman Garza asked for a motion to adjourn the meeting. Ms. Mendez motioned to adjourn the meeting. Vice-Chairwoman Lopez seconded. Motion carried (6-0). The meeting was adjourned at 6:04 P.M.

Lorenzo Garza, Chairman

PARKS AND RECREATION BOARD MEETING
December 12, 2023

<u>BOARD MEMBERS PRESENT</u>	<u>STAFF</u>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
	Ricardo Contreras
Jesus Mendiola	Juan Carlos Calderon
Melissa Reyna	Taylor Cavazos
Karina Garza	Pete Charles
Maggie Guajardo	

Call to Order

Tony Guerrero called the meeting to order.

Roll Call

Roll call was taken and quorum was met.

Prayer

Chriss Voss led us in prayer.

Approval of Minutes

The Board Members approved the minutes for the October 12, 2023 Board meeting. Motion to approve was made by Chris Voss and seconded by Karina Garza. The motion to approve minutes passed unanimously.

CITIZEN PARTICIPATION

N/A

UPDATE OF PARKS

The Parks staff assisted with the City of Mission's Halloween event that took place at the Mission Event Center, the set up and tear down was all thanks to the Parks staff.

The Parks crew assisted with the landscape and revamping of the irrigation system of the Kindness Garden at the Bannworth Park.

Parks employees created wooden Baseball Displays that were used at the State of the City Address.

Parks employees continued marking the field at Madero Park for the Boys and Girls Club soccer league.

Continued mowing of the right-of-way throughout the City, along with taking care of citizens requests such as the removal of graffiti, lighting in the Parks, and tall grass through the 311 system.

The Citrus Fiesta Building is now under the care of the Parks department, with the landscaping and irrigation system being taken care of by Parks employees.

The first Asian Market “Journey to the East” was hosted at Market Square, now with more events being hosted at Market Square improvements throughout the venue are needing to be made such as, adding additional lighting in the parking lot and main corridor, repairing and painting of the canopies, and the irrigation system.

The Annual Mayors Christmas Lightning at The Leo Pena Placita Park took place on November 17 and 18, which the parks staff had been preparing for at least a month in advance by setting up and installing all the Christmas decorations and lights in the Park and downtown Conway.

Other events that Parks staff assisted with was Mission Regional Hospital Cancer Run, Mission Police Departments Pictures with Santa, Veterans Day BBQ at Parks and Recreation, The Mission Chamber of Commerce Holiday Market, and the City of Missions Thanksgiving Employee Luncheon.

UPDATE OF RECREATION

We hosted our last Music at the Park of the year in the month of October, the Halloween themed event brought in about 1,000 attendees that enjoyed a costume contest, trick or treating, and live music.

The Recreation Department with the assistance of the Parks Department put together this year’s Mayors Annual Christmas lighting, this two-day event consisted of entertainment, pictures with Santa, and a bike and toy raffle.

The recreational basketball league came to an end.

The Parks and Recreation building was rented out to host an indoor Asian Market which had a huge turnout, due to the amount of success, the Recreation Department is looking to collaborate and create a similar event the week of Spring Break.

The TWL will be hosting a wrestling event on Saturday at the Parks and Recreation Building.

Continue to prepare for the upcoming Annual Citrus Fiesta 5k.

AQUATICS UPDATE

Lap swimming continues at the Bannworth Pool during the morning and afternoon available times, numbers fluctuates as the winter season approaches.

Our USA swim team attended two swim meets, one in New Braunfels and one in San Antonio with an average of 10 swimmers competing. In New Braunfels, the USA Swim Team brought back 3 Gold Medals, 3 Silver Medals, and 4 Bronze Metals. In San Antonio our swimmers placed 6th-10th.

The Sharyland school district hosted a swim meet with 13 teams that attended at the Bannworth Facility.

As the winter season approaches, Mission CISD occasionally uses the indoor Bannworth facility when the outside pool water is too cold.

NEW BUSINESS

On January 28 2019, the discussion was brought up about the need to increase park land development fees, In 2019 it was proposed to increase the price from \$350 per living development to \$500, when the motion was made it was suggested to come back and readdress the topic 3 to 4 years later to see what a fair price would be with the current state of the economy.

After discussion with the board, the motion was made by Chriss Voss and seconded by Karina Garza to increase the fee to \$650 but for the fee to not be automatically recurring or increased, it must be brought to the board if any changes are to be made, all board members present agreed.

Brad Bentsen suggested to bring to council the possibility of taxing people in the extra territorial jurisdiction areas to help have more land and money to build more complexes, parks, and facilities for the community and Mission schools.

Discussed a current complaint that is coming from the neighborhood parks in the Sharyland Plantation area, spotlights are being put up at a Park near Shitmotsu elementary. These fields are being used to host soccer practices that are not through the parks and recreation rental agreements, the debate is if it is the Sharyland school districts problem to handle or the City's. The Sharyland school district claims the parks belong to the city after 5 pm, and would like more park development for their schools and parks.

The opportunity was mentioned that the land in the water district in west mission may be given to the city by a private investor in memory of their Mother which could be used for park development.

As per City manager Randy Perez, the board started to discuss our park rental fees in comparison to neighboring cities. Currently our fees stand at \$20 per hour with lights and \$30 per hour without lights. In the future, we are looking to increase the prices.

With the support from Mayor Norie Gonzalez Garza, Norma Ayala has started a community garden and is hoping to host a recurring Farmers Market for the City of Mission residents. The first one will be this Saturday at the Bannworth Pavilion.

With the upcoming Citrus Fiesta Parade, discussion has begun for creating and decorating floats to participate in the parade.

The Keep Mission Beautiful organization would like to work with the Parks department to beautify the area between Bryce Rd. and Kika Loop with some landscaping and painting of the irrigation pipes.

A Lions Park update was given to the board which included the pouring of concrete for the basketball pavilion, created areas for the rental picnic shelters, finishing up the parking lot, conditioning the soil for the asphalt, and all splash pad equipment being delivered. Charlie who is in charge of the development of Lions Park is expected to give update to the Council at next city council meeting.

OLD BUSINESS

Still pending the Grant project from Valley Baptist Legacy Foundation, for \$500,000 for the connection of the Mission Hike and Bike trails from McAllen through Pharr, and the Texas Park and Wildlife grant for \$200,000 to revamp the Hike and Bike Trails by overlaying the trail, creating retention walls, and planting native grasses along the canal bank.

Adjournment

Chriss Voss made a motion to adjourn the meeting and was seconded by **Jesus Mendiola**. The Board voted unanimously to approve.

Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
November 28, 2023

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a regular meeting open to the public, by teleconference and in person, on November 28, 2023 at 801 N. Bryan Road, Mission, Texas and at 5:57 PM, the roll was called of the duly appointed members of the Board, to-wit:

- David Penoli, Chairman
- Martin Garza, Vice Chairman
- Aissa I. Garza, Secretary
- Amanda O'Caña
- Albert X. Chapa
- Efrain Reyna Jr.
- Hector Moreno

All the above were present except Vice Chairman Garza. Participating via Zoom teleconference were Tim Austin and Ezeiza Garcia. Participating in person were Angie Vela, Mayor Norie Gonzalez Garza, J.P. Terrazas, Crystal Chávez, Joe Salazar, Cristian Garza, Interim Executive Director Randy Perez and Judy Vega.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum
- B. Approve Minutes of the October 24, 2023 meeting of the TIRZ#1
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the November 28, 2023 meeting.

Upon a motion duly made by Director O'Caña and seconded by Secretary Aissa I. Garza the Board unanimously approved the minutes of October 24, 2023 meeting of the TIRZ#1

Upon a motion duly made by Director Reyna and seconded by Director O'Caña, the Board unanimously approved the consent agenda.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Director Reyna and seconded by Director O'Caña, the Board unanimously voted to adjourn the meeting at 5:58 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Redevelopment Authority
Board of Directors Meeting
November 28, 2023**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on November 28, 2023, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman
Martin Garza, Vice Chairman
Aissa I. Garza, Secretary
Amanda O’Cafia
Albert X. Chapa
Efrain Reyna Jr.
Hector Moreno

All the above were present except Vice Chairman Garza. Participating via Zoom teleconference were Tim Austin, Dr. Rolando Ortiz, and Ezeiza Garcia. Participating in person were Angie Vela, Randy Pérez, Mayor Norie Gonzalez Garza, J.P. Terrazas, Crystal Chávez, Joe Salazar, Cristian Garza, Damien B. Tijerina, Rubén James de Jesús, Victor Trevino, Homer Gonzalez, Jesse Ozuna, Hector Sanchez, Gloria Rios, Roxanna Salas, George Meyers, Daniel de la Viña, Julio Cerda, and Judy Vega.

Call Meeting to Order at 4:06 PM

With a quorum present, Chairman Penoli opened the meeting with a welcome to all.

Citizens Participation.

Chairman Penoli’s call for citizens to participate either by Zoom’s virtual platform or in-person did not yield any responses.

Approve minutes of the October 24, 2023 meeting of the Mission Redevelopment Authority

There being no changes or corrections, upon a motion duly made by Director O’Cafia and seconded by Secretary Aissa I. Garza, the Board unanimously approved the October 24, 2023 meeting minutes of the Mission Redevelopment Authority.

The Board unanimously agreed to prioritize Items 5 & 6 of the agenda before addressing any other items.

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Discussion & possible action related to the selection of a bank for the Authority's bank services

For the record: Chairman Penoli, Director Chapa, and Director Reyna refrained from engaging in any discussions or voting related to Item #5. The request was made considering the banks Chairman Penoli and Director Chapa represent, Lone Star National Bank and PlainsCapital Bank, are institutions that submitted a proposal for the Authority's solicited banking services. Director Reyna is a Financial Advisor for Edward Jones. Chairman Penoli and Directors Chapa and Reyna did not participate in discussions of the Finance Committee related to this matter.

Int. Executive Director Randy Perez welcomed and thanked representatives from participating institutions who were in attendance. Each representative then took a moment to briefly introduce themselves. Jesse Ozuna with Texas Regional Bank, Daniel de la Vifia with Lone Star National Bank, Hector Sanchez with Texas National Bank, and George Myers with PlainsCapital Bank. Mr. Perez mentioned that several meetings were held to evaluate the submitted proposals and a spread sheet was presented for the Board's review with interest rates, sweep rates, interest earned, and bank fee comparisons.

After thorough evaluation within the Finance Committee, the Committee recommended PlainsCapital Bank as the best choice to meet the Authority's banking needs. The recommendation was based on careful evaluation and consideration.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director O'Caña, the Board accepted the Finance Committees' recommendation to select PlainsCapital Bank as the banking institution for the Authority's banking services and needs. Chairman Penoli, and Directors Chapa and Reyna abstained from the Board's vote.

Chairman Penoli thanked participating bank representatives for their presence at this meeting.

Discussion & possible action regarding the approval of Anzalduas Industrial Park Phase I Project by Union Design Developers LP. in an amount not to exceed \$284,229.86.

Int. Executive Director Perez introduced this item by saying that Union Design Developers LP submitted a request for assistance from the Mission RA for improvement costs associated with their proposed project, Anzalduas Industrial Park Phase I. Total construction estimate for this project is \$852,689.59. The firm is requesting assistance for one third (1/3rd) of the cost for water and sewer improvements. The amount being requested is a little less than the amount on the agenda item, at \$281,905.14. The project involves the construction of an industrial park within Anzalduas Highway and Bryan Road, an area within the TIRZ #1 boundary. Julio Cerda, P.E. with South Texas Infrastructure Group shared images describing water and sewer extensions from south Military Road all the way to old Military Highway. Overall investment in the 400,000 sq. ft. area of building out is estimated at \$52 million once completed. Mr. Cerda mentioned that property tax value will be about \$275,000 annually for the City of Mission. He expects the buildout to be completed within five (5) years. Mr. Perez said this was a new project and that it is in the TIRZ #1 zone. He is requesting approval of the request, which will be in the form of a Reimbursement Agreement prepared by the Authority's legal counsel.

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Upon a motion duly made by Director Reyna and seconded by Secretary Aissa I. Garza, the Board approved the Anzalduas Industrial Park Phase I Project by Union Design Developers LP in an amount not to exceed \$281,905.14. A Reimbursement Agreement will be prepared by the Authority's legal counsel and presented for approval at the next Board meeting. The vote count was five in favor and one against, with Chairman Penoli being the sole dissenting vote.

Project Reports:

Chairman Penoli recognized Engineer Ruben James de Jesús with Melden & Hunt to report on the **Bentsen Palm Development Phase III Project**. Mr. de Jesús said this project has been completed and should be taken off the project report list.

Chairman Penoli recognized Mr. de Jesús to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design and construction of a new lift station to eliminate existing Lift Stations No. 13 & 14 within Tierra Dorada Subdivision to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. The project will be advertised for bids on December 9, 2023 for 21 days. Bidding will take place the week of January 1, 2024. No further comments were made.

Chairman Penoli recognized Mr. de Jesús to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves Lift Station #10, located on Mile 2 & FM 495 (El Valle Subdivision). Mr. de Jesus reported that his firm continues to work with AGUA SUD on a draft agreement that he plans to present to City Council for approval sometime in December. This project involves the rerouting of sewer lines to an existing lift station to alleviate overflow. End of report.

Chairman Penoli recognized P.E. Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II**. On Phase I, Mr. Tijerina mentioned that TxDOT continues reviewing the Finding of No Significant Impact (FONSI) report and that the City of Mission has not received approval of the report neither. No other new developments were reported for Phase I. On Phase II, Mr. Tijerina reported that L&G's surveyor had completed the ROW maps, which were submitted to TxDOT, who in return assigned parcel numbers for acquisition purposes. The City of Mission will use those numbers for reimbursement purposes. End of report.

Chairman Penoli recognized Dr. Rolando Ortiz with **Killam Development** to report on El Milagro Phase I Project. Dr. Ortiz recapped from last month's report. The firm continues to work on streets, caliche placement, curbs, sewer improvements and gutter construction. The project's target date for completion continues to be the first quarter of 2024. No further comments were made.

Chairman Penoli recognized Crystal Chavez, Project Manager with The Warren Group to report on the **Fire & Police Sub-Station #6**. Ms. Chavez said this project is 97% complete. She reported that the Fire Department parking lot block wall facing the south side along Military installation has been completed. Ms. Chavez shared good news on an issue the firm was having with a gas line at Schuerbach Road. Melden & Hunt redesigned the gas line and a credit of \$16,000 resulted with the redesign, which was approved, and work is now in progress. The furniture and computers in the building have been installed and pending are chairs on the kitchen island. Estimated shipping date for a PA panel is Dec. 4, 2023. He also said that pending is road testing for Schuerbach such as asphalt treatments and density.

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Secretary Aissa I. Garza asked about construction costs and engineering costs for this project and on why engineering costs (\$577,000) were not included in the original \$6.1 million cost estimate. The goal is to include engineering costs. The \$577,000 for engineering costs will be presented at the next meeting in January 2024 for approval in the form of a Change Order. The expected turnkey for this building is February 2024, to allow time to do final walkthroughs, install the PA panel, connect permanent power, and finalize project closing documents. Power is temporarily connected, but once the PA panel arrives (when it does) it may take two-to-three weeks to install. No further comments were made.

Mr. Perez said that a review will be conducted of all projects and that any items pending will be brought back to the Board for approval.

1st Street Extension (Dragonfly 6265 LLC): Assistant City Manager J.P. Terrazas mentioned that Las Esperanzas Subdivision's water and sewer work has been finalized. Excavation for the lift station connection will be done this week. The contractor is approximately two months behind schedule, but they have brought in extra crew to catch up. The developer and engineer are now working on Shary Road and 1st Street connectivity.

Discussion & possible action for approval of a Reimbursement Agreement between Mission Redevelopment Authority and the City of Mission related to the Hoerner Street Project.

Assistant City Manager J.P. Terrazas said that this project has been in development for an extended period of time. The project involves ROW acquisition, to extend Hoerner Road from Home Depot drive all the way up to Selena Road, (road next to Denny's Restaurant at Shary Road). The owner of the ROW easement for this project, Dr. Pechero, is now receptive to donating ROW easements. Without this donation, the project cannot move forward since the price of the easement was in essence more expensive than the project. Halff Associates initially had begun the design of the project but that contract has expired. He would like to reengage Half Associates to continue with the design, which is 30% complete. Originally there was a budget of \$1 million for this project before it was halted. Mr. Perez is asking for authorization to reengage Half Associates to continue the design and bring back a Reimbursement Agreement at the next Board meeting.

Upon a motion duly made by Director O'Caña and Director Reyna, the Board authorized the reengagement of Halff Associates to the extent necessary to provide the Board with a project cost. A Reimbursement Agreement between the City of Mission and the Authority will be presented to the Board for approval at their next Board meeting.

Discussion & possible action regarding the approval of a Reimbursement Agreement between the Mission Redevelopment Authority and the City of Mission related to the Walsh Road Project.

Assistant City Manager J.P. Terrazas said this project involves the construction of a half (½) mile of a road which will connect from Perez Street to Frontage Road. He is requesting the engagement of Melden & Hunt Inc., the engineering firm that has worked on various projects in that area and is familiar with the Walsh Road project. As with the prior agenda item, Mr. Perez said he will present a Reimbursement Agreement between the City of Mission and the Authority for approval at their next Board meeting.

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Upon a motion duly made by Director O’Cafia and seconded by Director Reyna, the Board unanimously authorized the reengagement of Melden & Hunt Inc. to design the Walsh Road project. A Reimbursement Agreement between the City of Misson and the Authority will be presented to the Board for approval at their next Board meeting.

Discussion & possible action to authorize Int. Executive Director to enter discussions with Hidalgo County and South Texas College to explore options related to TIRZ #1's extension and/or expansion of boundaries, and the creation of a TIRZ #2.

Int. Executive Director Randy Perez is requesting authorization to enter discussions with Hidalgo County and South Texas College (STC), regarding their interest in participating in the creation of a TIRZ #2 and or explore other options related to TIRZ #1’s extension or expansion of boundaries.

Upon a motion duly made by Director Secretary Aissa I. Garza and Director Reyna, the Board unanimously authorized Mr. Perez enter discussions with Hidalgo County and South Texas College to explore options related to TIRZ #1's extension and/or expansion of boundaries, and the creation of a TIRZ #2

Discussion & possible action related to an Amendment to Fiscal Year’s 2022-2023 Budget.

Accountant Joe Salazar presented and recommended approval of an Amendment to the Authority’s FY 2022-2023 Budget. This budget amendment includes the reconciliations approved last month by the Board related to Bensten Palm Lift Station Phase III, South Conway Lift Station, and the Inspiration Road & Military Parkway Loop Projects. Secretary Aissa I. Garza noted a clerical error on the Capital Projects Fund. Mr. Salazar noted the error, which will be corrected, and mentioned that he will be presenting another amendment at the next Board meeting that will include the Series 2023 Bond.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Chapa, the Board unanimously approved an Amendment to FY’s 2022-2023 Budget.

Acceptance of the Unadjusted Financial Report for October 2023.

Accountant Joe Salazar presented and recommended acceptance of the Unadjusted Financial Report for the month of October 2023.

There being no changes or corrections upon a motion duly made by Secretary Aissa I. Garza and seconded by Director O’Cafia, the Board unanimously accepted the Unadjusted Financial Report for October 2023 as presented.

Approval of invoices for November 2023.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director O’Cafia, the Board unanimously approved all invoices for November 2023.

Adjournment

As there was no further business for the board to consider, upon a motion made by Secretary Aissa I. Garza and being seconded by Director Chapa, the Board unanimously voted to adjourn the meeting at 5:56 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
NOVEMBER 29, 2023 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP
Pilar Gonzalez, Habib LLC

STAFF PRESENT:

Teclo J. Garcia, Chief Executive Officer
Joel Garza, Chief Operating Officer
Judy Vega, Executive Assistant
Stepanie Palacios, Financial Officer
Belen Guerrero-Aguirre, Director of Strategic
Partnerships & Program Development
Naxiely Lopez, Director of Marketing &
Communications
Randy Perez, City Manager
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director

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 4:03 PM.

2. Citizens Participation

President Richard Hernandez's call for citizens to participate did not yield any responses.

3. Approval of Minutes: October 25, 2023

There being no corrections or additions, Carl Davis moved for approval of the meeting minutes of October 25, 2023. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

Mayor Norie Gonzalez Garza joined the meeting at 4:08 PM.

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- 4. Deliberation and possible action for the approval of Resolution No. 2023-08. Resolution regarding request of Graphic Packaging International LLC, for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto**

Joining via Zoom platform, Lee McCormick, President of Community Development Associates, explained that this was an inducement resolution for Packaging International, LLC, a company investing \$1 billion to build a new Coated Recycled Board Mill in Waco, Texas. This mill will manufacture coated recycled board (“CRB”) which will be used to manufacture packaging cartons for food, beverage, foodservice, and other consumer products companies. Construction on the new mill began in 2023. Machine commissioning is expected in 2025 and full start-up of the mill is expected in 2026. The new mill will result in the creation of 230 new jobs. Mr. McCormick mentioned that the federal government gives each state a certain amount of tax-exempt bond allocations each year on a per capita basis. The bond allocation is nothing other than permission to issue bonds for projects that qualify for tax-exempt bonds. After the permission is granted, then some bonds are placed in a pool in which some go to housing, small manufacturing companies, student loans, or other categories. The category that the MEDC falls into is assigned about \$1.1 billion in bond allocations. In order to participate in allocations, basically, bond applications are placed in a lottery. Approval of this resolution does not impose any obligation on MEDC, or the City of Mission and the borrower is responsible for repayment of the bond. There is potential “reputational risk” if the borrower defaults since the MEDC name is included on the bonds. The company anticipates issuing \$100 million of tax-exempt bonds in 2025 and 2026 to reimburse construction costs. Assuming tax-exempt bond allocation is received, each year at closing, the MEDC is expected to receive approximately \$160,000 for serving as Issuer of the bonds and an annual fee of \$25,000 until maturity. He is requesting the adoption of this resolution in the amount not to exceed \$200 million of tax-exempt private activity bonds to finance the proposed project.

Vice President Jose G. Vargas moved to approve Resolution No. 2023-08. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

Resolution No. 2023-08

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

- 5. Acceptance of Unadjusted Financial Statements for October 2023**

Financial Officer Stephanie Palacios presented and recommended acceptance of the unadjusted financial statements for October 2023.

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There being no corrections or additions, Secretary Deborah L. Cordova moved for acceptance of the unadjusted Financial Statement for October 2023. Motion was seconded by Carl Davis and approved 7-0.

6. Deliberation and possible action to approve Invoice #14 from the City of Mission in the amount of \$626,856.77, related to an EDA grant project.

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #14 from the City of Mission for Shary improvements. Ms. Garcia mentioned that total paid was \$4,697,153.82. Total reimbursed to date is \$4,030,297.05, a difference of \$626,856.77. This invoice is a reimbursement to the City of Mission as payment for work performed by Melden & Hunt related to the Shary Village Industrial Park. The City of Mission oversaw the project's procurement process and Melden & Hunt was awarded the contract in December 2020. CEO Tecló Garcia asked Ms. Garcia for an update on the project's completion. Ms. Garcia said she was informed by the Project Administrator Thelma Gonzalez with The Reyna Group, that the project should be completed within 3 to 4 weeks. She said delays have been due to weather conditions as well as delivery of materials. Mr. Garcia said that he spoke to Killam Development representatives a few weeks ago and they mentioned that the lots at the park have all been sold out.

Carl Davis moved to approve Invoice #14 from the City of Mission in the amount of \$626,856.77, related to an EDA grant project. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

7. Deliberation and possible action for ratification of City Council's action of November 13, 2023 related to Noble Texas Builders LLC's Change Order No. 001 for roof repairs.

CEO Tecló Garcia presented this item by saying that there was additional damage found to the CEED roof by Noble Texas Builders workers when they began repairs on the building. The workers found holes on the roof that were not included in the original work order; however, they informed MEDC that they could not proceed with repairs until those holes were also repaired and a change order was approved. A quote for the additional work was provided by Noble Texas Builders LLC and Mr. Garcia said that due to the amount of the quote, the item had to be approved by Mission City Council. Since time was of the essence, the item was presented to Mission City Council on November 13, 2023 and approved. He is requesting ratification of that action from the MEDC Board.

Vice President Jose G. Vargas moved to approve the ratification of City Council's action of November 13, 2023 related to Noble Texas Builders LLC's Change Order No. 001 for CEED roof repairs. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

At 4:33 PM., President Richard Hernandez announced that the MEDC Board of Directors would be convening in executive session.

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

Deliberation and possible action regarding commercial or financial information received 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

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the following: Report from CEO as to potential prospect(s): Project Scoop 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: M.E.D.C. Land

Consultation with Attorney and possible action regarding: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Corporation under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (as permitted under Texas Government Code Section 551.071).

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

At 5:13 PM., President Richard Hernandez announced that the MEDC Board of Directors would be reconvening in open session.

Project Scoop: Secretary Deborah L. Cordova moved to approve a Letter of Intent for an economic incentive for Project Scoop, and to move forward in drafting and executing a Performance Agreement as discussed in closed session. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

M.E.D.C. Land: No action was taken

9. Report on Economic Development Activity.

The CEO reported that the best sales tax revenue has been the months of May, October, and December. In calendar year 2023, City of Mission sales tax revenues were reported at \$24.1 million so far, but those are numbers from two months prior since it takes time to calculate. So, on what he was presenting, it seemed February 2023 was the best number, but those are December 2022 numbers at \$24.3 million. In fiscal year 2022-2023, October through September, the number was \$25.3 million. Mr. Garcia believes sales tax revenues will reach a high of \$26 million for the calendar year. The City of Mission has been doing well, and of course other larger cities are ahead of us; but for a city of our size, we are doing good. On another matter, Mr. Garcia mentioned that 70 applications have been received for the Ruby Red Ventures Re-Launch Program and asked Board members if they'd like to participate in a seven-member committee to review the applications. President Richard Hernandez encouraged Board members to call Mr. Garcia if they wished to participate; however, no more than three members may participate.

10. Presidents' Comments.

President Richard Hernandez thanked CEO Tecló J. Garcia and the MEDC staff for their hard work. Mr. Garcia reminded the Board about the Texas Economic Development Council's upcoming sales tax workshop on Dec. 1, 2023 and asked the Board if they needed any assistance with anything, to please reach out to our office. President Hernandez also thanked the Board for their professionalism, service, and commitment to this Board, and said he was looking forward to another successful year. He invited Vice President Jose Vargas and Secretary Deborah L. Cordova, to serve in the Ruby Red Re-Launch Committee, as well as himself. President Hernandez mentioned he'd like to conduct an evaluation of the MEDC CEO, with Secretary Deborah L. Cordova coordinating it. No further comments were made.

11. Adjournment

Treasurer Estella Saenz moved to adjourn the meeting. Motion was seconded by Noel Salinas and approved 7-0. The meeting was adjourned at 5:34 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

**NOTICE OF MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
NOVEMBER 29, 2023**

The Board of Directors of the Mission Economic Development Authority, Inc., held a meeting on Wednesday, November 29, 2023, at 4:00 PM, by teleconference, at the Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas 78572, to discuss the following agenda:

1. Call to order and establish quorum
2. Citizen's Participation.
3. Approval of minutes: August 30, 2023
4. Deliberation & possible action to accept Unadjusted Financial Report ended September 30, 2023.
5. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001
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: MEDA Land
Consultation with Attorney and possible action regarding: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Authority under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (as permitted under Texas Government Code Section 551.071).
The Mission Economic Development Authority Board of Directors will reconvene in open session to take any actions necessary.
6. Adjournment

Minutes are as follows:

PRESENT:

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

ABSENT:

ALSO PRESENT:

Gene Vaughan, JGKL LLP
Pilar Gonzalez, Habib LLC

STAFF PRESENT:

Teclo J. Garcia, Chief Executive Officer
Joel Garza, Chief Operating Officer
Judy Vega, Executive Assistant
Stepanie Palacios, Financial Officer
Belen Guerrero-Aguirre, Director of Strategic Partnerships & Program Development
Naxiely Lopez, Director of Marketing & Communications
Randy Perez, City Manager
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director

1. Call to order and establish quorum.

With a quorum being present, Chair Richard Hernandez called the meeting at 5:37 PM.

2. Citizen's Participation.

Chair Hernandez's call for citizens to participate did not yield any responses.

3. Approval of Minutes: August 30, 2023.

There being no corrections or additions, Vice Chair Jose G. Vargas moved for approval of the meeting minutes of August 30, 2023. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

4. Deliberation & possible action to accept Unadjusted Financial Report ended September 30, 2023.

Financial Officer Stephanie Palacios presented and recommended approval.

There being no changes or corrections, Secretary Deborah L. Cordova moved for acceptance of the Unadjusted Financial Report ended September 30, 2023. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

At 5:48 PM, Chair Richard Hernandez announced that the Mission EDA Board of Directors would be convening in closed session.

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

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: MEDA Land

Consultation with Attorney and possible action regarding: (1) pending or contemplated litigation; (2) a settlement offer; or (3) a matter in which the duty of the Attorney to Mission Economic Development Authority under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code (as permitted under Texas Government Code Section 551.071).

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

At 6:20 PM, Chair Richard Hernandez announced that the MEDA Board of Directors would be convening in open session.

MEDA Land: Mayor Norie Gonzalez Garza moved not to proceed with the sale or real estate contract as discussed in executive session. Motion was seconded by Vice Chair Jose G. Vargas and approved 4-0.

MEDA, 11/29/2023, Pg. 3

6. Adjournment

At 6:21 PM, Secretary Deborah L. Cordova moved for adjournment. Motion was seconded by Vice Chair Jose G. Vargas and approved 4-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS MEETING HELD ON NOVEMBER 29, 2023 WERE APPROVED ON THIS THE 24TH DAY OF JANUARY, 2024.

Deborah L. Cordova, Secretary

**NOTICE OF MEETING OF THE
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
OCTOBER 25, 2023**

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, October 25, 2023, at 4:00 PM, at The Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas, 78572, to discuss the following agenda:

1. Call to order and establish quorum
2. Approval of Minutes: August 30, 2023
3. Deliberation & possible action to accept Financial Report ended September 30, 2023
4. Adjournment

Minutes are as follows:

PRESENT:

Jose G. Vargas, Vice Chair
Noel Salinas
Carl Davis
Mayor Norie Gonzalez Garza

ABSENT:

Richard Hernandez, Chair
Deborah Cordova, Secretary
Estella Saenz, Treasurer

ALSO PRESENT:

Eugene Vaughan, JGKL LLP

STAFF PRESENT:

Teclo J. Garcia, Chief Executive Officer
Joel Garza, Chief Operating Officer
Judy Vega, Executive Assistant
Belen Guerrero-Aguirre, Director of Strategic Partnerships & Program Development
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director

1. Call to order and establish quorum

In the absence of the Chair, after establishing a quorum of the Board of Directors, Vice Chair Jose G. Vargas called the meeting to order at 4:00 PM.

2. Approval of Minutes: Meeting of August 30, 2023

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of August 30, 2023. Motion was seconded by Noel Salinas and approved 4-0.

3. Acceptance of Financial Report ended September 30, 2023

City of Mission Finance Director Angie Vela presented and recommended approval of the financial report ended September 30, 2023. Ms. Vela began her report by saying that Total Assets for the quarter were \$104,994.28. Total liabilities and equity were \$104,994.28. total Net Income was \$79.35 from interest earned. No expenses were reported for this quarter.

Carl Davis moved to accept the financial report ended September 30, 2023. Motion was seconded by Noel Salinas and approved 4-0.

4. Adjournment

There being no more business to discuss, Mayor Norie Gonzalez Garza moved to adjourn. Motion was seconded by Carl Davis. The meeting was adjourned at 4:10 PM.

**MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
BOARD OF DIRECTORS MEETING HELD ON OCTOBER 25, 2023 WERE
APPROVED ON THIS THE 24th DAY OF JANUARY, 2024.**

Deborah L. Cordova, Secretary



**Ambulance Board Meeting
MISSION CITY HALL
October 19, 2023 at 03:00 p.m.**

MINUTES

PRESENT:

Norie González Garza, Mayor
Randy Perez, City Manager
David Flores, Asst. City Manager
Adrian Garcia, Fire Chief
Cesar Torres, Chief of Police
Christopher Navarrete, Deputy Fire Chief
Jacqueline Charles, Fire Department
Jorge Flores, Mission Fire Department EMS Compliance Officer

ALSO PRESENT:

Tim Brown – Presiding Chair
Dr. Ivan Melendez – Board Member
Alvin Patina II – Board Member
Richard Becerra – Med Care EMS
David De los Santos – Med Care EMS
Mack Gilbert – Med Care EMS
Ronnie Ontiveros – Med Care EMS

CITIZENS PRESENT:

Michael Silva – Mission Fire Fighter's Association

REGULAR MEETING**CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Chair member Tim Brown called the meeting to order at 3:16 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Chair member Tim Brown led the Invocation and Pledge of Allegiance.

INTRODUCTION OF GUESTS

Ronnie Ontiveros, David De los Santos, Mack Gilbert, and Richard Becerra from Med-care were present.

Mike Silva from Misslon Firefighter's Association

PRESENTATIONS**1. Misslon Fire Department Quarterly Report - Navarrete**

Deputy Fire Chief Christopher Navarrete presented EMS quarterly reports beginning from July 1, 2023 through September 30, 2023. Reports were for Medics 1 & 2. Dr. Melendez did have some questions regarding transport billing amounts, Chief Navarrete did explain.

2. Med Care Quarterly Report - Gilbert

Mack Gilbert presented the Med Care quarterly report via an excel report. Dr. Melendez had a couple of questions regarding number on calls, requested for numbers to be presented at next meeting. Mr. Gilbert provided answers to questions that were asked and said that numbers would be presented at next meeting. Mr. Brown asked for more data regarding how many calls Med Care reported to and how many Mission Fire EMS reported to. Michael Silva voiced that data has been requested and nothing has been provided. Ms. Ontiveros requested the dispatch protocols and has asked for requests to be submitted in writing. Chief Garcia explained that all calls start with Police Department dispatch center and get directed to Med-care first, if no available units, it then gets transferred to Mission Fire EMS. City Manager Randy Perez voiced that call numbers should be known and need to be presented at these meetings to board members. Chief Torres will be providing numbers of calls at next meeting.

3. Old Business

Approval of Minutes from August 25, 2023 Ambulance Board Meeting.

4. New Business

Chief Garcia introduced EMS Compliance Officer Captain Jorge Flores. Dr. Melendez asked what his roles would be.

Chief also gave an update on Medic 3 and explained that it was parked outside to be seen by board members. Chief Navarrete explained the details of the unit and what inspections were still pending to be able to take possession.

Chief Garcia updated board that Emergency management of Hidalgo County have several medical units parked in a warehouse. Unit is fully stocked except for supplies and medications. Chief started speaking with County and they discussed proposed areas of coverage with ambulance for \$12 a year. Misslon Fire EMS would need to take care of maintenance, supplies and medications. Chief Garcia explained that agreements has been sent over to Legal department for review to be able to be approved by Mayor Gonzalez-Garza and City Council. Mr. Patina asked if ambulance permits were still being issued, Chief Garcia explained that the process is being discussed in the department.

5. Comments

City Manager Randy Perez thanked everybody for their input and information provided. Expressed that there is always room for improvement.

Presiding Chair Tim Brown pleased with meeting and willingness of Med Care providing requested information at next meeting. Recommended re-evaluation of Dr. Tijerina's participation on board. Mr. Brown asked administrative assistant Jackie Charles to add Chief Torres to final comments list on future agendas.

Dr. Melendez says this is a great opportunity to be move forward to better things and suggested inviting a representative from the Hospital, more than likely a financial representative. Reminded everybody that the goal for everybody

Mayor Norle Gonzalez – Garza agreed with the re-evaluation due to Dr. Tijerina missing the last three Ambulance Board meetings.

Alvin Patina II expressed that he wants everybody to realize that board and new administration is moving in the right direction.

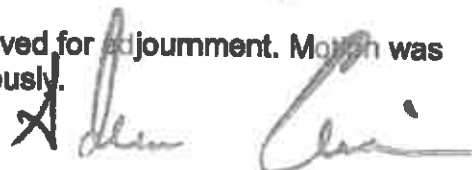
Chief Police Cesar Torres expressed that at the end of the day what matters are the patients and what we can do to make things better for them.

Ronnie Ontiveros agrees that communication helps the collaboration and betters the integrated format.

Fire Chief Garcia thanked everyone for those who attended the meeting and looks forward to working with everyone. Proposed next ambulance board meeting for January 2024. Also, working with Med Care and receiving reports for better discussion to move forward and plan for the community.

ADJOURNMENT

At 4:16 p.m., Presiding Chair Board Tim Brown moved for adjournment. Motion was seconded by Alvin Patina II and approved unanimously.



Adrian Garcia, Fire Chief

ATTEST:



Jacqueline Charles, Administrative Assistant

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
December 13, 2023**

Commission-Present

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

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Mungula-HR Director
Victor Flores-City Attorney
David Flores-ACM
Cesar Torres-Chief of Police
Randy Cruz-Deputy Chief Fire
Enrique Lopez-PO
Michael Lopez-PO
Elias Munoz-PO
Arturo Casanova-PO
Patty Flores-Legal**

Call to Order

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

Pledge of Allegiance

Mr. Garza led the pledge of Allegiance

Approval of Minutes-November 6, 2023

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

Approval of Mission Fire Department CPT's Promotional Examination Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that we had conducted the promotional exam on November 6, 2023. We had 5 (five) individuals that participated and 4 (four) passed.

Mr. Lerma submitted the following scores for approval:

1. Michael Reyes-83 raw score plus 10 seniority points-93
2. Homar Salinas-79 raw score plus 10 seniority points-89
3. Juan Luis Garcia-75 raw score plus 10 seniority points-85
4. Rogelio Leal-74 raw score plus 10 seniority points-84

After a brief discussion, Mr. Garza made a motion to approve the scores and to create an eligibility list for CPT. Mr. Davis seconded the motion. Motion was approved unanimously.

Approval of Mission Police Department CPL's Promotional Examination Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that we had conducted a CPL's promotional examination on November 30, 2023. Mr. Lerma advised them that they had 24 individuals that participated with 18 getting passing scores. Mr. Lerma advised them that Police Officer Michael Rosales had submitted an appeal that we needed to hear. Mr. Lerma advised them the ground rules for the appeal and that everyone present had the same information to make a final determination. Mr. Rosales was allowed to present his appeal and after some discussion and the Commission going into executive session twice to confer with Mr. Flores, Mr. Garza made a motion to deny the appeal and accept the answer of the testing agency, to accept the scores as presented and to create an eligibility list for CPL. Mr. Davis seconded the motion. Motion was approved unanimously. The Commission and staff thanked all the officers for being present. The eligibility list would have 18 individuals with the following being the top 5:

1. Victor Arispe-90 raw score plus 6 seniority points-96
2. Elias Munoz-89 raw score plus 7 seniority points-96
3. Arturo Casanova-83 raw score plus 10 seniority points-93
4. Enrique Lopez-81 raw score plus 10 seniority points-91
5. Michael Rosales-81 raw score plus 10 seniority points-91

Approval of Mission Fire Department Examination Schedule for CPT

Mr. Lerma advised the Commission that DC Joel Dominguez retired and that created the position of DC and they were requesting and submitting the following schedule for approval:

1. Post Notice of Exam-December 13, 2023
2. 30-day Notice-February 1, 2024
3. Deadline to submit MOI-February 28, 2024
4. Date of Examination-March 14, 2024

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

Approval of Mission Fire Department Examination Schedule for DC

Mr. Lerma submitted the following resource list 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. Garza made a motion to approve the resource list as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

Pending Business

Mr. Lerma reminded all present of the upcoming training being held in Conroe on January 31 thru February 1, 2024.

Adjourn

Meeting was adjourned at 9:50 am



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Adrian Garcia, Fire Chief

AGENDA ITEM: Authorization to Solicit bids for Disaster Shelter Concrete Pad and Carport at the Parks and Recreation Building utilizing CDBG funds - Garcia

NATURE OF REQUEST:

Staff is seeking authorization to solicit bids for Disaster Shelter Concrete Pad and Carport at the Parks & Recreation building. The concrete pad/carport will be used to set-up portable shower/restroom trailer for use at the Warming Shelter for evacuees before, during and post disasters. Funding provided through the CARES ACT CDBG-CV to prevent, prepare for and respond to the COVID-19 Coronavirus pandemic.

BUGETED: Yes **FUND:** CDBG **ACCT. #:** 04-452-56401

BUDGET: \$43,938 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$ 43,938

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Resolution # _____ supporting the proposed Anacua Senior Village, Ltd. application to the Texas Department of Housing and Community Affairs - Carrillo

NATURE OF REQUEST:

Anacua Senior Village, Ltd, intends to submit an application to the Texas Department of Housing and Community Affairs for 2024 Competitive 9% Housing Tax Credits for Anacua Senior Village. This resolution confirms the city’s support of the proposed Anacua Senior Village application.

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
SUPPORTING THE PROPOSED ANACUA SENIOR VILLAGE LTD, APPLICATION #24137**

WHEREAS, MHA Anacua Senior Village, Ltd. has proposed a development for affordable rental housing at Highland Park Ave named Anacua Senior Village in the City of Mission; and

WHEREAS, MHA Anacua Senior Village, Ltd. has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2024 Competitive 9% Housing Tax Credits for Anacua Senior Village;

IT IS HEREBY RESOLVED, that the City of Mission, acting through its governing body, hereby confirms that it supports the proposed Anacua Senior Village, Application #24137, located at Highland Park Ave and that this formal action has been taken to put on record the opinion expressed by the City of Mission on February 12, 2024; and

NOW THEREFORE BE IT RESOLVED, that the City of Mission hereby commits to an in-kind contribution to the Development in the form of a loan, grant reduced fee, or other contribution for the benefit of the Development in the amount of \$500; and

BE IT FURTHER RESOLVED, that for and on behalf of the Governing Body Norie Gonzalez Garza, Mayor is hereby authorized, empowered, ad directed to certify this resolution to the Texas Department of Housing and Community Affairs.

PROCLAIMED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: February 12, 2024

PRESENTED BY: Anna Carrillo, City Secretary

AGENDA ITEM: Approval of Resolution # _____ amending Resolution 1878 Section 5 calling a General Election in Mission, Texas to be held on May 4, 2024 providing for polling places and other matters relating to said election. – Carrillo

NATURE OF REQUEST:

Early voting by personal appearance hours will be conducted from 7 a.m. to 7 p.m. Monday, April 22, 2024, thru Tuesday, April 30, 2024 – 7 a.m. 7 p.m. Polls will be close for voting on Sunday, April 28, 2024.

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. 1878

**APPROVAL OF RESOLUTION AMENDING RESOLUTION 1878
SECTION 5 CALLING A GENERAL ELECTION IN MISSION,
TEXAS TO BE HELD ON MAY 4, 2024; PROVIDING FOR POLLING
PLACES AND OTHER MATTERS RELATING TO SAID ELECTION.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
THAT RESOLUTION NO 1878 SECTION 5 BE ADMENDED TO READ AS FOLLOWS:

SECTION 5: Every qualified voter who desires to cast an early vote and expects to be absent on the day of said election, or is otherwise entitled to vote early under the provisions of the applicable statutes of the State of Texas, shall upon proper application be entitled to an official ballot and the right to cast such ballot in accordance with the early voting laws of the State of Texas, particularly Title 7, Texas Election Code.

Early voting by personal appearance will be conducted by the County of Hidalgo Elections Administrator.

Early Voting will be held at the following locations and times:

- Mission Parks & Recreation Conference Room, 721 N. Bryan Road
- Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road
 - Monday, April 22, 2024 – 7 a.m. – 7 p.m.
 - Tuesday, April 23, 2024 – 7 a.m. – 7 p.m.
 - Wednesday, April 24, 2024 – 7 a.m. – 7 p.m.
 - Thursday, April 25, 2024 – 7 a.m. – 7 p.m.
 - Friday, April 26, 2024 – 7 a.m. – 7 p.m.
 - Saturday, April 27, 2024 – 7 a.m. – 7 p.m.
 - Monday, April 29, 2024 – 7 a.m. – 7 p.m.
 - Tuesday, April 30, 2024 – 7 a.m. 7 p.m.

Applications for early ballots to be voted by mail shall be made to Early Voting Clerk, Hilda Salinas Elections Administrator, P.O. Box 659, 213 S. Closner, Edinburg, TX 78540-0659 or her designated assistant who shall conduct the early voting in said election in the manner prescribed by the applicable statutes of the State of Texas. The period for accepting applications for early ballots to be voted by mail for the General Election is hereby scheduled through April 23, 2024.

READ, CONSIDERED AND APPROVED by the City Council at a regular council meeting on the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Resolution # ____ to conduct joint elections with Mission Consolidated Independent School District in accordance with Texas Education Code Section 11.0581 - Carrillo

NATURE OF REQUEST:

Texas Education Code Section 11.0581 requires that School Districts conduct joint elections with the city located in the school district for their Board of Trustees Elections Section 11.0581 states that the voters of the joint election shall be served by a common place.

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. _____

Joint Election with Mission Consolidated Independent School District

WHEREAS, Sec. 11.0581 of the Texas Education Code requires school districts to hold their board of trustees elections on the same day and jointly with:

- 1. the election for the members of the governing body of a municipality located in the school district; or
- 2. the general election for state and county officers;

WHEREAS, the City of Mission ("City") and the Mission Consolidated Independent School District ("School District") anticipate holding an election on May 4, 2024;

WHEREAS, the City has expressed its willingness to hold its election jointly with the School District; and

WHEREAS, Section 11.0581(c) requires that the voters of a joint election held under Sec. 11.0581 of the Texas Education Code be served by common polling places consistent with Section 271.003(b) of the Election Code;

NOW THEREFORE, BE IT RESOLVED:

THAT the City agrees to hold its May 4, 2024 elections jointly with the School District.

THAT Mission High School and Parks and Recreation Building shall serve as the election-day common polling locations for the District's joint election with the City.

APPROVED AND ADOPTED on February 12, 2024.

City of Mission

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Resolution # ____ to conduct joint elections with Sharyland Independent School District in accordance with Texas Education Code Section 11.0581 - Carrillo

NATURE OF REQUEST:

Texas Education Code Section 11.0581 requires that School Districts conduct joint elections with the city located in the school district for their Board of Trustees Elections Section 11.0581 states that the voters of the joint election shall be served by a common place.

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. _____

Joint Election with Sharyland Independent School District

WHEREAS, Sec. 11.0581 of the Texas Education Code requires school districts to hold their board of trustees elections on the same day and jointly with:

- 1. the election for the members of the governing body of a municipality located in the school district; or
- 2. the general election for state and county officers;

WHEREAS, the City of Mission (“City”) and the Sharyland Independent School District (“School District”) anticipate holding an election on May 4, 2024;

WHEREAS, the City has expressed its willingness to hold its election jointly with the School District; and

WHEREAS, Section 11.0581(c) requires that the voters of a joint election held under Sec. 11.0581 of the Texas Education Code be served by common polling places consistent with Section 271.003(b) of the Election Code;

NOW THEREFORE, BE IT RESOLVED:

THAT the City agrees to hold its May 4, 2024 elections jointly with the School District.

THAT Boys & Girls Club Gym at Bannworth Park shall serve as the election-day common polling locations for the District’s joint election with the City.

APPROVED AND ADOPTED on February 12, 2024.

City of Mission

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: February 12, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Request by County of Hidalgo Elections Department to use Central Fire Station for the 2024 Elections in the event of an emergency and on November 5, 2024–Carrillo

NATURE OF REQUEST:

The County Elections Department is requesting the use of Central Fire Station for the 2024 Election Cycle in the event of an emergency and on November 5, 2024 for the General Election.

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 _____



Via facsimile

ELECTIONS DEPARTMENT

County of Hidalgo

2024 Election Cycle

Early Voting and Election Day Request(s)



Item 17.

January 12, 2024

To: Anna Carrillo, City Secretary City of Mission
1201 E. 8th St, Mission, TX

Via: acarrillo@missiontexas.us

RE: 2024 Election Cycle Polling Locations for Early Voting and/or Election Day

Dear Ms. Carrillo,

We are requesting the use of your facility(s) as an Early Voting and/or Election Day polling location(s) for the upcoming 2024 Election Cycle. Please review the dates below and add to your calendar. **For the Primary, Primary Runoff, and the May Local Entities/ Runoff Elections, your facility will be considered as an alternate location in the event of an emergency.** Please note that your location will not be required during the Local Entities Election(s) if your entity is not on the ballot or requested by another entity. Additional note, due to HB 357, the Runoff Dates have been confirmed by the Texas Secretary of State as the election approaches. They are as follows.

Reminder emails will be sent once the election approaches, but if you have any questions or concerns, please feel free to reach out at any time.

Upcoming 2024 Elections

Election	Early Voting	Election Day
Primary Election	Feb. 20, 2024 – Mar. 1, 2024	Tuesday, March 5, 2024
May Local Entities Elections	Apr. 22, 2024 – Apr. 30, 2024	Saturday, May 4, 2024
Primary Runoff Election	May 20, 2024 – May 24, 2024	Tuesday, May 28, 2024
May Local Entities Runoff Elections	June 3, 2024 – June 11, 2024	Saturday, June 15, 2024
General Election	Oct. 23, 2024 – Nov. 3, 2024	Tuesday, November 5, 2024
General Runoff (Local Entities ONLY)	Dec. 2, 2024 – Dec. 10, 2024	Saturday, December 14, 2024

Please complete the separate request form and return by fax, or email by **February 9, 2024**. I know this may require approval from your board, so if you could provide an email response confirming the use of the location(s), that will allow us to continue with our preparations for the November General Election.

We truly appreciate you and the partnership we have in providing great polling locations to the voters of Hidalgo County. If you have any questions, please do not hesitate to contact me.

Sincerely,

Eberto A. Gauna

Division Manager II

Office: (956)318-2570 ext. 5730

Fax: (956) 393-2039

Email: eberto.gauna@co.hidalgo.tx.us

Visit our website <https://www.hidalgocounty.us/105/Elections-Department>

Register & Vote!



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Adrian Garcia, Fire Chief

AGENDA ITEM: Authorization to terminate contract between City of Mission Fire Department and EMS Consultant Armando Martinez – A. Garcia

NATURE OF REQUEST:

The Mission Fire Department is requesting authorization to terminate the current contract between the City of Mission Fire Department and EMS Consultant, Armando Martinez effective February 29, 2024.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Texas Department of State Health Services

EMERGENCY MEDICAL SERVICE PROVIDER LICENSE ADMINISTRATOR OF RECORD INITIAL INFORMATION REVISED: 2/16/2018

Submit the completed form to the appropriate address and with the appropriate cover sheet, posted at http://www.dshs.state.tx.us/emstraumasystems/provfro.shtm

Fax Number: 512-834-6714 Email: EMSProviderFRO@dshs.texas.gov

This form will provide information about the Administrator of Record (AOR) for an EMS Provider or Applicant for an EMS Provider license. In order to complete the Administrator of Record process the individual must complete the Texas Fingerprint Service Code Form for the Department of Public Safety's fingerprint based background check process in order for the Department to receive your criminal background check. In addition, you may be required to submit certified copies of court documents.

TYPE OR PRINT LEGIBLY IN BLACK INK

Section 1 - Administrator Information

Form with fields for Name, Mailing Address, City, County, State, Zip, Telephone, Fax, 24/7 Contact Number, Email Address, Date of Birth, Social Security Number, and EMS Personnel ID.

* Disclosure of your social security number is mandatory under Family Code, Chapter 231.302(c)(1).

Section 2- Fingerprint/Background Check

Please DO NOT complete the fingerprint/background check process if you have completed this process in the last 5 years for EMS Certification & Licensing and/or EMS Compliance.

- Checkboxes for: AOR for government entity; I previously completed the fingerprint/background check process; I will complete the fingerprint/background check process by date.

Link to background check process: http://www.dshs.texas.gov/emstraumasystems/EMS/pdf/DPS-CHRI).pdf

Section 3 – Criminal/Disciplinary History

You must answer each question below. Failure to report any limitation, suspension and revocation of a license and/or any conviction(s) and/or deferred adjudication and/or disciplinary action information may result in disciplinary action and/or denial of your agency's Texas EMS Provider License.

Have you ever:

- A. Been convicted of a misdemeanor?
Yes No
- B. Been convicted of a felony?
Yes No
- C. Received a deferred adjudication?
Yes No
- D. Received a pretrial diversion?
Yes No
- E. Received a deferred disposition?
Yes No
- F. Been placed on community supervision or court-ordered probation?
Yes No
- G. Been sentenced to serve jail or prison time or court-ordered confinement?
Yes No
- H. Been criminally charged or have any pending criminal charges?
Yes No
- I. Been or are currently the target or subject of a grand jury or governmental agency investigation?
Yes No
- J. Been excluded from participation with Medicare and/or Medicaid?
Yes No
- K. Been convicted of Medicare and/or Medicaid fraud?
Yes No
- L. Been subject of a court-martial or received any form of other military judgment, punishment or action?
Yes No
- M. Had any licensing/certification authority refuse to issue you a license or certification in Texas or another State?
Yes No
- N. Had any licensing/certification authority in Texas or another State revoke, annul, cancel, suspend, place on probation, refuse to renew, accept a surrender of a license or certificate held by you?
Yes No
- O. Had any licensing authority in Texas or another State fine, censure, and reprimand or otherwise discipline you?
Yes No

Please use the attached Criminal Offense/Criminal Conduct Explanation Form if you answered "YES" to any of the above questions.

Name: Christopher Navarrete

Page 3 of 4

Section 4 License

Must Choose One Answer. Do not list the EMS Provider License information in this section.

1. I hold a Texas EMS Personnel certification and/or license? (Must be EMT or Higher)

Level: Paramedic License #: 153900 Expiration Date: 3/31/2027

2. I hold a health care professional license issued by the state of Texas with a direct relationship to emergency medical services; or

License #: Expiration Date:

Type:

3. Exempt - I have read the EMS rules at 25 TAC CH. 157.11(b)(F)(i-vii), I am exempt from section (ii) and (iv) because I have at least eight years of experience providing emergency medical services and the EMS Provider held the license on September 1, 2013.

Please submit a signed and dated affidavit with dates and a detailed description of your EMS experience along with the name of the EMS provider service(s) and contact information for each EMS provider service.

Section 5 - EMS Provider Information

City of Mission 1001062

Name of Legal Entity holding EMS Provider License License #

City of Mission Fire Department EMS

Doing Business As Name if applicable (Assumed Name)

415 W Tom Landry Mission Tx 78572

Mailing Address City State Zip

(956) 580-8705 (956) 580-8712

Business Telephone (Include Area Code) Business Fax (Include Area Code)

Signature of CEO/Owner Adrian L. Garcia Printed Name of CEO/Owner

12/11/23 Date of Signature

Name: Christopher Navarrete Page 4 of 4

Section 6 - Course or Continuing Education

- I completed an Administrator of Record Course, the course completion certificate is attached.
- I understand that I must complete 8 hours of continuing education designed for administrator of record annually. (Government Entity AOR's are Exempt)


Section 7 - Attestation

I attest that I am AOR for only one for profit EMS Provider and I am not employed or receive compensation from another for profit EMS Provider. (Texas Health and Safety Code Section§ 773.05712 (1) The administrator of record is not employed or otherwise compensated by another private for-profit EMS provider.)

Are you an AOR for a government entity or non-profit EMS Provider? YES NO

I attest that the statements provided are true in every respect. I understand that no one else may submit this document on my behalf and that I am accountable and responsible for the accuracy of any answer or statement made on this document or supplemental documents. Further, I understand that it is a violation of Title 25 of the Texas Administrative Code Chapter 157 and the Texas Penal Code to submit a false statement to the Department. I consent to the release of confidential information to the Department and further authorize the Department to use and to release said information as needed for the evaluation and disposition of my eligibility. I will inform the Department of State Health Services of any changes to my disciplinary or criminal history to include, but not limited to, any new arrests, criminal charges or indictments, criminal investigations, motions to revoke probation/supervision that occur after the submission of this document. I hereby affirm and declare that all information submitted on this form and attached supplemental documents are true and correct. It is understood that any false information given or misrepresentation made in this document or other requested documents may result in revocation or denial of a license.

I have read, understand, and agree to abide by Chapter 773 of the Texas Health and Safety Code and Title 25 of the Texas Administrative Code, Chapter 157.

Signature:  Date: 12/01/2023

Print Name: Christopher Navarrete Date: 12/01/2023

Privacy Notification: With a few exceptions, you have the right to request and be informed about information the State of Texas collect about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect. See <http://www.dshs.state.tx.us> for more information on Privacy Notification. (Reference: Government Code, Section 552.021, 552.023 and 559.004)

Certificate of Completion

This certifies that

Christopher Navarrete
has completed 8 hours of

Administrator of Record (Initial Course)

on

October 2, 2023

Fred Ortiz

Sigifredo Ortiz, SAO Solutions

Certificate ID

hIWW7uoMpE

CE #600547

Verify Certificate
verify@saosolutions.net

SAO Solutions
Consulting, Development, Innovation
info@saosolutions.net



TEXAS
Health and Human
Services

**Texas Department of State
Health Services**



CHRISTOPHER NAVARRETE

Emergency Medical Technician Paramedic

**ID Number: 153900
Expiration Date: March 31, 2027
Issue Date: March 07, 2023**

297879



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Authorization to enter an agreement between the Texas Department of Public Safety and the City of Mission Police Department, in reference to the Texas Gang Intelligence Index – Torres

NATURE OF REQUEST:

The Mission Police Department is requesting authorization to enter an agreement with the Texas Department of Public Safety, for the purpose of the Mission Police Department sharing gang intelligence via the Texas Gang Intelligence Index. This agreement will be in effect upon approval and will remain in effect until the next renewal.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

TEXAS GANG INTELLIGENCE INDEX (TXGANG) USER AGREEMENT

This agreement is made and entered into between the Texas Department of Public Safety (DPS), which is responsible for the maintenance of the Texas Gang Intelligence Index (TxGang), and the

Mission Police Dept. hereinafter referred to as the Participating Agency.

The DPS has established and maintains a statewide gang intelligence index, TXGANG, for the purpose of facilitating the investigation, prosecution, and/or punishment of criminal offenses relating to a criminal street gang. The Participating Agency entering into this User Agreement has read and fully understands the responsibilities of being a participating agency in TXGANG. The DPS reserves the right to suspend or terminate the use of TXGANG by any Participating Agency for any breach of the User Agreement.

The Participating Agency agrees to:

1. If applicable, comply with the Department of Justice Criminal Intelligence Systems Operating Policies 28 Code of Federal Regulations Part 23, Chapter 67 of the Texas Code of Criminal Procedure and the TXGANG Operating Policies and Procedures in regards to, but not limited to, submission, query, dissemination, and retention of records, training, and terminal and data security.
2. Establish a written policy applicable to the participating agency on TXGANG issues such as, record submission, removal, quality control, validation, dissemination, and system security.
3. Refrain from using information obtained from TXGANG to populate another intelligence or searchable database.
4. Ensure that all users that are provided access within the agency are authorized users, properly trained, and using appropriate electronic transmission.
5. Maintain a list of all authorized users and provide the list to the Administrator of TXGANG.
6. Maintain supporting documentation on submissions for as long as record remains in TXGANG.
7. Be responsible for the quality of the information submitted and for modifying or deleting a record if necessary.
8. Notify DPS immediately and execute a new User agreement upon a change in the chief executive officer or head of the Participating Agency.

Participating Agency acknowledges and agrees that all submissions of criminal intelligence information on individuals and organizations submitted to TXGANG are the property and responsibility of the submitting agency, not DPS. Participating agency acknowledges it has a duty to adhere to, if applicable, 28 CFR Part 23 and Chapter 67 of the Code of Criminal Procedure requirements including proper ID criteria for a gang member, proper criminal predicate for the gang, lawful acquisition of the information being submitted, effective control of dissemination only on a right and need to know basis and

maintaining proper records for each dissemination. TO THE EXTENT AUTHORIZED BY LAW, PARTICIPATING AGENCY SHALL INDEMNIFY AND DEFEND DPS FROM ALL DAMAGES ARISING OUT OF PARTICIPATING AGENCY'S PERFORMANCE UNDER THIS AGREEMENT CAUSED BY (1) ANY NEGLIGENT ACT OR OMISSION OR (2) WILLFUL MISCONDUCT OF PARTICIPATING AGENCY, ITS EMPLOYEES OR ANYONE FOR WHOSE ACTS PARTICIPATING AGENCY MAY BE LIABLE.

This agreement may be terminated by either the agency head or DPS at any time after providing 30 days written notice to the other party. Any changes to this agreement must be in writing and be mutually agreed upon by all parties.

This TxGang User Agreement will become effective on _____ . (Date to be completed by DPS).

IN WITNESS WHEREOF, the parties hereto caused this TxGang User Agreement to be executed by the proper officers and officials:

PARTICIPATING AGENCY

PARTICIPATING AGENCY REPRESENTATIVES

Printed Name of Agency Head or Designee

* _____
Printed Name of Participating Agency
Primary Representative

Signature

* _____
Signature

Title

Date

Teodoro Rodriguez

Printed Name of Participating Agency
Alternative Representative

ORI

[Signature]

Signature

1200 E 8th St. Mission, Texas 78572
Agency Address/City/Zip Code

TEXAS DEPARTMENT OF PUBLIC SAFETY

Michelle Farris

Printed Name

[Signature]

Chief

Title

Date

TXGANG SAMPLE GUIDELINES

Attached are sample TXGANG Guidelines that can be used as an outline by agencies in preparing their own TCIC/NCIC procedures manual. The TXGANG Manual and policies and procedures will provide your agency with a thorough explanation of each section in these guidelines. These guidelines are just a sample and must be adapted to fit the unique procedures of any agency choosing to use them. Agency guidelines must be placed on agency letterhead and the “sample” verbiage removed.

GENERAL

1. DPS operates TXGANG in accordance with the provision of CCP Ch. 67. CCP Ch. 67 requires that, if a law enforcement agency maintains criminal street gang information in a local or regional database, the agency must submit the information to TXGANG.
2. Each agency must ensure a current Texas Gang Intelligence Index (TXGANG) User Agreement is in place. TCIC auditors will require a copy of the agreement during an audit.
3. The agency administrator must ensure that individual user agreements for TXGANG access are current and accessible. Users must be disabled when access is no longer required.
4. Notify DPS immediately and execute a new User Agreement upon a change in the chief executive officer or head of agency.
5. All problems relating to TXGANG will be forwarded to the agency administrator for resolution.

TRAINING

1. Requires Title 28 Code of Federal Regulations training for **ALL** who input or retrieves info every 2 years. (A link to online CFR training is provided on the TXGANG website).
2. DPS will provide initial system training for TXGANG in addition to CFR training. DPS will facilitate training and provide technical updates, develop, update and provide access to TXGANG training materials.

SECURITY

1. Agency shall comply with the security provisions of the Criminal Justice Information Services Security Policy (CJIS).
2. Agency shall ensure reasonable security of: physical security, including a secure area for placement of each item of TXGANG:
 - a. equipment to preclude physical access by other than authorized personnel and to control visitor access;
 - b. operational security, including TXGANG equipment operated to preclude system access by other than authorized personnel or for other than authorized purposes and to change system access.
 - c. Identifiers for terminated or reassigned personnel; and
 - d. personnel security, including access allowed only to:
 - (1) Law enforcement or criminal justice personnel; or
 - (2) Technical or maintenance personnel who have been subject to character or security clearance.
3. DPS may monitor the use of TXGANG by an agency through its User Agreement.
4. Compromising a user ID or password is a serious violation of system security.

AUDIT

1. Each Participating Agency is subject to a regular, triennial TCIC audit by a DPS representative. DPS may inquire into a demonstrated failure to comply with these policies and procedures.
3. A routine TCIC audit under these policies and procedures is an on-site:
 - a) comparison of a random sampling of one or more TXGANG records submitted by the agency against its supporting documentation to ensure record and information quality; and
 - b) review of system security measures and training records.
4. A Participating Agency will cooperate with each record review or audit of a TXGANG record.

SANCTIONS

1. If a Participating Agency materially violates any term of its User Agreement or these policies and procedures, the agency risks suspension of its access to TXGANG.
2. A suspension may occur immediately and without prior notice. Suspension may be followed by termination if deemed necessary by the Administrator.
3. The Administrator shall send to the Participating Agency a notice describing:
 - a. the date the DPS has suspended or proposes to terminate service; and
 - b. the alleged violation of the User Agreement.

TXGANG SYSTEM OPERATION

1. The Agency Administrator will be responsible for approving new users. After receiving FORM CSR-25G, the DPS will provide a user ID and password necessary for the new user to access the system through an authorized computer terminal. Passwords expire every 60 days. The authorized user must then create a new password.
2. The Agency Administrator must notify DPS when a user is terminated or reassigned and is, therefore, no longer eligible to continue as an authorized user.
3. Agency head and authorized users shall comply with DPS QC, Inspection, audit and validation procedures. Agency shall purchase, install, connect, configure and maintain equipment and software that it reasonably deems necessary for effective access to TXGANG; and is compatible with DPS specifications.
4. The agency head must ensure that each user with *direct access* to TXGANG is authorized, properly trained and using an appropriate electronic transmission. Agency head shall maintain an on-site list of current authorized users and submit the list to DPS.
5. Agency head shall designate at least one individual to serve as an authorized user and the agency's Primary Representative. Agency head must also designate one alternate representative. The agency head may self-designate as a primary, alternative or authorized user. Agency head may designate additional authorized users for the agencies and limit the

type of access allowed by the agency to certain individual users, including query-only access.

6. The Primary representative ensures compliance with policies and procedures and submits each required report or documentation. The Primary representative serves as first-level contact for DPS on TXGANG matters, audits and first-level support for questions from authorized users applications and equipment.
7. The Primary representative shall be the coordinator for TXGANG training within the agency.
8. Authorized Users-may query through direct access to TXGANG. Designated users must be qualified, trained and authorized under these policies and procedures and must be assigned to a clerical, administrative, technical, system maintenance or other support position under the administrative control of the agency; or regularly assigned to a unit that regularly investigates gang activity.
9. Un-authorized individuals may seek indirect access by making a personal telephone, electronic or other query of TXGANG through DPS or a participating agency **AND** demonstrating the individual's right and need to know.

DISSEMINATION

1. Agency must ensure that TXGANG records directly disseminated to authorized users include safeguards including a special user ID and initial password.
2. Agency shall only disseminate a record to a participating agency through a proper query by an authorized user from an authorized computer terminal.
3. All information maintained in the record will be released to an authorized user who makes a proper query, without any special restriction on its dissemination beyond the general requirements of 28 CFR.
4. TXGang creates an audit trail when it disseminates a TXGANG record, including the following information: the date and time of the query or other related transaction, the name of the individual requestor and the name of the agency requesting the record.
5. Agency shall create a dissemination log when the agency disseminates a TXGANG record. The log must comply with the principles of 28 CFR; and be

maintained for as long as the information supports a current TXGANG record.

6. Agency will permit indirect access to a TXGANG record by dissemination typically through a personal intervention; and using a communications network only if the network involves an encrypted radio broadcast or other reasonably secure transmission method, except in the case of an emergency, when necessary to avoid imminent danger to life or property.
7. DPS will normally oppose a public information (open records) request for a TXGANG record based on CCP Ch. 67, the law enforcement exception, or another appropriate ground.

DATA ENTRY & QUALITY CONTROL

1. Agency must meet the entry criteria requirements to make an entry into TXGANG. Criminal Intelligence Information including facts, material, photographs or data must be evaluated to determine that it is relevant to the identification of an individual as a member of an organization for which a proper criminal predicate exists. (Gang and individual criteria listed in the handbook.)
2. Agency must determine Criminal Predicate exists based on articulable information and sufficient facts to give a trained criminal justice officer, investigator or employee reasonable suspicion to believe that a particular criminal street gang organization is or may be involved in definable criminal activity or enterprise.
3. Agency must ensure the quality of each record submitted to TXGANG as well as the quality of the information supporting that record.
4. Agency must maintain all supporting documentation for as long as the record is in TXGANG; or a legal challenge to the record is pending.
5. The entering agency is solely responsible for the quality of the information stored in a TXGANG record; and modifying or deleting a record if agency receives an order of expunction or if agency discovers it to be misleading, inaccurate, outdated or otherwise no longer relevant.
6. Agency at any time before the expiration of a TXGANG records current retention period may modify or delete a TXGANG record.
7. No one may submit or modify a TXGANG record unless a Participating Agency head has properly designated the individual as an authorized user on behalf of the agency.

8. If the agency knows it has new information supplementing one of its current TXGANG records, the agency must submit the information as a modification of its original record and may not create a second original record, unless the former record was juvenile and the proposed second record will be adult.
9. A Participating Agency that is subject to mandatory CCP Ch. 67 participation, must submit its information as a TXGANG record, even if the agency knows another Participating Agency has already established a TXGANG record on the same subject.
10. TXGANG prohibits a duplicate record on a single individual juvenile from a single Participating Agency; and adult from a single Participating Agency.
11. DPS does not prohibit duplicate TXGANG records from two or more agencies on the same gang member. A Participating Agency that is subject to mandatory CCP Ch. 67 participation, must submit its information as a TXGANG record, even if the agency knows another Participating Agency has already established a TXGANG record on the same subject.
12. When a TXGANG record is created based on certain alleged conduct of an individual, TXGang determines the individual's status as an adult or juvenile using the individual's age on the date of the conduct. TXGANG uses age on the date of the custody, not the date of submission, to determine the individual's status as a juvenile.
13. TXDPS uploads and updates each of the more than 48,000 unique TXGANG gang member records to the NCIC database. This creates an active NCIC Gang Member record and results in increased officer safety and situational awareness in the field. The data sent is *only* generated as an NCIC return in response to a Wanted Person inquiry, and is not available to search via TLETS as a gang investigative tool. However, investigative access remains available through the TXGANG database. All gang updates to the NCIC file are made via TXGANG – local law enforcement does not have to do additional entry once the records are entered into TXGANG. The NCIC Gang file and TXGANG have different criteria for entry, so not all records entered into TXGANG will be uploaded into NCIC.

RECORD VALIDATION

1. Agency record validation ensures that a TXGANG record continues to comply with both 28 CFR and the removal process described in CCP Ch. 67 (SB 418).
2. The DPS will only accept validation from the agency originally submitting the record.
3. At any time before the expiration of a TXGANG record's current retention period, a Participating Agency may validate the TXGANG record.
4. Validation should consist of reviewing of all documents, photographs, court documents, etc., to determine its relevance and validity. Review any supplemental information and verify retention.
5. Validation may include information asserting that an individual adult or juvenile gang member is not subject to removal under CCP Ch. 67 because the retention period contained one or more stated periods of time that should not be counted, including certain confinement or commitment; the adult subject of the file was arrested for criminal activity reported to DPS under Chapter 60, Code of Criminal Procedure; or the juvenile subject of the file was arrested for criminal activity reported to DPS under Chapter 60, Code of Criminal Procedure; or taken into custody for delinquent conduct reported to DPS under Chapter 58, Family Code.

RETENTION

1. The DPS will automatically remove from TXGANG any record that has passed its retention period without being validated under these policies and procedures. If an agency desires that the record be retained, it must validate it under the retention requirements of these policies and procedures.
2. When calculating the expiration of a retention period under CCP Ch. 67 (SB 418), TXGANG will not count any time period while the subject individual is confined in the institutional or state jail division of TDCJ; or committed to TYC for felony delinquent conduct; or confined in a county jail after conviction.
3. When calculating the expiration of a retention period, TXGANG will count any time period while the subject individual is under arrest or in custody of a peace officer; confined in a city jail, county jail, or other penal institution for pre-trial detention; or subject to probation or other form of community supervision.

4. The initial retention period for a record is five years after voluntary submission of a criminal street gang record not otherwise subject to CCP Ch. 67; three years after mandatory submission under CCP Ch. 67 of a record concerning an individual adult gang member; and two years after mandatory submission under CCP Ch. 67 of a record concerning an individual juvenile gang member.
5. The initial retention period for a TXGANG record is extended for a like period (five, three, or two years, respectively) after the date the information is validated under the retention requirements of these policies and procedures. A record's retention period is calculated from the later date of its original submission or its subsequent validation.
6. If a validation under CCP Ch. 67 is based on the individual being arrested or taken into custody, TXGANG uses the date of the arrest or custody, not the date of submission, to calculate any extension of the initial retention period. If a TXGANG record is later modified, TXGANG uses the initial date of the original record, not the date of modification, to calculate its initial retention period.
7. TXGANG will remove a record if the DPS receives an appropriate court order; determines the record to be misleading, inaccurate, outdated, or otherwise no longer relevant; or determines the submitting agency has failed or refused to provide adequate documentation of any material information supporting the record.

USE OF CHRI (CRIMINAL HISTORY RECORD INFORMATION)

1. TXGANG provides a live display of the gang member's rap sheet, based on the Texas SID provided and connecting directly to the Texas Computerized Criminal History files. Criminal history information obtained from the Texas CCH is confidential and subject to restrictions on the use and dissemination. Texas Government Code 411.085 provides the penalties for misuse of criminal history record information.
2. Additionally, the ultimate sanction available to TCIC management for enforcement of system policy is to discontinue system access to NCIC and TCIC criminal history record information.

STORAGE AND DESTRUCTION OF CHRI

1. When CHRI is stored, agencies shall establish appropriate administrative, technical and physical safeguards to ensure the security and confidentiality of the information. These records shall be stored for extended periods only when they are key elements for the integrity and/or utility of case files and/or criminal record files.
2. CHRI shall be securely disposed of when no longer required, using formal procedures. Formal procedures for the secure disposal or destruction of physical media shall minimize the risk of sensitive information compromise by unauthorized individuals. Physical media shall be destroyed by shredding or incineration. Agencies shall ensure the disposal or destruction is witnessed or carried out by authorized personnel.

DISPOSAL OF ALL MEDIA

1. The agency shall sanitize, that is, overwrite at least three times or degauss digital media prior to disposal or release for reuse by unauthorized individuals. Inoperable digital media shall be destroyed (cut up, shredded, etc.). The agency shall maintain written documentation of the steps taken to sanitize or destroy electronic media. Agencies shall ensure the sanitization or destruction is witnessed or carried out by authorized personnel. (CJIS Security Policy 5.7 - 5.8.3 Digital Media Sanitization and Disposal)
2. Physical media shall be securely disposed of when no longer required, using formal procedures. Formal procedures for the secure disposal or destruction of physical media shall minimize the risk of sensitive information compromise by unauthorized individuals. Physical media shall be destroyed by shredding or incineration. Agencies shall ensure the disposal or destruction is witnessed or carried out by authorized personnel. (CJIS Security Policy 5.7 – 5.5.8.4 Disposal of Physical Media)



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Brad Bentsen, Director Parks and Recreation
AGENDA ITEM: Authorization to Solicit Bids for Construction of Restrooms - Bentsen

Authorization to Solicit for Bids for the Construction of Restrooms at Astroland, CWV and Oblate Parks.

BUGETED: Yes **FUND:** Park Dedication **ACCT. #:** 23-452-74940

BUDGET: \$42,000 **EST. COST:** \$45,000.00 **CURRENT BUDGET BALANCE:** \$42,000

BID AMOUNT: _____

BUGETED: Yes **FUND:** Park Dedication **ACCT. #:** 27-454-74940

BUDGET: \$147,515 **EST. COST:** \$90,000.00 **CURRENT BUDGET BALANCE:** \$147,515

BID AMOUNT:

BID AMOUNT:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

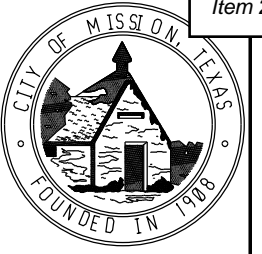
DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

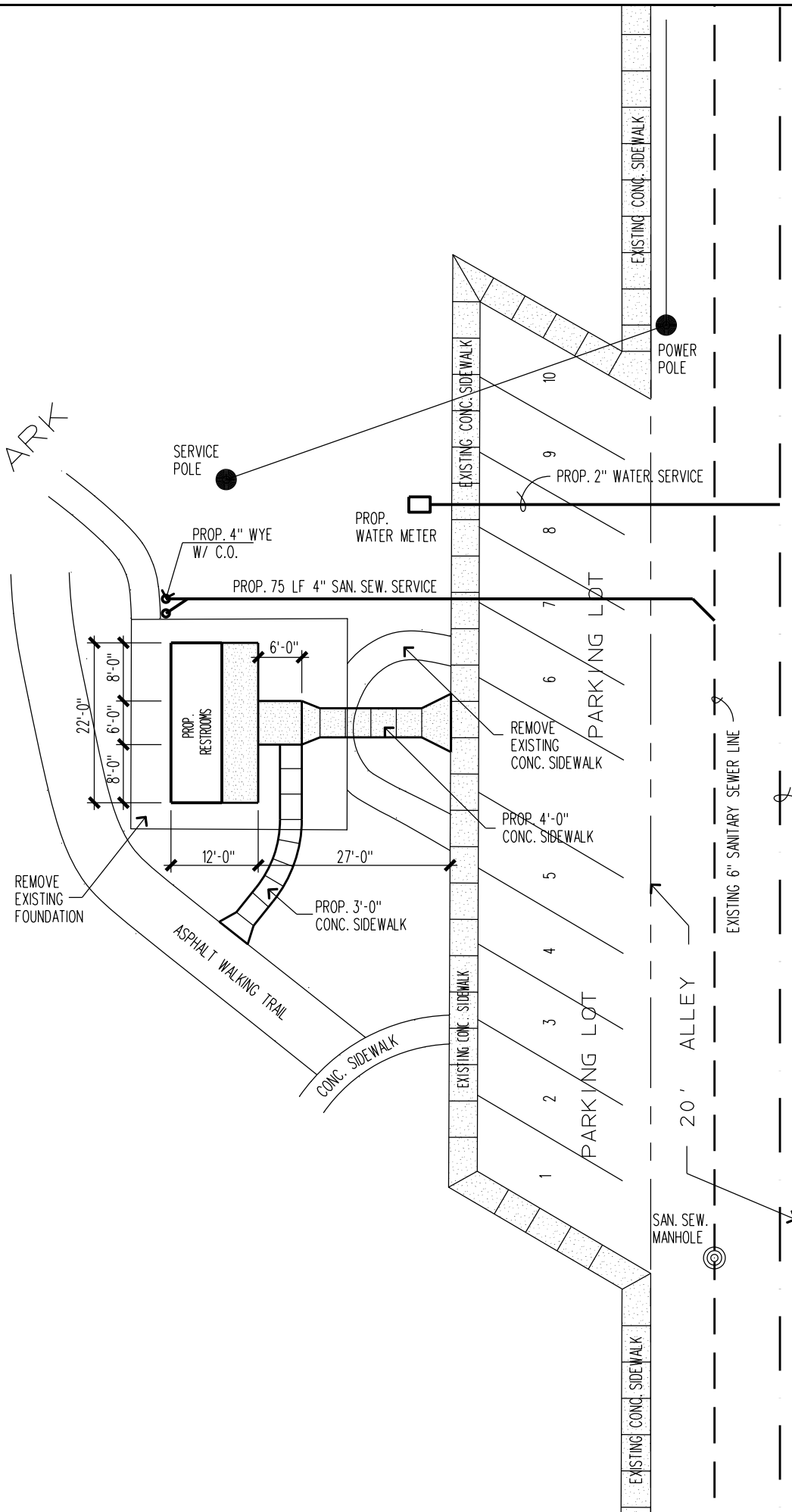
_____ DISSENTING _____



CITY OF MISSION

ASTROLAND PARK PROPOSED RESTROOM CITY OF MISSION

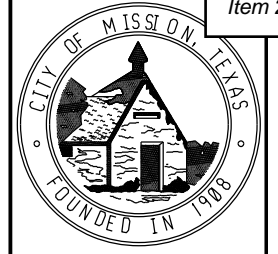
ASTROLAND PARK



ASTROLAND PARK SITE PLAN

SCALE 1" = 20'

Project Name:	
ASTROLAND PARK PROPOSED RESTROOM CITY OF MISSION	
Date:	07-20-22
Project No:	014-22
Sheet Number:	



CITY OF MISSION

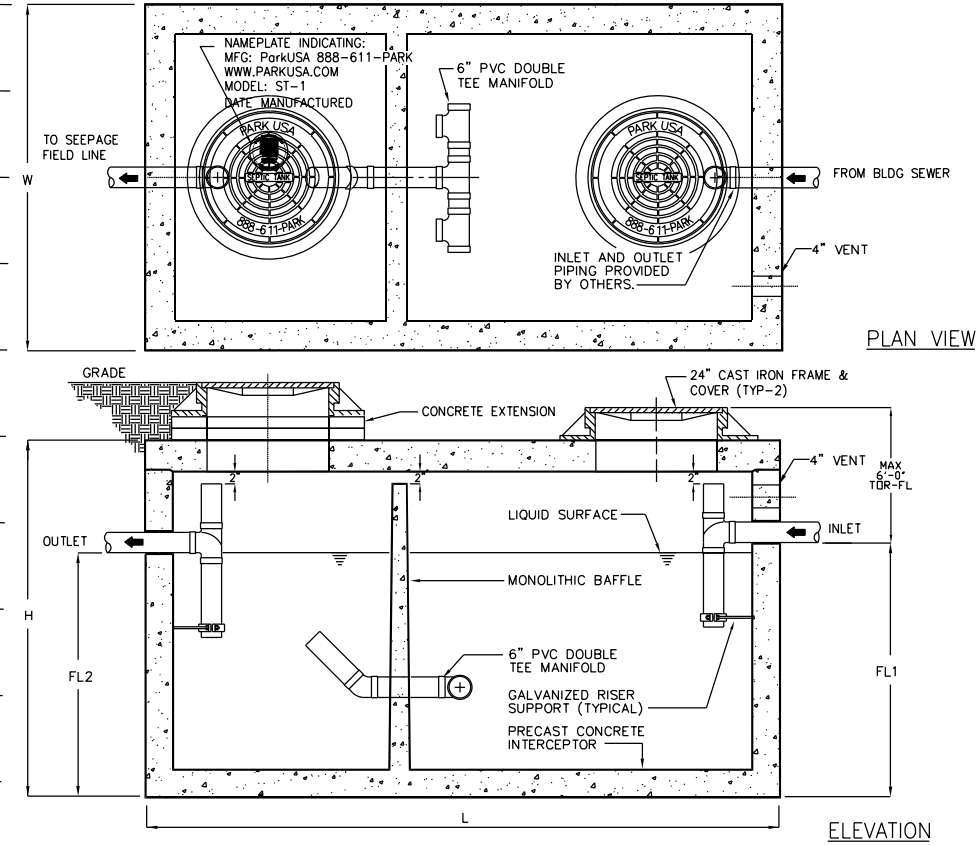
OBLATE PARK PROPOSED RESTROOM CITY OF MISSION

Project Name:
OBLATE PARK
PROPOSED RESTROOM
CITY OF MISSION

Date: 07-20-22

Project No: 013-22

Sheet Number:



TYPICAL APPLICATIONS INCLUDE COMMERCIAL AND INDUSTRIAL SEPTIC SYSTEMS WHERE A SEPTIC TANK AND SEEPAGE FIELD IS UTILIZED FOR THE SEWER SYSTEM. THE SEPTIC TANK IS GENERALLY BURIED BELOW GRADE FOR GRAVITY FLOW SEWER SYSTEMS.

SPECIFICATIONS

CONCRETE : CLASS 1/II CONCRETE WITH DESIGN STRENGTH OF 4500 PSI AT 28 DAYS. UNIT IS OF MONOLITHIC CONSTRUCTION AT FLOOR, FIRST STAGE OF WALL AND BAFFLE WITH SECTIONAL RISER TO REQUIRED DEPTH. (MONOLITHIC BAFFLE REQUIRED, SLIDE-IN TYPE IS NOT ACCEPTABLE)

REINFORCEMENT: GRADE 60 REINFORCED WITH STEEL REBAR CONFORMING TO ASTM A615 ON REQUIRED CENTERS OR EQUAL.

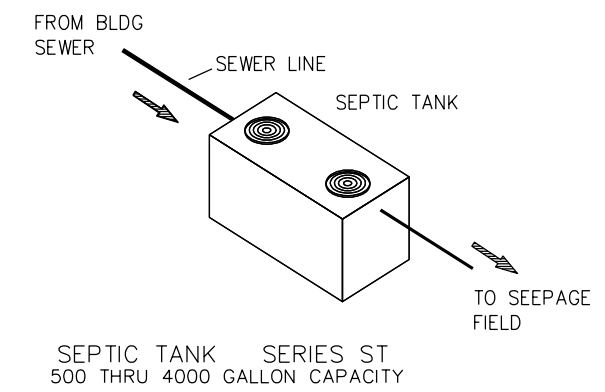
C.I. CASTINGS: MANHOLE, FRAMES, COVERS OR GRATES ARE MANUFACTURED OF GREY CAST IRON CONFORMING TO ASTM A48-76 CLASS 30. MANHOLE SHALL BE NOMINAL 24 INCH DIAMETER AND BE TRAFFIC DUTY.

SEPTIC TANK SCHEDULE							
MODEL NO.	CAPACITY USGal	EMPTY WT (LBS)	LENGTH L	WIDTH W	HEIGHT H	INLET FL1	OUTLET FL2
ST-500	500	9,500	7'-10"	4'-4"	4'-6"	3'-3"	3'-0"
ST-750	750	9,900	7'-10"	4'-4"	6'-0"	4'-5"	4'-2"
ST-1000	1,000	13,350	8'-8"	5'-0"	6'-0"	4'-9"	4'-6"
ST-1250	1,250	14,650	9'-2"	5'-8"	6'-0"	4'-9"	4'-6"
ST-1500	1,500	16,050	9'-2"	5'-8"	7'-0"	5'-9"	5'-6"
ST-2000	2,000	21,250	9'-0"	6'-0"	8'-0"	6'-9"	6'-6"
ST-2200	2,200	21,250	13'-0"	7'-0"	6'-0"	4'-9"	4'-6"
ST-2500	2,500	27,050	13'-0"	7'-0"	7'-0"	5'-9"	5'-6"
ST-3000	3,000	33,150	13'-0"	7'-0"	8'-0"	6'-9"	6'-6"
ST-3500	3,500	38,550	13'-0"	7'-0"	8'-6"	7'-3"	7'-0"
ST-4000	4,000	38,100	16'-0"	8'-6"	7'-0"	5'-9"	5'-6"

OTHER SIZES ARE AVAILABLE. CONTACT US FOR MORE INFORMATION

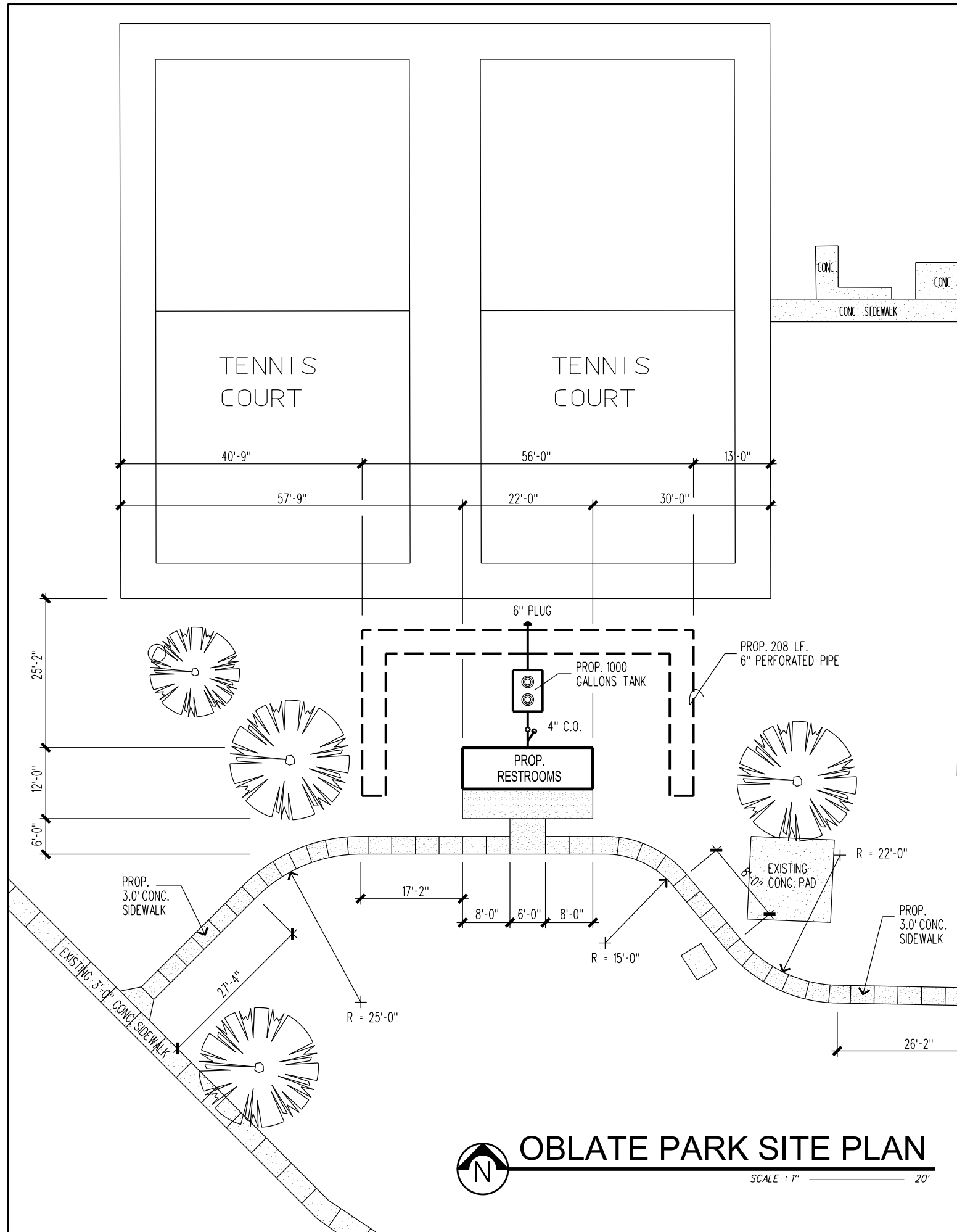
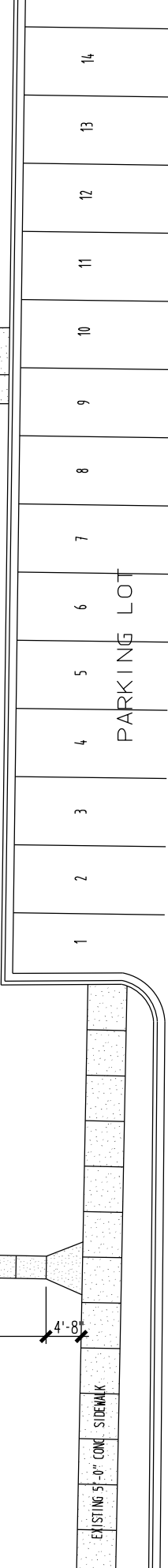
ENGINEERING DATA

THE SEPTIC TANK IS STRUCTURALLY & HYDRAULICALLY ENGINEERED TO CONFORM TO ASTM C-1227 AND REGIONAL PLUMBING CODES RECOMMENDED IN MOST CITIES. CONSULT WITH LOCAL AUTHORITIES FOR SPECIFIC APPLICATION REQUIREMENTS.

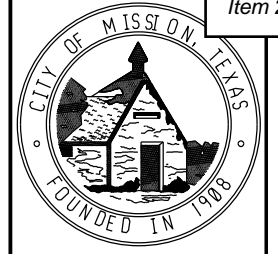


SEPTIC TANK SERIES ST
500 THRU 4000 GALLON CAPACITY

ST. MARIE AVE.

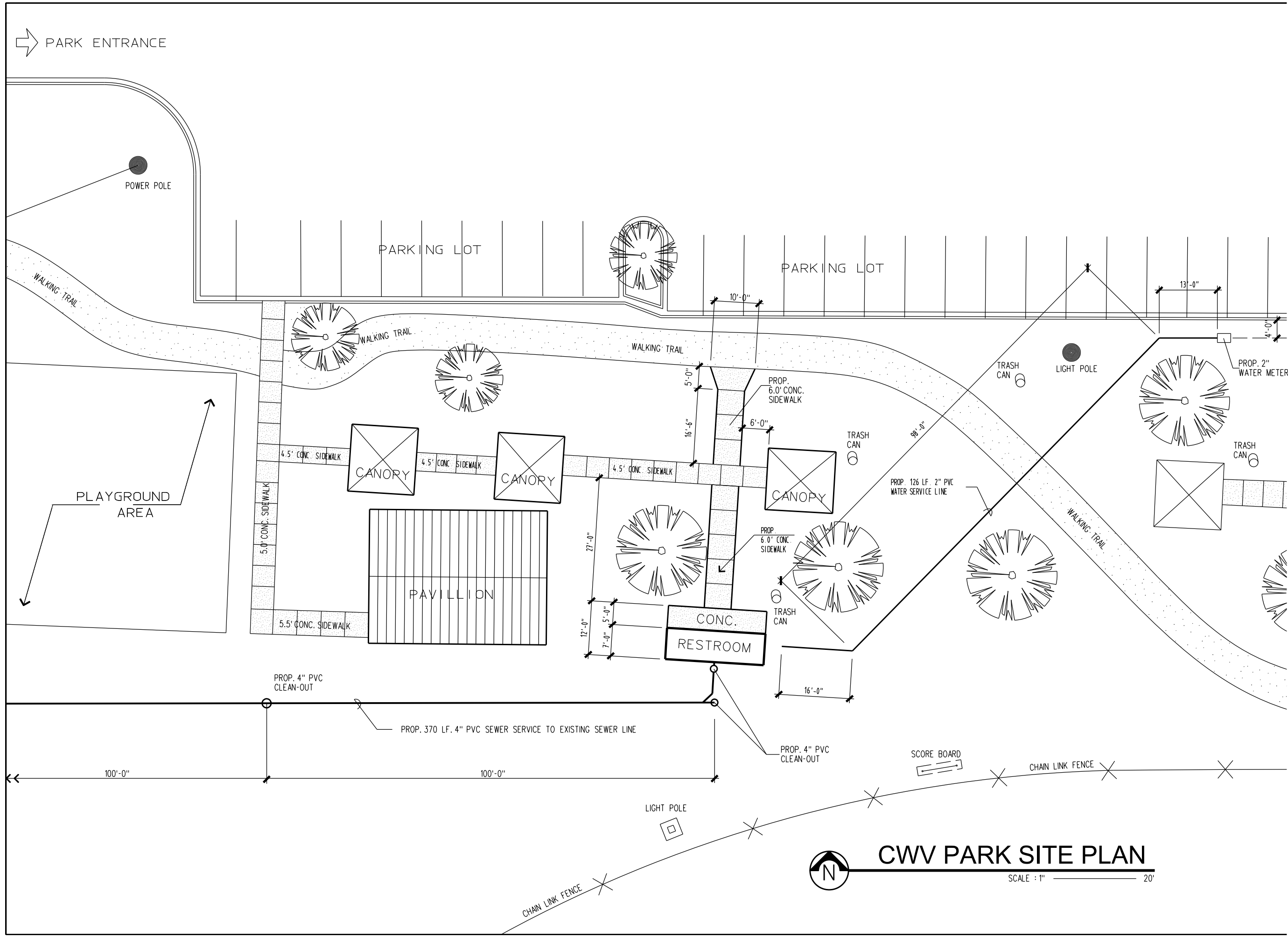


OBLATE PARK SITE PLAN
SCALE : 1" = 20'



CITY OF MISSION

CWV PARK PROPOSED RESTROOM CITY OF MISSION



CWV PARK SITE PLAN

SCALE : 1" = 20'

Project Name:	
CWV PARK PROPOSED RESTROOM CITY OF MISSION	
Date:	07-20-22
Project No:	016-22
Sheet Number:	

1 - 1



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to extend first one-year renewal for On-Call Geotechnical and Material Testing Services to Millennium Engineers Group, Inc. - Bocanegra

NATURE OF REQUEST:

Seeking authorization to exercise one-year renewal option; this is the first of two renewals. The City of Mission entered into an agreement with Millennium Engineers Group, Inc. for On-Call Geotechnical and Material Testing Services for the infrastructure projects within the City of Mission and its extraterritorial jurisdiction. The contract term was for one year with two one-year renewal options. This will extend Bid No. 23-092-11-28.

BUGETED: Yes / No / N/A **FUND:** Engineering & Architectural **ACCT. #:** 01-440-33420

BUDGET: \$ 275,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$199,614

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

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

_____ AYES
_____ NAYS
_____ DISSENTING _____



January 23, 2024

Mr. Juan Pablo "JP" Terrazas, P.E., CPM
 Assistant City Manager
 City of Mission
 1201 E. 8th Street
 Mission, Texas 78572
 956/585-3275
jpterrazas@missiontexas.us



Re: Renewal - Contract # 23-092-11-28 for On-Call Geotechnical & Material Testing Services

Dear Mr. Terrazas:

Millennium Engineers Group, Inc. would like to exercise the 1st of two 1 year extensions from our current contract # 23-092-11-28 for On-Call Geotechnical & Material Testing Services with the City of Mission for an additional year from 01/19/2024 to 01/18/2025.

If you have any questions please feel free to contact Andres Palma, P.E. at 956/702-8500 or at email address apalma@megengineers.com. It is a pleasure and we look forward to continue working with City of Mission and its staff on upcoming projects.

Respectfully submitted,
MILLENNIUM ENGINEERS GROUP, INC.
 TBPE Firm No. F-3913

Andres Palma, P.E.
 President



January 23, 2024

Mr. Juan Pablo "JP" Terrazas, P.E., CPM
Assistant City Manager
City of Mission
1201 E. 8th Street
Mission, Texas 78572
956/585-3275
jpterrazas@missiontexas.us

Re: Extension Request - Contract # 23-092-11-28 for On-Call Geotechnical & Material Testing Services

Dear Mr. Terrazas:

Please allow this letter to serve as a 90-day contract extension request for Millennium Engineers Group, Inc. to continue work on Bid No.: 23-092-11-28 for On-Call Geotechnical & Material Testing Services.

If you have any questions please feel free to contact Andres Palma, P.E. at 956/702-8500 or at email address apalma@megengineers.com. It is a pleasure and we look forward to continue working with City of Mission and its staff on upcoming projects.

Respectfully submitted,
MILLENNIUM ENGINEERS GROUP, INC.
TBPE Firm No. F-3913

A handwritten signature in blue ink, appearing to read 'AP', with a long, sweeping underline.

Andres Palma, P.E.
President



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to enter into a Memorandum of Agreement between The Lower Rio Grande Valley TPDES Stormwater Task Force Partnership, Inc. and the City of Mission – Bocanegra

NATURE OF REQUEST:

Memorandum of Agreement by and between City of Mission and The Lower Rio Grande Valley TPDES Stormwater Taskforce Partnership, Inc. for Representative Appointment to the Regional Lower Rio Grande Valley TPDES Stormwater Tark Force MOA #R-RGV-TF-2024. Preparation of Texas Water Development Board Flood Infrastructure Fund Program Grant applications.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** 16-410-94700

BUDGET: \$18,000 **EST. COST:** _____ **CURRENT BUDGET BALANCE:** \$18,000

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

MEMORANDUM OF AGREEMENT
by and between
CITY OF MISSION
and
The LRGV TPDES Stormwater Task Force Partnership, Inc.
for preparation of Texas Water Development Board Flood Infrastructure Fund
Program Grant applications
MOA #R-RGV-TF-2024

This Memorandum of Agreement (hereafter termed “**MOA**”) is entered into by and between the **CITY OF MISSION** (hereafter referred to as “**CITY**”) a political subdivision of the State of Texas, and the **LOWER RIO GRANDE VALLEY TPDES STORMWATER TASK FORCE PARTNERSHIP, INC.** (hereafter referred to as “**TASK FORCE**”), a 501(c)(3) Not-for-Profit formed to promote and coordinate the collaborative and cooperative use of technology by and among colleges, high schools, community school districts, public and school libraries, health care facilities, government offices, businesses, health and educational professionals, other educational and community service organizations, and community residents for the benefit of the collaborating organizations, their clients, and community residents.

SECTION 1
PURPOSE

- 1.01 CITY and TASK FORCE** agree to enter into this **Agreement** as a manner by which **CITY** and **TASK FORCE** can actively collaborate in: 1) the development of two (2) project strategies detailed in the Region 15 Flood Report of the TWDB Flood Infrastructure Fund program; and 2) the development of separate grant applications for each strategy to be submitted to the TWDB FIF program during the program’s 2nd funding cycle tentatively due March 15, 2024. The **CITY** and **TASK FORCE** will partner with Hidalgo County, the City of Alton, City of Palmview, City of Palmhurst, and the City of La Joya as part of a regional coalition on these projects.
- 1.02 CITY and TASK FORCE** agree to identify the two (2) strategies as follows: 1) Strategy 1 is the development of a holistic HUC flood protection study targeting a region identified as Cluster 1 in Figure 1. Cluster 1 consists of Hidalgo County, City of Alton, City of Palmview, City of Palmhurst, City of Mission and the City of La Joya. As part of the on-going Lower Rio Grande Valley Development Council (LRGVDC) Planning study funded by the TWDB FIF (1st funding cycle), the Task Force local governments were divided into seven (7) Clusters. This will allow complementing holistic flood protection projects to develop urban hydrologic models for each strategic Cluster; and 2) Strategy 2 is the development of a flood warning system. The flood warning system will be networked with each Cluster. This strategy will develop a flood warning system that will be networked with the Valley-wide system, currently being developed by the aforementioned on-going LRGVDC Planning study.

- 1.03** **TASK FORCE** and **CITY** in the development of these strategies will work with Hidalgo County, City of Alton, City of Palmhurst, City of Palmview, and the City of La Joya, Texas A&M University – Kingsville (TAMUK), University of Texas – Rio Grande Valley (UTRGV) and Research, Applied Technology, Education and Service, Inc. Other partners will be engaged if during the process of the development of the scope of work, the need is presented.
- 1.04** **TASK FORCE** and **CITY** **seek** to establish and expand the Task Force coalition by working together, sharing resources, and by collectively establishing a state-wide network of partners. The coalition’s local research topics have primarily focused on urban water issues, but the coalition has expanded its mission to include regional watershed topics, rural and agricultural water issues, and coastal projects.
- 1.05** The **CITY** desires to participate in the development of this project strategy because the **CITY’s** service region is currently growing rapidly, and presented with numerous environmental challenges, thus, the need for a highly skilled professional to assist the **CITY** with water quality, watershed, and non-point source (NPS) pollution programs is paramount.
- 1.06** **TASK FORCE** and **CITY** desire to participate in this partnership because such participation will provide **TASK FORCE** and **CITY** with an avenue to offer educational opportunities for students or researchers to gain:
- A. knowledge and experience in the process and procedures of governmental environmental regulation, rulemaking, and committee process.
 - B. supervisory, organizational, and executive skills through the participation in **CITY** initiatives, participatory research opportunities, and creation and submission of **CITY** agenda items, and budget creation; and,
 - C. exposure to communication and interaction between federal agencies, state agencies, and local governments, thus aiding the students in speaking publicly, presenting issues, and expounding opinions.
- 1.07** **TASK FORCE** and **CITY** further desire to participate in this partnership because such participation will provide **TASK FORCE** and **CITY** with another avenue to offer opportunities for researchers, staff, and faculty affiliates to render or gain:
- A. educational, training, and community service in furtherance of the **TASK FORCE’s** and **CITY’s** published vision and mission to forge a path to a better life and to engage with coastal communities so that they prosper economically through thoughtful innovations and impactful programs.
 - B. supervisory, organizational, and governmental skills through the participation in **CITY** initiatives, participatory research opportunities, and budget management; and,

- C. experience about the interfacing, communication, and interaction between federal agencies, state agencies, and local governments; thus, actively participating in master planning, regional development, engineering innovations, environmental mitigation, and grant development.

SECTION 2 TERM

- 2.01** *Fixed Term:* This MOA commences on **2/01/24** and will be effective for exactly one (1) calendar year and will terminate **1/31/25** (the “Fixed Term”), unless extended according to section 2.02 of this MOA.
- 2.02** *Extension:* Upon written, mutual consent of **CITY** and **TASK FORCE**, this MOA may be extended for a subsequent one (1) year performance period (an “Extension Term”).
- 2.03** *Cancellation:* This MOA may be cancelled prior to the expiration of the Fixed Term or any Extension Term, upon thirty (30) calendar days written notice to the other party, sent to the address indicated in Section 5.01 of this MOA.

SECTION 3 CONSIDERATION

- 3.01** *Fee:* There is no fee for the development of the two (2) grant applications.

SECTION 4 RIGHTS AND DUTIES

- 4.01** The following rights and duties will be held or performed by **CITY**:
- A. **CITY** will provide one representative to the grant team. The individual appointed to the grant team is JP Terrazas, Asst. City Manager.
- B. The **CITY**’s representative will act as the liaison between the **CITY** and the Grant team, apprising each entity of the other’s objectives. The representative will brief the **CITY** leadership as warranted.
- C. The **CITY** representative may make recommendations to the **grant team** on behalf of the city.
- D. **TASK FORCE** and its partners will assign representation to the **grant team**.
- E. **TASK FORCE** will manage the administration, including meetings, and efforts pertaining to the methods and approaches for development of the grant applications.
- F. During the development of the two (2) grant applications, the planning team will determine the fiscal agent for the Cluster 1 grant submittals. The selection will be determined by evidence that provides the grant projects with the best opportunity for funding. Any additional authorizations required by the partners will be adhered

to.

- G. The Cluster 1 partnership will submit the TWDB Abridged Grant application by March 15, 2024. If the deadline changes, the partnership will meet the new deadline. If the abridged grant application is selected by the TWDB, the Cluster 1 partnership will develop the full proposal pursuant to guidance from the TWDB award team and pursuant to this MOA.

SECTION 5 MISCELLANEOUS

- 5.01** *Addresses:* Notices required under this MOA may be sent by United States Postal Service regular surface mail, certified mail, registered mail, overnight delivery, or hand delivery. Written notice delivery is deemed made when the notice is deposited into a USPS mail receptacle, or deposited with an overnight carrier, or hand delivered. A party can change the notice address by sending to the other parties' written indication of the new address. Notices should be addressed as follows:

CITY OF MISSION

City of Mission- Mission City Hall
JP Terrazas
1201 E. 8th St.
Mission, TX 78572
(956) 580.8650
jpterrazas@missiontexas.us

TASK FORCE: LRGV TPDES STORMWATER TASK FORCE PARTNERSHIP, INC.
C/O Javier Guerrero
P.O. Box 557
Elsa, TX 78543
jguerrerpo@office.ratesresearch.org
956-929-7189 (cell)

- 5.02** Force Majeure: Any and all duties, obligations, and covenants of this MOA will be suspended during time of natural disaster, war, acts of terrorism, or other "Acts of God", which prevent a party from fulfilling any and all duties, obligations, and/or covenants of this MOA. If a party is prevented from fulfilling a duty, obligation, and/or covenant of this MOA, due to Force Majeure, the party prevented from fulfilling will notify the other parties in writing, sent pursuant to Section 5.01 of this MOA, within fourteen (14) business days of the Force Majeure event.

- 5.03** Parties Relationship: Nothing in the MOA should be construed as creating a partnership, joint venture, agency relationship, or any other relationship other than that of independent contractors, between the parties. None of the parties may bind one or both of the others or otherwise act in any way as the representative of the others, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. This MOA is not intended to make employees of any party into employees

of the others; nor is it intended to make the employees of any party entitled or eligible to participate in any benefits or privileges given or extended by any other party to its employees.

- 5.04** Applicable Law: This MOA is construed under and in accordance with the laws of the State of Texas.
- 5.05** Cumulative Rights: All rights, options, and remedies contained in this MOA and held by each party are cumulative and the exercising of one will not exclude exercising another. Each party has the right to pursue any remedy or relief which may be provided by law, in equity, or by the stipulations of this MOA.
- 5.06** Non-waiver: A waiver by any or all the parties of any obligation, duty, or covenant of this MOA will not constitute a waiver of any other breach of any obligation, duty, or covenant of this MOA.
- 5.07** Counterparts: This MOA can be executed in multiple counterparts, each of which is declared an original.
- 5.08** Severability: If any clause or provision of this MOA is illegal, invalid, or unenforceable under present or future law, the parties intend that the remaining clauses or provisions of this MOA will not be affected and will remain in full force and effect if the essential terms of this MOA remain valid, legal, and enforceable.
- 5.09** Entire MOA: This MOA contains the final and entire agreement between the parties, and will not be amended, explained, or superseded by any oral or written communications; unless done so in a subsequent, written, and mutually agreed upon amendment.
- 5.10** Assignment: This MOA is assignable only with the written consent of the other parties. Any purported transfer without such consent will be void.
- 5.11** Successors and Assigns: All the obligations, duties, covenants, and rights contained in this MOA and performable by any of the parties will be applicable and binding upon respective successors and assigns, including any successor by merger or consolidation; however, nothing in this provision shall be construed to be consent of assignment of this MOA.
- 5.12** Nondiscrimination: The parties, and their agents or employees, are prohibited from discriminating on the basis of race, color, sex, age, religion, national origin, disability, citizenship status, veteran status, sexual orientation, gender identity, or genetic information in the performance of the terms, conditions, covenants and obligations of this MOA.
- 5.13** Immunities: Nothing in this Agreement is intended to, and **TASK FORCE** and **CITY** does not hereby waive, release or relinquish any right to assert any of the defenses **TASK FORCE** or **CITY** enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to **TASK FORCE** or **CITY** as to any claim or action of any person, entity, or individual against **TASK FORCE** or **CITY**.

5.14 Commitment of Current Revenues Only: In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of CITY under this MOA, CITY may terminate this MOA upon ninety (90) days written notice to TASK FORCE. CITY agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this MOA. The parties intend this provision to be a continuing right to terminate this MOA at the expiration of each budget period of CITY. Agreements for the acquisition, including lease of real or personal property under Tex.Local.Govt. In the event that, during any term hereof, the Commissioner’s Court does not appropriate sufficient funds to meet the obligations of CITY under this MOA, CITY may terminate this MOA upon ninety (90) days written notice to the other parties, CITY agrees, however, to use a best effort attempt to obtain and appropriate funds for payment of the MOA. The parties intend this provision, if applicable, to be a continuing right to terminate this MOA at the expiration of each budget period of CITY in accordance with Tex Local Govt. Code §271.903.

EXECUTED the _____ day of _____, 2024, by CITY, by its duly authorized agent, as evidenced by authorization by the CITY COUNCIL.

“CITY”
CITY OF MISSION

By: _____
Norie Gonzalez Garza
Mayor

ATTEST:

By: _____
Anna Carrillo
City Secretary

EXECUTED the _____ day of _____, 2024 by TASK FORCE, by its duly authorized officer.

“TASK FORCE”

By:  _____
Javier Guerrero
Executive Director



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Andy Garcia, Assistant City Manager

AGENDA ITEM: Approval of Resolution # ____ recommending the use of WorkinTexas.com as the Primary Employment Platform for Local Employers – Andy Garcia

NATURE OF REQUEST:

The Prosperity Task Force aims to promote the use of WorkInTexas.com, an online application that offers job seekers immediate and continuous access to job matching services, to assist Hidalgo County residents in the job application and placement processes.

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 # _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION
RECOMMENDING THE USE OF WORKINTEXAS.COM AS THE
PRIMARY EMPLOYMENT PLATFORM
FOR LOCAL EMPLOYERS**

WHEREAS, the Prosperity Task Force aims to uplift Hidalgo County residents living at or below the poverty line by collaborating across sectors and connecting residents to economic prosperity, educational opportunities, and social services; and

WHEREAS, the Texas Workforce Commission responds to the needs of Texas employers and workers through locally designed market-driven workforce development initiatives, and the local workforce development board, Workforce Solutions serves as a key partner to the Prosperity Task Force; and

WHEREAS, the Prosperity Task Force aims to promote the use of WorkInTexas.com, an online application that offers job seekers immediate and continuous access to job matching services, to assist Hidalgo County residents in the job application and placement processes; and

WHEREAS, the Prosperity Task Force aims to encourage local employers to utilize WorkInTexas.com to list job postings and identify job seekers; and

WHEREAS, the Prosperity Task Force encourages local municipalities and economic development corporations to designate WorkInTexas.com as the primary platform for job seeking and job listing purpose.

NOW THEREFORE we the City Council of the City of Mission do hereby recommend the use of WorkinTexas.com as the primary online job platform for local employers to help increase the job matching activity in Hidalgo County.

APPROVED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12,2024

PRESENTED BY: Michael Elizalde, Grant Administrator

AGENDA ITEM: Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY25 Project Safe Neighborhood Grant Program to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative-Elizalde

NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 Project Safe Neighborhoods Grant Program and designates the Mayor as the Authorized Representative. The department seeks to purchase four (4) Emergency Communication Towers with Beacon Lights. The grant does not have a match requirement

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 # _____

WHEREAS, The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Police Department’s Project Safe Neighborhoods project #4992101 under the FY25 Project Safe Neighborhoods Program be operated for the 2024-2025 fiscal year; and

WHEREAS, The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Mission approves submission of the grant application for the FY25 Project Safe Neighborhoods Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 12th day of February 2024.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Michael Elizalde, Grant Administrator

AGENDA ITEM: Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY24 State Homeland Security Program (SHSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative-Elizalde

NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY24 SHSP- Regular Projects Grant and designates the Mayor as the Authorized Representative. The department seeks to purchase portable radios to replace outdated equipment with a request not to exceed \$100,000. The grant does not have a match requirement

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 # _____

WHEREAS, The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Police Department’s State Homeland Security Program-Regular #5109201 under the FY24 State Homeland Security Program be operated for the 2024-2025 fiscal year; and

WHEREAS, The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Mission approves submission of the grant application for the SHSP-Regular Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 12th day of February 2024.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Approval of resolution No. _____ authorizing the submittal of a grant application for the FY25 Local Border Security Program (LBSP) to the Office of the Governor (OOG) and authorizing Mayor as the Authorized Representative. - Elizalde

NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submittal of a grant application to the OOG for the FY25 LBSP Grant and designates the Mayor as the Authorized Representative. The grant will allow 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. There is no match requirement.

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 # _____

WHEREAS, The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Police Department’s Local Border Security Project #2992610 under the FY25 Local Border Security Program be operated for the 2024-2025 fiscal year; and

WHEREAS, The City of Mission agrees that in the event of loss or misuse of the Office of the Governor funds, the City of Mission assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The City of Mission designates the City of Mission Mayor as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City of Mission approves submission of the grant application for the Local Border Security Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 12th day of February 2024.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY24-25 Regional Solid Waste Grant Program to the LRGVDC and authorizing Mayor as the Authorized Representative - Elizalde

NATURE OF REQUEST:

The Mission Sanitation Department is seeking approval of resolution authorizing the submittal of a grant application for the FY2024-2025 Regional Solid Waste Grant Program to the Lower Rio Grande Valley Development Council and authorizing Mayor as the Authorized Representative. The department's total project request is \$30,000 and will allow the expansion of the city's waste management and recycling operations by acquiring additional roll-offs to be placed in designated areas across the city. The grant recommends a match for competitive purposes, which the department will support in-kind matching.

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 # _____

RESOLUTION OF LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL (LRGVDC) AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING Norie Gonzalez Garza Mayor TO ACT ON BEHALF OF the City of Mission IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED the City of Mission WILL COMPLY WITH THE GRANT REQUIREMENTS OF THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL, THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.

WHEREAS, the Lower Rio Grande Valley Development Council (LRGVDC) is directed by the Texas Commission on Environmental Quality (TCEQ) to administer solid waste grant funds for implementation the COG’s adopted regional solid waste management plan; and

WHEREAS, the City of Mission in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED BY the City of Mission IN Mission, TEXAS;

1. That Norie Gonzalez Garza, Mayor is authorized to request grant funding under the LRGVDC Request for Applications of the Regional Solid Waste Grants Program and act on behalf of the City of Mission in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of Mission will comply with the grant requirements of the LRGVDC, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

READ, CONSIDERED AND APPROVED, this 12th day of February 2025.

(Signature of Authorized Official)

(Notary Signature)

(Typed or Printed Name)

(Type or Printed Name)

(Title)

(Commission Expires)



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Roel Mendiola, Sanitation Director
AGENDA ITEM: Authorization to purchase a total of thirty (30) Standard Duty Front Load Containers and ten (10) Standard Duty Slant Front Load Containers from Wastequip via BuyBoard Contract #686-22 - Mendiola

NATURE OF REQUEST:

Staff is seeking authorization to purchase a total of thirty (30) standard duty front load containers and ten (10) standard duty slant front load containers for our Commercial Division. Due to the city's rapid growth, the Sanitation Department is requesting these commercial containers to keep up with the demand and the city's current services. Ten (10) 2 cubic yard, ten (10) 6 cubic yard, ten (10) 4 cubic yard, and ten (10) 8 cubic yard (slant) containers will be purchased from Wastequip via BuyBoard Contract #686-22.

BUGETED: Yes **FUND:** Solid Waste **ACCT. #:** 05-410-64237
BUDGET: \$140,000 **EST. COST:** \$37,590 **CURRENT BUDGET BALANCE:** \$139,612
BID AMOUNT: \$37,590

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____
 _____ AYES
 _____ NAYS
 _____ DISSENTING _____



100 East Industrial Park Blvd, Beeville, TX,
78102

PHONE: 800-242-0122 FAX: 361-358-0418

WQ-10300573

Item 28.

Sell To:

Contact Name	Yaritza Pena	Ship To Name	City of Mission
Bill To Name	City of Mission	Ship To	105 Abelino Farias St
Bill To	1201 E 8th St Mission, TX 78572 USA		Mission, TX 78572 USA
Email	ypena@missiontexas.us		
Phone	(956) 575-0056		

Quote Information

Salesperson	Hunter Brown	Created Date	2/7/2024
Salesperson Email	hbrown@wastequip.com	Expiration Date	2/14/2024
		Quote Number	WQ-10300573
			Please Reference Quote Number on all Purchase Orders

Product	Product Description	Quantity	Sales Price	Total Price
Container - TB - 125540	2 Cubic Yard Standard Duty Flat Nestable Front Load Container - Floor: 10 gauge, Walls: 12 gauge , Pockets: Heavy Duty with Three Way Fork Entry Guide, Top Channels: Interlocking, Bottom Runners: 2 1/2" Tall Formed, Primed and Painted Any Standard Color	10.00	\$556.00	\$5,560.00
Container - TB - 125533	4 Cubic Yard Standard Duty Flat Front Load Container, Floor: 10 gauge, Walls: 12 gauge, Pockets: Heavy Duty with Three Way Fork Entry Guide, Interlocking Top Channels with formed 10 gauge Bottom Runners, Primed and Painted Any Standard Color	10.00	\$762.00	\$7,620.00
Container - TB - 125536	6 Cubic Yard Standard Duty Flat Front Load Container - Floor: 10 gauge, Walls: 12 gauge with Horizontal V-Crimps for Added Strength, Doors: (2) 30"x 30" Sliding, Pockets: Heavy Duty with Three Way Fork Entry Guide, Top Channels: Interlocking, Bottom Runners: 2 1/2" Tall Formed, Primed and Painted Any Standard Color	10.00	\$1,035.00	\$10,350.00
Container - TB - 125535	8 Cubic Yard Standard Duty Slant Front Load Container - Floor: 10 gauge, Walls: 12 gauge, Pockets: Heavy Duty with Three Way Fork Entry Guide, Interlocking Top Channels with formed 10 gauge Bottom Runners, Primed and Painted Any Standard Color	10.00	\$1,156.00	\$11,560.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$35,090.00
Shipping Terms	FOB Origin	Shipping	\$2,500.00
		Tax	\$0.00
		Grand Total	\$37,590.00

Additional Information

Additional Terms Our Quote serves as an offer to provide Products and/or services at the quantities and prices shown and is a good faith estimate, based on our understanding of your needs. By signing below, you indicate your acceptance of our offer which is expressly subject to the Wastequip Terms & Conditions of Sale ("Wastequip's Terms") located at: <https://www.wastequip.com/terms-conditions-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. Wastequip's Terms may be updated from time to time and are available by hard copy upon request. Any changes or deviations to the terms of this Quote, including any different terms in an Order submitted by you, must be agreed upon in writing by both parties.

Additional Information Pricing is based on your anticipated Order prior to the expiration of this Quote, including product specifications, quantities and timing. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without



100 East Industrial Park Blvd, Beeville, TX,
78102

PHONE: 800-242-0122 FAX: 361-358-0418

WQ-10300573

Item 28.

limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip’s practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change.

Special Contract Information

Pricing is based on Wastequip's Buy Board Contract No. 686-22 as awarded on December 1, 2022. Per the terms of the contract, pricing may be amended at any time with proper documentation, and subject to Buy Board approval. Pricing may change without written prior notice.

Signatures

Accepted By: _____

Company Name: _____

Date: _____

Purchase Order: _____

Please Reference Quote Number on all Purchase Orders



Vendor Contract Information Summary

Vendor Wastequip Mfg. Co. LLC
 Contact Vicky Connelly
 Phone 704-768-2587
 Email bids@wastequip.com
 Vendor Website www.wastequip.com
 TIN 223191624
 Address Line 1 841 Meacham Road
 Vendor City Statesville
 Vendor Zip 28677
 Vendor State NC
 Vendor Country USA
 Delivery Days 10
 Freight Terms FOB Destination
 Payment Terms Net 30 Days with approved
 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 All States
 Contract Name Refuse and Recycle Bodies, Containers and Other Transport Bodies
 Contract No. 686-22
 Effective 12/01/2022
 Expiration 11/30/2025
 Accepts RFQs Yes
 Service Fee Note Vehicle purchase orders are subject to a \$400 service fee
 Quote Reference Number WQ-0266553
 Return Policy Return Policy is attached





CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Authorization to surplus machinery and equipment - Vela

NATURE OF REQUEST:

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

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 _____

SUMMARIZED LIST

INVENTORY TO SURPLUS FY 2022-2023

Machinery/Equipment	Identifier	Asset Tag No.	Department
1 VOSTRO	9ZZ87V1	009600	Library
2 VOSTRO	B0067V1	009601	Library
3 VOSTRO	B01D7V1	009606	Library
4 VOSTRO	B0267V1	009608	Library
5 VOSTRO	N/A	009731	Library
6 VOSTRO	N/A	009739	Library
7 VOSTRO	N/A	009738	Library
8 VOSTRO200	N/A	N/A	Library
9 VOSTRO200	1JN3RG1	007213	Library
10 VOSTRO200	5LH3RG1	007219	Library
11 DELL POWER CONNECT	8QTXTS1	N/A	Library
12 DELL POWER CONNECT	FPTXTS1	N/A	Library
13 DELL POWER CONNECT	C76ZTS1	N/A	Library
14 CISCO AIRONET	FTX1704K3EG	N/A	Library
15 CISCO AIRONET	FTX1704K3E9	N/A	Library
16 CISCO AIRONET	FTX1717K2TY	N/A	Library
17 CISCO AIRONET	FTX1704E1W8	N/A	Library
18 CISCO AIRONET	FTZ1717K2TW	N/A	Library
19 CISCO AIRONET	FTZ1704K3EA	N/A	Library
20 D LINK DES 1252 SMARTSWITCH	F39C197000092	007934	Library
21 FS 4DA COIN SORTER	N/A	N/A	Library
22 CATALYST 2900 SERIES XL	00DOBA014600	000130	Library
23 CATALYST 2900 SERIES XL	0000BA017880	000131	Library
24 CATALYST 2900 SERIES XL	00DOBA015580	000132	Library
25 CATALYST 2900 SERIES XL	0000BA015F40	000133	Library
26 CATALYST 2900 SERIES XL	00D0BA0179CO	000135	Library
27 CATALYST 2900 SERIES XL	N/A	003146	Library
28 INSPIRON	B05Y2K1	007973	Library
29 APC SMART UPS	XN0226009521	003165	Library
30 APC SMART UPS	WS0114013399	010151	Library
31 DELL LAPTOP	72XR402	N/A	Library
32 DELL DIMENSION C521	5T7P4D1	006363	Library
33 DELL DIMENSION C521	HM7P4D1	006328	Library
34 CATALYST 3550	CAT0915N056	N/A	Library
35 CATALYST 3550	CAT0850Z0FC	N/A	Library
36 60' SHARP AQUOS TV	501843856	N/A	Library
37 GATEWAY LAPTOP	GWTF63409ZF	006060	Library
38 DELL OPTIPLEX 3010	3FJ5PW1	010116	Library
39 DELL OPTIPLEX 3010	N/A	N/A	Library
40 DELL OPTIPLEX 3010	N/A	N/A	Library
41 (18) V CORDLESS DRILL&FLASHLIGHT	N/A	N/A	Library
42 BISSELL VACUUM CLEANER	N/A	N/A	Library
43 SONY LBT 2X6 HIFI STEREO	N/A	N/A	Library
44 (2) DIRT DEVIL GATORS	N/A	N/A	Library
45 HP DESKJET 895 CSE	N/A	N/A	Library
46 (18) POWER STRIPS	N/A	N/A	Library
47 (5) MAGNAVOX DVD/VCRS	N/A	N/A	Library
48 BOX OF METAL BRACKETS	N/A	N/A	Library
49 (16) HARD DRIVES	N/A	N/A	Library
50 CISCO 2600 SERIES	N/A	N/A	Library
51 (83) USB CHARGERS	N/A	N/A	Library

INVENTORY TO SURPLUS FY 2022-2023

Machinery/Equipment	Identifier	Asset Tag No.	Department
52 BLACK FILING CABINET	N/A	N/A	Library
53 (2) BEIGE FILING CABINETS	N/A	N/A	Library
54 PILOT BOARD WIRELESS KEYBOARD	N/A	N/A	Library
55 (4) DIABLOTEK 8P VIDEO CARDS	N/A	N/A	Library
56 (4)LEG METAL XMAS TREE STAND	N/A	N/A	Library
57 IOGEAR KVM SWITCH	Z3A23076AE40011	N/A	Library
58 (37) DESKTOP POWER CABLES	N/A	N/A	Library
59 (30) DELL DVL CABLES	N/A	N/A	Library
60 SPRINT AIR UNITY 545	D3BB19402AA6	N/A	Library
61 CISCO 2600 SWITCH	N/A	N/A	Library
62 SUPER MICRO 512-2	N/A	N/A	Library
63 BARACUDA F280	BAR-NG-1219336	014634	Library
64 (95) VERIZON MIFIS	N/A	N/A	Library
65 HARD DRIVE ENCLOSURE KIT	N/A	N/A	Library
66 TINY SURVEILLANCE CAMERA	N/A	N/A	Library
67 BOX OF WIRES AND METAL HANDLES	N/A	N/A	Library
68 DELL OPTIPLEX 3020	3PJNW52	011105	Library
69 DELL POWER EDGE R720	4CG97Y1	N/A	Library
70 DELL POWER EDGE R720	4CJ77Y1	N/A	Library
71 DELL OPTIPLEX 3020	5K1MR12	010551	Library
72 DELL DIMENSION 3100	N/A	N/A	Library
73 VOSTRO 200	JJN3RG1	007186	Library
74 OPTIPLEX3050	21CSXM2	013544	Library
75 OPTIPLEX330	BB58TG1	007294	Library
76 OPTIPLEX3060	N/A	014679	Health Dept.
77 54XMAX	1231-1131	003882	Library
78 54XMAX	1255-1155	003930	Library
79 (105) TMOBILE JETPACKS	N/A	N/A	Library
80 (60) TMOBILE COOLPADS	N/A	N/A	Library
81 TABLET	XD0100015780130705	010388	Library
82 TABLET	XD0100014CF0130705	010396	Library
83 TABLET	XD01000159C0130705	010391	Library
84 KARAOKE MACHINE C1005 SINGALONG	N/A	N/A	Library
85 DELL INSPIRON MINI	C78YPK1	007900	Library
86 DELL INSPIRON MINI	J88YPK1	007901	Library
87 DELL INSPIRON MINI	FJ8YPK1	007902	Library
88 KRONOS	00CLO11654	005096	Library
89 KRONOS	N/A	N/A	Library
90 KRONOS	00ELO28346	N/A	Library
91 KRONOS	R000056898	N/A	Library
92 KRONOS	R000094885	N/A	Library
93 KRONOS	R000023994	N/A	Library
94 KRONOS	R000110867	N/A	Library
95 KRONOS	R000068276	N/A	Library
96 KRONOS	S0478768	N/A	Library
97 KRONOS	R000041692	N/A	Library
98 KRONOS	00CLO18716	N/A	Library
99 EPSON PROJECTOR	M5GF050917L	009048	Library
100 MITSUBISHI PROJECTOR	N/A	006412	Library
101 (19) DVD ROM DRIVES	N/A	N/A	Library
102 DELL ISPIRON	3FKP1J1	N/A	Library
103 APC UPS	QS0207110359	003168	Library
104 APC UPS	AS0052111017	002444	Library

INVENTORY TO SURPLUS FY 2022-2023

Machinery/Equipment	Identifier	Asset Tag No.	Department
105 APC SMART UPS	AS1317233403	N/A	Library
106 (5) TRIPP-LITE POWER STRIPS	N/A	N/A	Library
107 SHOP VAC CLEANING KIT	N/A	N/A	Library
108 (2) COLEMAN 18V JIGSAW	N/A	N/A	Library
109 COLEMAN 18V CURCULAR SAW	N/A	N/A	Library
110 DRILL MASTER FLASHLIGHT	N/A	N/A	Library
111 DRILLMASTER 18.V CIRCULAR SAW	N/A	N/A	Library
112 OPTIPLEX3010	6C1Y7Y1	010108	Library
113 OPTIPLEX3010	6BZX7Y1	010115	Library
114 OPTIPLEX3010	6C3X7Y1	010113	Library
115 VOSTRO	5QJZMF1	006934	Library
116 VOSTRO	9QJZMF1	006938	Library
117 VOSTRO	B0357V1	009605	Library
118 VOSTRO	899H7V1	009728	Library
119 VOSTRO	N/A	009737	Library
120 DIMENSION C521	DR7P4D1	006332	Library
121 GUEST INTERNET GIS-R20	N/A	011068	Library
122 (64) BIT MPEG SVGA VIDEO ACCELERATOR	N/A	N/A	Library
123 SUPER CIRCUILS DC12 16CAM BB	N/A	N/A	Library
124 TOSHIBA 30' TV	840112X72421C1	N/A	Library
125 NETGEAR PROSAFE VPN FIREWALL	IBU4177W003A6	N/A	Library
126 BOX OF TABLE CASE SCREWS	N/A	N/A	Library
127 (8) COMPUTER MONITORS	N/A	N/A	Library
128 BLACK AND DECKER DIRT VAC	N/A	N/A	Library
129 (9) CISCO AIRONET 340 WIRELES AN ADAPTERS	N/A	N/A	Library
130 (10) POCKET SCAN CONVERTERS	N/A	N/A	Library
131 SOFT RAM 95 SOFTWARE	N/A	N/A	Library
132 (64) BIT MPEG SVGA VIDEO ACCELERATOR	N/A	N/A	Library
133 BELKIN 4 PORT SWITCH	N/A	N/A	Library
134 (95) SECURE CASES	N/A	N/A	Library
135 (113) CORDED PHONES	N/A	N/A	Library
136 (18) KEYBOARDS	N/A	N/A	Library
137 (56) COMPUTER Mouses	N/A	N/A	Library
138 NETGEAR ACCESS POINT D LINK	N/A	N/A	Library
139 SPRINT AIR UNITY	D3BB19400A	N/A	Library
140 CEN COM SAPPHIRE	111	N/A	PD
141 CEN COM SAPPHIRE	N/A	N/A	PD
142 CEN COM SAPHIRRE	15216	N/A	PD
143 CEN COM GOLD	23257	N/A	PD
144 CEN COM GOLD	22350	N/A	PD
145 CEN COM GOLD	4824	N/A	PD
146 CEN COM GOLD	10546	N/A	PD
147 CEN COM GOLD	72253	N/A	PD
148 CEN COM GOLD	22350	N/A	PD
149 CEN COM GOLD	28113	N/A	PD
150 CEN COM GOLD	72253	N/A	PD
151 CEN COM GOLD	N/A	N/A	PD
152 L3 COMMUNICATIONS FLASHBACK 2	FBK12050427	N/A	PD
153 L3 COMMUNICATIONS FLASHBACK 2	EF213100101	N/A	PD
154 L3 COMMUNICATIONS FLASHBACK 2	EF228100052	N/A	PD
155 L3 COMMUNICATIONS FLASHBACK 2	EF22291000146	N/A	PD
156 L3 COMMUNICATIONS FLASHBACK 2	N/A	N/A	PD

INVENTORY TO SURPLUS FY 2022-2023

Machinery/Equipment	Identifier	Asset Tag No.	Department
157 L3 COMMUNICATIONS FLASHBACK 2	EF229100021	N/A	PD
158 L3 COMMUNICATIONS FLASHBACK 2	EF229100039	N/A	PD
159 L3 COMMUNICATIONS FLASHBACK 2	EF228100071	N/A	PD
160 GENETEC AUTO UU	G2369510061709217	N/A	PD
161 WHEELER TRAFFIC ADVISOR	C0423117	N/A	PD
162 SIERRA WIRELESS OMG 2000	H150515B0577	N/A	PD
163 SIERRA WIRELESS OMG 2000	H150515B0597	N/A	PD
164 ZEBRA MOBILE PRINTER	XXRC07-48-5572	N/A	PD
165 ZEBRA MOBILE PRINTER	XXRC07-48-5235	N/A	PD
166 ZEBRA MOBILE PRINTER	XXRCJ130200349	N/A	PD
167 WHEELER CONTROL HEAD	N/A	N/A	PD
168 WHEELER WHITE LIGHTS AND POLICE SIREN	N/A	N/A	PD
169 WHEELER MOTORCYCLE RADIO BOX	N/A	N/A	PD
170 WHEELER BOX SIRENS MODEL SA314	C668047	N/A	PD
171 TOUGHBOOK	N/A	N/A	PD
172 (2) SIREN ASSEMBLY	N/A	N/A	PD
173 (2) POLICE UNIT WHEELER TOP LIGHT BAR	83748	N/A	PD
174 MOTOROLA S	N/A	N/A	PD
175 (12) SIRENS	N/A	N/A	PD
176 (40) SMALL SINGLE STROBE LIGHTS	N/A	N/A	PD
177 POLICE UNIT SMALL LIGHTBAR	N/A	N/A	PD
178 (2) BLACK WOODEN PANELS	N/A	N/A	PD
179 GENESIS 2 SELECT	G25-36396	011192	PD
180 BOX OF MISCELLANEOUS CUT WIRES	N/A	N/A	PD
181 (9) WHEELER SIREN SPEAKER	N/A	N/A	PD
182 (10) SMALL SPEAKER	N/A	N/A	PD
183 LARGE ROLL OF CABLE	N/A	N/A	PD
184 MOTOROLA X2500 RADIO	527CWR1620	015742	PD
185 MOTOROLA X2500 RADIO	527CWR1591	015750	PD
186 MOTOROLA X2500 RADIO	PHCN4003A	N/A	PD
187 MOTOROLA X2500 RADIO	514CPD0475	N/A	PD
188 (4) LARGE HEAVY DUTY TIRES	N/A	N/A	PD
189 (2) SMALLER HEAVY DUTY TIRES	N/A	N/A	PD
190 SIERRA WIRELESS OMG 2000	H150515B056	N/A	PD
191 ZEBRA MOBILE PRINTER	XXRVJ152605254	011202	PD
192 (5) POLICE VEHICLE DIVIDER (FRONT)	N/A	N/A	PD
193 (5) POLICE VEHICLE DIVIDER (REAR)	N/A	N/A	PD
194 (4) PRO GUARD PLASTIC REAR SEAT	N/A	N/A	PD
195 BLACK SERVER RACKMOUNT	N/A	N/A	PD
196 BEIGE SERVER RACKMOUNT	N/A	N/A	PD
197 (4) BLACK TAHOE GUARD GRILL	N/A	N/A	PD
198 (5) LIND AUTOMOBILE ADAPTER	N/A	N/A	PD
199 (6) SMALL CAGE PIECES	N/A	N/A	PD
200 (2) BOXES OF LITTLE REFLECTOR LIGHTS	N/A	N/A	PD
201 (4) BOXES OF CUT CONNECTIONS/CONNECTORS	N/A	N/A	PD
202 (3) BOXES OF METAL BRACKETS	N/A	N/A	PD
203 (3) BLACK VEHICLE RADIO EQUIPMENT MOUNTS	N/A	N/A	PD
204 LARGE BOX FULL OF UNKNOWN ITEM OR ITEMS	N/A	N/A	PD
205 RAIL/CAGE	N/A	N/A	PD
206 MOTOROLA RADIO	N/A	N/A	PD
207 MISCELLANEOUS SCATTERED PIECES OF METAL AND PLASTIC	N/A	N/A	PD
208 SIERRA WIRELESS OMG 2000	H150515B0541	N/A	PD

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Machinery/Equipment	Identifier	Asset Tag No.	Department
209 SIERRA WIRELESS OMG 2000	H150515B0548	N/A	PD
210 Dell Keyboard	CN-0RH659-73571-85D-000A	N/A	Risk Management
211 Dell Monitor	CN-OGPS4V-74261-44Q-3J8U	N/A	Risk Management
212 TV Stand	N/A	N/A	Library
213 HPE PROLIANT GEN9 SERVER W/ LICENSE	MXQ62605Y6	011510	POLICE
214 IBM SERVER W/ LICENSE	KQ2E3ZP	N/A	POLICE
217 Optiplex 9020	5G1FS22	010798	MUNI. COURT
218 PALO ALTO NETWORK FIREWALL PA-220	12801170318	015928	POLICE
219 Desktop	N/A	N/A	POLICE
220 HP OFFICE 250 MOBILE PRINTER	TH07750DV	016076	POLICE
221 RECEIPT PRINTER	N/A	014618	POLICE
222 OPTIPLEX 9020	DY5QR12	010593	WATER DIST.
223 OPTIPLEX 9020	2KY322	010850	STREETS
224 Office Equipment,DC5850	SMLX0281JOS	008452	POLICE
225 Server	2VNWQD2	N/A	POLICE
226 Server	2VNVQD2	N/A	POLICE
227 OPTIPLEX 380	9HP1QL1	008218	MUNI. COURT
228 VOSTRO 460	9QZYQ1	009439	ADMISTRATION
229 OPTIPLEX 3050 MINI TOWER XCTO	4JW8XK2	013093	MEDC
230 OPTIPLEX 3010	GY66BY1	010178	UTILITY BILL
231 APC Smart UPS	N/A	N/A	POLICE
232 Disk Plublisher 4100	2120500857	N/A	POLICE
233 Office Equipment,Z210	2UA25004G7	009998	POLICE
234 Panasonic50" PLASMA	LA72560087	006961	POLICE
235 Sony TV 45"	N/A	N/A	POLICE
236 Sansui TV	65300904151	N/A	POLICE
237 Telephone Inter Conect ZR340	N/A	N/A	POLICE
238 SWITCH,PRO3	1121000344	008515	I.T.
239 Dell 5100 CM Printer	N/A	N/A	POLICE
240 OPTIPLEX 380	JGH1QL1	008835	WATER DIST.
241 COMPUTER,DEM 3100	HX99091	005698	I.T.
242 Unify APAC Pro	N/A	N/A	POLICE
243 LASERJET PRO PRINTER CP1525nw	CNBF262813	008630	POLICE
244 Disk Publisher 4100	2150700747	N/A	POLICE
245 ATIVA Paper Sheader	N/A	N/A	POLICE
246 DUAL SIDED PRINTER DTC4250E	6600503281	010498	POLICE
247 HP Comact 8200	S2UA123OV2W	008440	POLICE
248 HP Color Laser Jet Pro	N/A	N/A	POLICE
249 PRINTER,LASER JET PRO MFP	VNB8K2S17G	012370	POLICE
250 ELITE 8300	2UA3120QHK	009969	POLICE
251 Desktop Office Equipment,DC5850	SMLXL0271NBL	008462	POLICE
252 TRIPP LITE UPS SMART ONLINE	A92JKS2018J902JD13	015905	POLICE
253 Epson Projector	X3SH7101790	012375	POLICE
254 HP Color Laser Jet Pro	N/A	N/A	POLICE
255 HP Desklet1051	N/A	N/A	POLICE
256 Laser Jet Pro 200	N/A	N/A	POLICE
257 HP COMPAQ PRO 4300	2UA33918MX	010270	POLICE
258 HP PSC 1510 All in one	N/A	N/A	POLICE
259 MISC DISC	N/A	N/A	POLICE
260 HP Compact DX2400	2UA9100PCF	007851	POLICE
261 OPTIPLEX 380	85S29P1	009091	WATER DIST.
262 OPTIPLEX 9020	GJYT322	010870	PUBLIC WORKS
263 POLYCOM CONFERENCE PHONE	64167FB9932B	015631	POLICE

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Machinery/Equipment	Identifier	Asset Tag No.	Department
264 OPTIPLEX 9020	HLZLR12	010592	WATER DIST.
265 Optiplex	1RC3Y81	N/A	PUBLIC WORKS
266 Dell Power Edge	N/A	009250	MUNI. COURT
267 OPTIPLEX 9020	8MZLR12	010594	WATER DIST.
268 OPTIPLEX 3050	7PVQXK2	013043	FIRE
269 OPTIPLEX 9020	3CX2M02	010434	FINANCE
270 OPTIPLEX 3050	9Y4WCP2	014268	PLANNING
271 OPTIPLEX 3000	CTR8M2	013568	LIBRARY
272 OPTIPLEX 3000	CTSB9M2	013572	LIBRARY
273 OPTIPLEX 380	J4222Q1	009561	STREETS
274 HPZ400	2UA03706M6	N/A	POLICE
275 OPTIPLEX 9020	8TGKW12	010479	FINANCE
276 HP Pro 3130	N/A	N/A	POLICE
277 OPTIPLEX 3050	CXWXLR2	014389	FINANCE
278 OPTIPLEX 3050	9Y4TCP2	014270	PLANNING
279 OPTIPLEX 3070	CZYM513	015091	DRAINAGE
280 OPTIPLEX 3070	7FQGT13	015093	CITY SECRETA
281 OPTIPLEX 3050	C0PB5L2	014371	N.W.T.P.
282 OPTIPLEX 3020	HFGYV02	010555	LIBRARY
283 POWER EDGE T430	GXDGSD2	012043	MUNI. COURT
284 INTEL i5 LAPTOP	1DRRNY1	011255	N.W.T.P.
286 Toshiba	Z9104696K	N/A	POLICE
287 ACER LAPTOP,ASPIRE ONE	91101134316	007870	I.T.
290 Dell Laptop	G4XMSR1	N/A	POLICE
292 Laptop Panasonic	4JTYA38963	010655	POLICE
293 Laptop Panasonic	4JTYA39133	010658	POLICE
294 HP LASERJET ENTERPRISE LASER PRINTER	JPBDS13320	014289	POLICE
295 8TB DISK SPACE STORAGE CLOUD	WUBF27400028	013040	I.T.
296 Canon Printer Pixma	N/A	N/A	POLICE
297 Printer	N/A	N/A	POLICE
298 Office Jet Pro	CN64DDK0TT	N/A	POLICE
299 HPE Office Connect 1820 Switch	CN79GNZ0H0	N/A	POLICE
300 HPE SWITCH MOUNTABLE	CN50GMW2KS	011196	POLICE
301 HPE SWITCH MOUNTABLE	CN50GMW6HN	011194	POLICE
302 Switch HP	CN2292G0W8	N/A	POLICE
303 Black Box Switch	908/000	N/A	POLICE
304 Fire Boz Watch Guard M440	80D50273E051B	010650	POLICE
305 Hp Pro Curve Switch	CN133DP07V	N/A	POLICE
306 Cisco SF200	N/A	N/A	POLICE
308 HP18200/ 24G Switch	475048	N/A	POLICE
309 Pro Curve 2520 Switch	475044	N/A	POLICE
311 HP2530 Switch	475060	N/A	POLICE
312 Base Line Witch	475049	N/A	POLICE
313 Black Box Switch	908/002	N/A	POLICE
314 Pro Curve 1810 G Switch	475043	N/A	POLICE
315 Unify Switch	N/A	N/A	POLICE
316 HP 2520 G Switch	CN224JE0F0	N/A	POLICE
317 HPE SWITCH MOUNTABLE 182024G	CN50GMW2K	N/A	POLICE
318 Cloud Storage	13015224001	N/A	POLICE
319 TRIPP LITE UPS SMART ONLINE 2200VA	N/A	015920	POLICE
320 (9) Keyboards	N/A	N/A	POLICE
321 Epson Scanner	N/A	N/A	POLICE

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Machinery/Equipment	Identifier	Asset Tag No.	Department
322 HP ELITEDESK 800 G5 MINI DESKTOP	MXL0120MWV	015129	POLICE
323 (5) Motorola Ticket Writers	N/A	N/A	POLICE
324 Smart Stack Switch	1990985105300750	N/A	POLICE
325 Motorola Radio	N/A	N/A	POLICE
326 HP Elite Desk	N/A	N/A	POLICE
327 ALL-IN-ONE LASEJET PRINTER PRO	CNB7J56M84	011531	MUNI. COURT
328 Samsung Express Printer	N/A	N/A	POLICE
329 (2)Surveillance Camera	N/A	N/A	POLICE
330 Power Strip	N/A	N/A	POLICE
331 Headphones	N/A	N/A	POLICE
332 MSC Battery Charging Station	N/A	N/A	POLICE
333 LEVITON metal frame	N/A	N/A	POLICE
334 Microphone system	N/A	N/A	POLICE
335 HP Desk Jet 5650	N/A	N/A	POLICE
336 Hp Printer	PHDBB00400	N/A	POLICE
337 (25) Computer Monitors	N/A	N/A	POLICE
338 Audio Technica 2000 series	N/A	N/A	POLICE
339 Neck Worn Microphone	N/A	N/A	POLICE
340 Misc wires	N/A	N/A	POLICE
341 HP Printer Base	N/A	N/A	POLICE
342 Evolic Pebble 4	1000143679	N/A	POLICE
343 (2)Samsung Priner Toner 111S	N/A	N/A	POLICE
344 (10) Key Pads Replacements	N/A	N/A	POLICE
345 (800) blank DVDR printable disk	N/A	N/A	POLICE
346 (10) Desk Phones	N/A	N/A	POLICE
347 SCW Admiral	210235TG1JF211000112	N/A	POLICE
348 OPTIPLEX380	9HM1QL1	008211	MUNI. COURT
349 OPTIPLEX380	9HN1QL1	008212	Executive
350 OPTIPLEX380	9HL1QL1	008215	Planning
351 OPTIPLEX380	6JRJDQ1	009295	Planning
352 OPTIPLEX380	CTTDOR1	009568	Utility Bill
353 OPTIPLEX380	CTVFOR1	009578	I.T.
354 OPTIPLEX380	CTVLOR1	009580	Planning
355 OPTIPLEX380	CTSNOR1	009585	Utility Bill
356 OPTIPLEX9020	4LNRM22	010595	Water Dist.
357 OPTIPLEX9020	569X322	010790	MUNI. COURT
358 OPTIPLEX9020	5HLFS22	010792	MUNI. COURT
359 OPTIPLEX9020	6FZFSS22	010796	MUNI. COURT
360 OPTIPLEX9020	5G0PQ22	010797	MUNI. COURT
361 OPTIPLEX3010	5GBNQ22	010802	Civil Servic
362 OPTIPLEX3010	GY65BY1	010177	Utility Bill
363 OPTIPLEX3010	4BN0CZ1	010205	MUNI. COURT
364 OPTIPLEX3010	4BMZBZ1	010206	I.T.
365 OPTIPLEX3050	4M8CHK2	012477	Finance
366 OPTIPLEX3050	J6T6GK2	012492	Utility Bill
367 OPTIPLEX3050	J6T8GK2	012493	Utility Bill
368 OPTIPLEX3050	9Y2QCP2	014267	Planning
369 OPTIPLEX3050	9Y4VCP2	014271	Planning
370 KRONOS WORK CLOCK	00ELO26331	N/A	I.T.
371 (6) KRONOS WORK CLOCK	N/A	N/A	I.T.
372 KRONOS WORK CLOCK	R000083398	N/A	I.T.
373 SEAGATE DESKTOP HDD	ZA454D9	N/A	I.T.

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Machinery/Equipment	Identifier	Asset Tag No.	Department
374 SEAGATE DESKTOP HDD	ZA45HTHT	N/A	I.T.
375 SEAGATE BARRACUDA	Z6EA6K5Y	N/A	I.T.
376 SEAGATE BARRACUDA	Z6EA6K5T	N/A	I.T.
377 SEAGATE BARRACUDA	Z6E9ZN5M	N/A	I.T.
378 WD BLUE PC HARD DRIVE	WCC6ZRP14A8	N/A	I.T.
379 WD BLUE PC HARD DRIVE	WCC6Z7RP162C	N/A	I.T.
380 WD BLUE PC HARD DRIVE	WCC6Z7RP1R9Y	N/A	I.T.
381 WD BLUE PC HARD DRIVE	WCC6Z1LRD41J	N/A	I.T.
382 WD BLUE PC HARD DRIVE	WCC6Z2NFLSLX	N/A	I.T.
383 SANYO TV	N/A	N/A	I.T.
384 SUPER STACK SWITCH	7ZBVL1AA1819	N/A	I.T.
385 LTS SURVEILLANCE SYSTEM	84Q1801K5X00263	N/A	I.T.
386 SNOM M300 ROUTER	CHNFL08031800034	N/A	I.T.
387 (7) TEO OFFICE PHONES	N/A	N/A	I.T.
388 (6) LONG PODIUM MICROPHONES	N/A	N/A	I.T.
389 LENOVO THINKPAD	PFOC6RUD	011346	BGCM
390 LENOVO THINKPAD	PFOC89H0	011347	BGCM
391 DELL INSPIRON 1545	11V7DL1	008952	BGCM
392 ASUS LATOP	F3N0CJ065590912D	011059	PD
393 (3) KEYBOARD	N/A	N/A	I.T.
394 ACER ASPIRE ONE	US570B14691102ACB1601	007869	I.T.
395 PANASONIC TOUGHBOOK	7HTSA49649	N/A	I.T.
396 DELL LATITUDE	6N54ZQ1	N/A	I.T.
397 DELL LATITUDE	H44BVK1	N/A	I.T.
398 DELL LATITUDE	2YZ54HH2	012432	I.T.
399 DELL LATITUDE	75PJS1	N/A	I.T.
400 DELL LATITUDE	H7B12R1	N/A	I.T.
401 DELL LATITUDE	6HT2ZQ1	N/A	I.T.
402 SUPER CIRCUITS CCTV DVR	N/A	N/A	I.T.
403 SUPER STACK 2 SWITCH	KZB52	N/A	I.T.
404 BELLKIN OMNIVIEW PRO 3	1121000332	008516	I.T.
405 DELL POWEREDGE 2060	1H64M31	004176	Water Dist.
406 GATEWAY LAPTOP	T4C86A1003634	N/A	I.T.
407 ACER ASPIRE	LXPXE02198051126712000	N/A	I.T.
408 OPTIPLEX 380	6JRHDQ1	009296	Planning
409 BROTHER HL 2040	U61229B5J426739	N/A	I.T.
410 HP LASERJET P3005DN	888421	N/A	I.T.
411 STAR 1801 SPEAKER SYSTEM	N/A	N/A	I.T.
412 GEO EYE SERVER	MXQ821A670	N/A	I.T.
413 (4) COMPUTER MONITORS	N/A	N/A	I.T.
414 DELL POWEREDGE 2800	C059091	005785	I.T.
417 DELL POWEREDGE	BYXJXQ1	009563	I.T.
418 DELL POWEREDGE	C06FXQ1	009564	I.T.
419 DELL POWEREDGE	C06KXQ1	009565	I.T.
420 APC UPS	AS1318115168	N/A	I.T.
421 SMART ONLINE UPS	3002PLC0S719200243	N/A	I.T.
422 SMART ONLINE UPS	3002PLCPS719200243	N/A	I.T.
423 TRPLITE UPS	2535HY0SM82100078	011188	I.T.
424 OPTIPLEX GX620	98ZVKB1	N/A	I.T.
425 INSPIRON	JOYG822	N/A	I.T.
426 OPTIPLEX 3010	J9F1HX1	010038	Executive
427 HP LASERJET 1022	VNB3C33092	N/A	I.T.

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Machinery/Equipment	Identifier	Asset Tag No.	Department
428 ONE TOUCH 8650	N/A	N/A	I.T.
430 (2) BROTHER LASER PRINTER	N/A	N/A	I.T.
431 DELL MONITOR	N/A	009586	I.T.
432 OPTIPLEXGX620	FF5QR71	005307	Planning
433 OPTIPLEX330	GB58TG1	007311	Planning
434 OPTIPLEX9080	G69X322	010789	MUNI. COURT
435 OPTIPLEX3070	7FGDT13	015092	City Secreta
436 OPTIPLEX3070	7D3FT13	015095	City Secreta
437 CARPET	N/A	N/A	I.T.
438 COMPUTER MONITOR	2508544TA	003640	City Hall
439 COMPUTER MONITOR	2508548TA	003641	City Hall
440 COMPUTER MONITOR	2508532TA	003642	City Hall
441 COMPUTER MONITOR	2513696TA	003643	City Hall
442 COMPUTER MONITOR	208002384	003662	City Hall
443 COMPUTER MONITOR	208001859	003663	City Hall
444 COMPUTER MONITOR	2508547TA	003665	City Hall
445 (2) COMPUTER MONITOR	N/A	N/A	Finance
446 LARGE DRESSER DRAWER/DESK	RCI531573	N/A	Finance
447 (9) MID SIZE TABLE	N/A	N/A	Finance
448 LARGE WOOD TABLE / EXTENABLE REMOVABLE LEGS	N/A	005397	Health Dept.
449 LARGE WOOD TABLE / EXTENABLE REMOVABLE LEGS	N/A	005400	Health Dept.
450 (4) LARGE WOOD TABLE / EXTENABLE REMOVABLE LEGS	N/A	N/A	Finance
451 BLACKBERRY PHONE	A000002628498F	N/A	Finance
452 BLACKBERRY PHONE	A0000026284A23	N/A	Finance
453 BLACKBERRY PHONE	A0000025EEF69	N/A	Finance
454 BLACKBERRY PHONE	A0000026284A23	N/A	Finance
455 BLACKBERRY PHONE	A0000026284A79	N/A	Finance
456 BLACKBERRY PHONE	A0000026288CD	N/A	Finance
457 BLACKBERRY PHONE	A000002628A2C	N/A	Finance
458 BLACKBERRY PHONE	A000002628EFD	N/A	Finance
459 SAMSUNG FLAT SCREEN TV	N/A	N/A	Finance
460 (4) KEYBOARDS	N/A	N/A	Finance
461 (4) Mouses	N/A	N/A	Finance
462 (24) PADDED WOODEN CHAIR	N/A	N/A	Finance
463 (34) CLIP CASES	N/A	N/A	Finance
464 (15) WIDE CLIP CASES	N/A	N/A	Finance
465 (28) BLACK PHONE COVERS	N/A	N/A	Finance
466 (26) PLASTIC CLEAR FRONT/SCREEN COVERS	N/A	N/A	Finance
467 CASIO G'Z ONE RAVINE 2	140701321620	N/A	Finance
468 CASIO G'Z ONE RAVINE 2	140701322022	N/A	Finance
469 CASIO G'Z ONE RAVINE 2	14070321770	N/A	Finance
470 CASIO G'Z ONE RAVINE 2	140701321605	N/A	Finance
471 CASIO G'Z ONE RAVINE 2	14001321612	N/A	Finance
472 CASIO G'Z ONE RAVINE 2	140701321585	N/A	Finance
473 NOVATEL WIRELESS INTERNET/BROADBAND STICK	N/A	N/A	Finance
474 (1) SPRINT 4G MOBILE BROADBAND USB	N/A	N/A	Finance
475 GALAXY S	352335051161445	N/A	Finance
476 GALAXY S	3591960484778518	N/A	Finance
477 GALAXY S	352385050954501	N/A	Finance
478 GALAXY S	352385050947414	N/A	Finance
479 (7) GALAXY S	N/A	N/A	Finance
480 (108) TXT GRAVITY TXT	N/A	N/A	Finance

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Machinery/Equipment	Identifier	Asset Tag No.	Department
481 WENCH	N/A	N/A	PD
482 OKI MICROLINE 390 PRINTER	N/A	N/A	PD
483 REXEL JAM FREE PAPER SHREDDER	N/A	N/A	PD
484 TG COMPUTER MONITOR	17921511180	N/A	PD
485 GRAY ROLLING TABLE	N/A	N/A	PD
486 HAND SANATIZER METAL STAND/HOLDER	N/A	N/A	PD
488 DESK EXTENSION	N/A	N/A	PD
489 FIRE TIDE SURVIELLANCE SYSTEM/CAMERA	N/A	N/A	PD
490 CYBER GYM EQUIPMENT MACHINE	26940	001938	PD
491 MATRIX EXERCISE/CARDIO BIKE	EP612141012307	010883	PD
492 PACIFIC FITNESS MULTIPRESS	75582	001933	PD
493 HEALTH O METER MECHANICAL SCALE	532169	N/A	PD
494 PACIFIC FITNESS PRESS	75461	001934	PD
495 PACIFIC FITNESS PRESS	75685	001931	PD
496 PULL UP/ CHIN UP MACHINE	N/A	N/A	PD
497 STAR TRAC STANDING CALF PRESS	LAS1309-L14021020	010885	PD
498 WHITE PLASTIC DRAWERS	N/A	N/A	PD
499 MATRIX PULLING/ROWING BIKE	1095398	010881	PD
500 TOOLBOX	N/A	N/A	FIRE
501 PORTABLE DEFIBRILLATOR	N/A	N/A	FIRE
502 PORTABLE ASPIRATOR	N/A	N/A	FIRE
503 (25)LARGE HOSES	N/A	N/A	FIRE
504 RED RECLINER	N/A	006171	FIRE
505 RED RECLINER	N/A	006174	FIRE
506 RED RECLINER	N/A	006175	FIRE
507 RED RECLINER	N/A	006178	FIRE
508 RED RECLINER	N/A	007141	FIRE
509 RED RECLINER	N/A	007143	FIRE
510 RED RECLINER	N/A	007144	FIRE
511 RED RECLINER	N/A	009055	FIRE
512 RED RECLINER	N/A	009056	FIRE
513 RED RECLINER	N/A	009057	FIRE
514 (6) WATER COOLERS	N/A	N/A	FIRE
515 GENERAL ELECTRIC DRYER	N/A	009721	FIRE
516 AMERICANA STOVE	N/A	N/A	FIRE
517 HINESE 60" TV *(DAMAGED/BROKEN)*	75G20028MH01448	N/A	FIRE
518 HINESE 60" TV	75G20216MH001560	N/A	FIRE
519 HINESE 60" TV *(CRACKED SCREEN)*	75G20216MH00888	N/A	FIRE
520 RIGID SHOP VACCUM	N/A	N/A	FIRE
521 SHOP VACCUM	N/A	N/A	FIRE
522 OFFICE CHAIR	N/A	N/A	FIRE
523 (3) METAL FOOD ICE CHEST	N/A	N/A	FIRE
524 ORECK VACCUM CLEANER	N/A	N/A	FIRE
525 OLD TOSHIBA TV	N/A	N/A	FIRE
526 CANON PIXMA IP8500	FCFW14576	005532	FIRE PREVENT
527 CANON PIXMA IP8500	FCFW14581	005533	FIRE PREVENT
528 CANON PIXMA IP8500	FCFW14578	005534	FIRE PREVENT
529 CANON PIXMA IP8500	FCFW14574	005535	FIRE PREVENT
530 CANON PIXMA IP8500	FCFW14585	005536	FIRE PREVENT
531 CANON PIXMA IP8500	FCFW14570	005537	FIRE PREVENT
532 Q RAE II	181-115052	009127	FIRE
533 Q RAE II	181-115044	009128	FIRE

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Machinery/Equipment	Identifier	Asset Tag No.	Department
534 Q RAE II	181-115226	009133	FIRE
535 Q RAE II	181-115335	009134	FIRE
536 Q RAE II	181-115281	009135	FIRE
537 Q RAE II	181-115117	009136	FIRE
538 Q RAE II	181-115028	009137	FIRE
539 OFFICE CHAIR	14472680	006654	FIRE
541 (25) DINING CHAIRS	N/A	N/A	FIRE
542 LIFECORE FITNESS MACHINE	N/A	N/A	FIRE
543 SMALL WATER PUMP	54086	005020	FIRE
544 SMALL WATER PUMP	77123	005285	FIRE
545 SMALL WATER PUMP	N/A	N/A	FIRE
546 WHIRLPOOL WASHER	N/A	011326	FIRE
547 DESIGN JET 1050 C	ESA9620112	000459	FIRE
548 HP DESKJET	N/A	N/A	FIRE
549 GE MICROWAVE	N/A	N/A	FIRE
550 TOSHIBA TV	N/A	N/A	FIRE
551 GE MICROWAVE	N/A	N/A	FIRE
552 (30) VACUAIDE SUCTION UNITS	N/A	N/A	FIRE
553 RYOBI BP42 BACK AIRBLOWER	N/A	N/A	FIRE
554 (5) Large Hoses	N/A	N/A	FIRE
555 (3) BLACK AND DECKER TOOLKIT	N/A	N/A	FIRE
556 SMALL CIRCULAR REVOLVING TABLE	N/A	N/A	FIRE
557 (12) FIRE EXTINGUISHERS	N/A	N/A	FIRE
558 OLD ORION TV	N/A	N/A	FIRE
559 (5) PORTABLE DEFIBRILATORS	N/A	N/A	FIRE
560 PRESSURE VENTILATION BLOWER	N/A	N/A	FIRE
561 BRIGGS AND STRATTON SMALL GAS ENGINE	N/A	N/A	FIRE
562 HONDA ES 5000S GENERATOR	N/A	N/A	FIRE
563 TITAN INDUSTRIAL AIR COMPRESSOR	N/A	N/A	FIRE
564 SILVERADO TAILGATE	N/A	N/A	FIRE
565 SPREADER	N/A	N/A	FIRE
566 CUTTER	N/A	N/A	FIRE
567 OLD PAPER SHREDDER	N/A	N/A	FIRE
568 BEIGE SOFA	N/A	N/A	FIRE
569 BROWN SOFA	N/A	N/A	FIRE
571 MONSTERS INC VHS TAPE	N/A	N/A	FIRE
572 WATERBOY VHS TAPE	N/A	N/A	FIRE
573 (4) BLUE OFFICE CHAIRS	N/A	N/A	FIRE
574 PORTLAND 3 IN 1 AIR BLOWER	369951727	N/A	FIRE
575 BROWN WOODEN TV STAND/ DRESSER DRAWER	RCI475086	N/A	FIRE
576 TWIN BED MATTRESS	N/A	N/A	FIRE
577 GREY DESK	N/A	N/A	FIRE
578 BROWN LEATHER OFFICE CHAIR	7561	006643	FIRE
579 BROWN LEATHER OFFICE CHAIR	N/A	N/A	FIRE
580 (4) CHAIR	N/A	N/A	FIRE
581 FIREMEN BOOTS	N/A	N/A	FIRE



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph I Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna

NATURE OF REQUEST:

On January 5, 2024, staff received a request by Bruno M. Castillo president of Union Design Developers, LP to have the City Council consider allowing him to establish a development bond for the Anzalduas Industrial Park Ph I Subdivision to enable the recording process of the subdivision without having all the infrastructure completed. The sole purpose of getting the plat recorded is for the sale of lots. Mr. Castillo is also requesting the City’s participation in sharing 1/3 of the cost of the improvements totaling \$284,229.86 thru TIRZ Board. If request is approved, Mr. Castillo would be submitting the remaining balance.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Staff is seeking direction.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



January 5, 2024

Mr. Randy Perez, CPM, MPA,
City of Mission / City Manager
1201 E. 8th Street
Mission, TX 78572

Dear Mr. Perez,

I am writing to request establishing a development bond for the Industrial Park at Anzalduas Phase I Subdivision Improvements. This will enable the recording process of the subdivision without having all the infrastructure completed.

Enclosed, you will find a comprehensive construction cost estimate outlining the improvements for this project. The total construction estimate is **\$852,689.59**

Thank you for your attention to this matter. I am eager to work together to enhance our city's infrastructure and make Mission an even better place to live.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Bruno Maximiliano Castillo", is written over a horizontal line.

Bruno Maximiliano Castillo, President
Union Design Developers

SOUTH TEXAS INFRASTRUCTURE GROUP

FIRM REG. No. F-15000
 CIVIL ENGINEERING

PHONE; (956) 424-3335 FAX: (956) 583-7116

DATE PREPARED: OCTOBER 12, 2023	SHEET 1 OF 3
PROJECT: ANZALDUAS INDUSTRIAL PARK PH I	PROJECT STATUS
LOCATION: MISSION, TEXAS	
CLIENT: UNION DESIGN DEVELOPERS	
DESCRIPTION: PRICING SCHEDULE	
BY: VICTOR TREVINO, P.E.	
	<input type="checkbox"/> NO DESIGN COMPLETE <input type="checkbox"/> PRELIMINARY DESIGN <input checked="" type="checkbox"/> FINAL DESIGN

ITEM	DESCRIPTION	TOTAL
1	WATER DISTRIBUTION SYSTEM	\$212,029.70
2	SANITARY SEWER COLLECTION SYSTEM	\$69,875.44
3	STREET IMPROVEMENTS	\$393,567.07
4	DRAINAGE IMPROVEMENTS	\$156,205.08
5	STORM WATER POLLUTION PREVENTION PLAN	\$21,012.30
TOTAL:		\$852,689.59

Notes: This is an Engineer's Opinion of probable cost of construction and fees.
 These costs are subject to change when further design is completed.
 Rollback Taxes and Easement Acquisition Fees are not part of this estimate.

SOUTH TEXAS INFRASTRUCTURE GROUP

FIRM REG. No. F-15000

CIVIL ENGINEERING

PHONE; (956) 424-3335 FAX: (956) 583-7116

DATE PREPARED: OCTOBER 12, 2023	SHEET 2 OF 3
PROJECT: ANZALDUAS INDUSTRIAL PARK PH I	PROJECT STATUS <input type="checkbox"/> NO DESIGN COMPLETE <input type="checkbox"/> PRELIMINARY DESIGN <input checked="" type="checkbox"/> FINAL DESIGN
LOCATION: MISSION, TEXAS	
CLIENT: UNION DESIGN DEVELOPERS	
DESCRIPTION: PRICING SCHEDULE	
BY: VICTOR TREVINO, P.E.	

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	WATER DISTRIBUTION SYSTEM				
	8 IN PVC C-900 (DR 25)	LF	3009	\$43.80	\$131,794.20
	CONNECT TO EXIST. WATERLINE	EA	2	\$5,775.00	\$11,550.00
	16" GATE VALVE WITH BOX ASSEMBLY	EA	1	\$4,675.00	\$4,675.00
	8" GATE VALVE WITH BOX ASSEMBLY	EA	3	\$2,964.50	\$8,893.50
	90 ELBOW	EA	2	\$1,000.00	\$2,000.00
	16 IN X 8 IN MJ TEE	EA	2	\$4,000.00	\$8,000.00
	FIRE HYDRANT ASSEMBLY	EA	3	\$7,500.00	\$22,500.00
	2 IN SERVICE CONN. SHORT SINGLE	EA	3	\$1,500.00	\$4,500.00
	16" STEEL CASING	LF	122	\$148.50	\$18,117.00
				SUBTOTAL:	\$212,029.70
2	SANITARY SEWER COLLECTION SYSTEM				
	8 IN PVC (SDR-35)	LF	887	\$45.60	\$40,465.44
	4 IN SEWER SERVICE LONG SINGLE	EA	3	\$1,170.00	\$3,510.00
	48" SAN-SEWER MH	EA	3	\$7,800.00	\$23,400.00
	CONN. TO EXISTING SANITARY SEWER	EA	1	\$2,500.00	\$2,500.00
				SUBTOTAL:	\$69,875.44
3	STREET IMPROVEMENTS				
	3 IN HMAC (TY D)	SY	4,979	\$31.10	\$154,845.52
	12 IN FLEX BASE (CALICHE)	SY	5,531	\$17.84	\$98,651.54
	6 IN LIME SUBGRADE PREP	SY	5,531	\$3.84	\$21,212.07
	EXCAVATION AND GRADING	SY	5,531	\$3.30	\$18,252.89
	LIME STABILIZATION LABOR (DEPENDING ON RESULTS)	SY	5,531	\$3.00	\$16,593.53
	LIME MATERIAL (3%) (DEPENDING ON LAB RESULTS)	TON	69	\$354.00	\$24,495.04
	CURB & GUTTER 18 IN	LF	2,346	\$16.19	\$37,975.88
	HANDICAP RAMPS	EA	2	\$1,125.00	\$2,250.00
	REMOVE STAB BASE & ASPHALT PAVEMENT 0-6"	SY	1718	\$2.70	\$4,638.60
	VALLEY GUTTER 6 FT	LF	132	\$111.00	\$14,652.00
				SUBTOTAL:	\$393,567.07

SOUTH TEXAS INFRASTRUCTURE GROUP

FIRM REG. No. F-15000
CIVIL ENGINEERING

PHONE; (956) 424-3335 FAX: (956) 583-7116

DATE PREPARED: OCTOBER 12, 2023	SHEET 3 OF 3
PROJECT: ANZALDUAS INDUSTRIAL PARK PH I	PROJECT STATUS
LOCATION: MISSION, TEXAS	
CLIENT: UNION DESIGN DEVELOPERS	
DESCRIPTION: PRICING SCHEDULE	
BY: VICTOR TREVINO, P.E.	
	<input type="checkbox"/> NO DESIGN COMPLETE <input type="checkbox"/> PRELIMINARY DESIGN <input checked="" type="checkbox"/> FINAL DESIGN

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
4	DRAINAGE IMPROVEMENTS				
	24 IN. RCP CL III (RUBBER GASKET)	LF	64.0	\$82.50	\$5,280.00
	30 IN. RCP CL III (RUBBER GASKET)	LF	386.0	\$117.50	\$45,355.00
	36 IN. RCP CL III (RUBBER GASKET)	LF	297.0	\$182.50	\$54,202.50
	CURB INLET TY A	EA	4	\$6,675.00	\$26,700.00
	DISCHARGE STRUCTURE	EA	1	\$9,750.00	\$9,750.00
	EXCAVATION FOR REMAINING VOLUME FROM BRYAN RD	CY	579	\$8.93	\$5,167.58
	48 IN STORM MH	EA	1	\$9,750.00	\$9,750.00
				SUBTOTAL:	\$156,205.08
5	STORM WATER POLLUTION PREVENTION PLAN				
	CONSTRUCTION ENTRENCE INSTALL (50' X 20')	EA	2	\$2,160.00	\$4,320.00
	FILTER FABRIC FENCE INSTALL	LF	4,157	\$3.90	\$16,212.30
	CONTROL LOG INSTALL WITH SAND BAGS	EA	4	\$120.00	\$480.00
				SUBTOTAL:	\$21,012.30

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
AMENDING ORDINANCE 5236 REGARDING ELECTIONEERING
WITHIN CITY PROPERTY, PROVIDING FOR COMPLIANCE
AND SETTING A FINE FOR VIOLATION THEREOF**

WHEREAS, The City Council of the City of Mission, Texas recognizes the importance of a citizen's right to vote in elections within the City as guaranteed by the United States Constitution; and,

WHEREAS, The City of Mission observed that electioneering creates traffic congestion and public traffic safety hazards by such campaign people approaching moving vehicles within the public streets and various parking lots and further observed the placement of excessive campaign signs created an obstruction for the citizens and created a traffic hazard; and

WHEREAS, The City of Mission desires the process to be as pleasant as possible to its voting public; and in particular, establishing an amicable electioneering atmosphere near the City's official polling place(s); and,

WHEREAS, The City of Mission recognizes and respects the provisions of the State of Texas' Election Code, Title 6 (Conduct of Elections), Chapter 61 (Conduct of Voting Generally), Subchapter A (General Provisions); in particular Sec. 61.003 (1)(2)(a-1) that legislatively allows municipalities to "enact reasonable regulations concerning the time, place, and manner of electioneering." In this regard, the following measures will hereafter be enacted with the intent of having respectful and professional electioneering conduct.

WHEREAS, The City Council of the Mission does hereby set policy to regulate the time, place and manner of electioneering at City owned property during any election period

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

Section 1. Electioneering, defined as any activity that it intended to promote (A) the election of any candidate for public office or (B) the adoption or rejection of a proposition that is or is anticipated to be on an election ballot.

Section 2. The City of Mission will allow each candidate or Political Action Committee (PAC's for the purpose of financing independent expenditures and other independent political activity) the placement of one political sign, no larger than four feet by eight feet (4ft x 8ft) on designated areas of City owned property during Early Voting and Election day period. Feather flags are allowed if attached to canopy or are hand held. No feather flags will be placed on the ground.

Section 3. One (10 x 10) canopy may be placed per candidate or PAC at the early voting and Election Day locations no earlier than 12 noon before the start of voting. The City is not responsible for any lost or stolen items left overnight. No tents larger than (10 x 10) will be allowed at any city owned property during the Early Voting and Election day period.

Section 4. The City of Mission will not allow any type of BBQ pits (trailer or self-standing, flat top grill or gas grills), tractor trailers, banners, use of loudspeakers, microphones, megaphone, amplified devices, or any other activity not defined as “electioneering” on City owned property at any time before, during, or after the Early Voting Period and the Voting Period. Prepared food and beverages such as water or drink that does not contain alcohol are allowed.

Section 5. Should there be a perceived violation, the City of Mission will inform the person of the proper code of electioneering conduct. If the violation persists, the violator shall be subject to a fine not to exceed \$500 per occurrence.

Section 6. The electioneering policies shall be enforced in close coordination with the City of Mission Code Enforcement Department by the City Secretary’s Office and the City Manager’s office, or other staff as may be assigned by them.

Section 7. It is apparent that not all electioneering issues can be documented since there is a overabundance of electioneering variables to factor-in. Therefore, the City Manager’s Office shall be delegated the authority to use his/her understanding and knowledge, as well as consult as often as necessary with the City Attorney’s Office, to resolve all matters or conduct that may challenge the electioneering policies shown herein.

Section 8. This Ordinance shall be published in a newspaper of general circulation that serves the City of Mission, Texas and shall be enforceable thereafter.

READ, DISCUSSED, AND APPROVED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Victor Flores, City Attorney

AGENDA ITEM: Approval on Second Reading of Resolution #_____ of the City of Mission, ordering and calling a Charter Election on proposed charter amendments, during General Election on May 4, 2024, and other matters relating to said election. - V. Flores

NATURE OF REQUEST:

Second and Final Reading and Adoption of the Charter Election Ballot Provisions and the calling/ordering of said special election. January 22, 2024 was the First Public Hearing on the Proposed Charter Amendments.

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: CRC Approval

City Manager's Recommendation: Approval *RP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION NO. _____

A RESOLUTION ORDERING AND CALLING A CHARTER ELECTION ON PROPOSED AMENDMENTS, DURING THE GENERAL ELECTION IN MISSION, TEXAS TO BE HELD ON MAY 4, 2024, AND OTHER MATTERS RELATING TO SAID ELECTION.

WHEREAS, the Mission City Charter was adopted by election in 1961, creating the first home-rule charter; and

WHEREAS, the Mission City Charter has only been amended previously on January 17, 1987 and May 10, 2008; and

WHEREAS, on or about September 25, 2023, the Mission City Council established a Charter Review Committee, charged with considering and making recommendations to the City Council, including but not limited to technical and other updated amendments; and

WHEREAS, the Charter Review Committee convened several times throughout the remainder of 2023 and finally presented its Committee Report to the Mission City Council on January 8, 2024 during a City Council Workshop; and

WHEREAS, on January 22, 2024, during a public hearing, the Mission City Council conducted a First Reading on the Mission Charter Propositions to be placed on the Election Ballot; and

WHEREAS, on February 12, 2024, during another public hearing, the Mission City Council conducted a Second and Final Reading on the Mission Charter Propositions to be placed on the Election Ballot; and

WHEREAS, the Mission City Council desires to submit the hereinafter set forth amendments to said Charter to the electorate of the City of Mission; and

WHEREAS, pursuant to the requirement of Article 3 of the Charter of the City of Mission an election is to be called to be held in the City of Mission, Texas, on the fourth (4) of May, 2024, for the purpose of electing Councilmembers for Places Two and Four for the City of Mission, Texas (hereinafter called "General Election"); and

WHEREAS, the Mission City Council deems it efficient and expedient to submit the proposed amendments to the existing Mission City Charter to its voters on the General Election date, as stated above.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS:

In compliance with the Mission City Charter and in accordance with the Constitution and laws of the State of Texas, the City Council hereby orders that a special election, hereinafter, "election" be held in conjunction with the General Election on May 4, 2024, between the hours of 7:00 AM and 7:00 PM, which is within the time prescribed by law, at the places designated for the General Election, for the purpose of submitting to the qualified voters of the City of

Mission, for adoption or rejection, the proposed amendments as shown in detail in Exhibit “A” to the existing Mission City Charter.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF MISSION:

SECTION 1. PROPOSITIONS: The official ballots to be used in said election shall be prepared in accordance with the Texas Elections Code, and shall have printed thereon the following PROPOSITIONS to be expressed substantially as follows:

MISSION PROPOSITION A

Shall Section 1.01 of the City Charter be amended to provide that the provisions of the charter shall be construed liberally to favor the City of Mission?

FOR []
AGAINST []

MISSION PROPOSITION B

Shall Article 1 of the City Charter be amended to simplify the provisions relating to expansion and contraction of the city’s boundaries by deleting Sections 1.03 through 1.06, providing that the procedures for annexation are to be conducted according to the provisions of state law, and renumbering the remaining sections?

FOR []
AGAINST []

MISSION PROPOSITION C

Shall Section 2.01 of the City Charter be amended to simplify the enumeration of the city’s powers and to provide that it will have the power of local government to the fullest extent permitted by law?

FOR []
AGAINST []

MISSION PROPOSITION D

Shall Section 3.01.C of the City Charter be amended to provide, to the extent permitted by law, that the regular municipal elections for the City of Mission to elect a Mayor and/or member of City Council shall be held during the November uniform election date?

FOR []
AGAINST []

MISSION PROPOSITION E

Shall Section 3.01.H of the City Charter be amended to establish a term limit for the office of mayor of three (3) four-year terms?

FOR []
AGAINST []

MISSION PROPOSITION F

Shall Section 3.06 of the City Charter be amended to revise the process for filling vacancies on the city council to be consistent with the requirements of the Texas Constitution?

FOR []
AGAINST []

MISSION PROPOSITION G

Shall Section 3.09 of the City Charter be amended to provide meetings of the city council must be conducted in accordance with the Texas Open Meetings Act?

FOR []
AGAINST []

MISSION PROPOSITION H

Shall Section 3.11 of the City Charter be amended to revise the process for publishing city ordinances to also include other means as allowed by state law?

FOR []
AGAINST []

MISSION PROPOSITION I

Shall Section 3.14 of the City Charter be amended to provide that audits of the city's books and accounts are to be filed with the City Secretary?

FOR []
AGAINST []

MISSION PROPOSITION J

Shall Section 3.14 of the City Charter be amended to remove the requirement that the city’s semiannual simplified financial report be published in a local newspaper?

FOR []
AGAINST []

MISSION PROPOSITION K

Shall Section 3.15 of the City Charter be added to establish the position of internal auditor?

FOR []
AGAINST []

MISSION PROPOSITION L

Shall Sections 4.02 and 4.08 of the City Charter be amended to clarify that the chief of police and the fire chief are appointed by and responsible to the city manager and revising the existing language so that the sections relating to the fire and police departments are consistent?

FOR []
AGAINST []

MISSION PROPOSITION M

Shall Section 4.05.B of the City Charter be amended to remove the requirement that Mission Municipal court judges be qualified voters of the City of Mission?

FOR []
AGAINST []

MISSION PROPOSITION N

Shall Section 4.05.B of the City Charter be amended to remove the requirement that the City Secretary or an assistant City Secretary be ex officio clerk of the municipal court?

FOR []
AGAINST []

MISSION PROPOSITION O

Shall various sections of the City Charter, including Section 4.05 (terms of municipal law judges), Section 5.01 (conduct of elections), Section 9.18 (appraisal and rendition of property), Section 11.02 (financial interest in transactions with the city) and Section 11.03 (drilling operations in the city), to define the city’s responsibilities and limitations in terms of the controlling state statute?

FOR []
AGAINST []

MISSION PROPOSITION P

Shall Section 4.06 of the City Charter be amended to define the duties of the city attorney and provide guidelines to limit the use of outside counsel?

FOR []
AGAINST []

MISSION PROPOSITION Q

Shall Section 4.09 of the City Charter be amended to remove Council’s authority to combine the city’s Police and Fire Departments into one (1) department?

FOR []
AGAINST []

MISSION PROPOSITION R

Shall the City Charter be amended by revising Section 5.03 to set out the qualifications and procedures for candidates filing to run for the office of mayor or councilmember, deleting Section 5.04 (official ballot), Section 5.05 (laws governing city elections), and Section 5.06 (canvassing elections) as matters governed by state statute, and renumbering the remaining section in article 5 accordingly?

FOR []
AGAINST []

MISSION PROPOSITION S

Shall the City Charter be amended by revising various sections of Article 7 to clarify the procedure for calling an initiative or referendum election where an ordinance is sought to be adopted or repealed pursuant to a citizen petition including making clear that the power of referendum does not extend ordinances appropriating money, to clarify the rule for interpreting inconsistent ordinances adopted at the same election, to change the period during which an initiated ordinance may not be amended or repealed by the city council to two rather than four years, and to conform publication standards to those set out in state law?

FOR []
AGAINST []

MISSION PROPOSITION T

Shall Section 8.01 of the City Charter be amended to define the authority of the Planning and Zoning Commission to advise the City Council on zoning matters and to provide that the City of Mission and its Planning and Zoning Commission shall have authority of planning and zoning and of subdivision and platting of land to the full extent permitted by the Constitution and laws of the State of Texas.

FOR []
AGAINST []

MISSION PROPOSITION U

Shall Article 9 of the City Charter be amended to clarify the time by which the city manager is to present a proposed budget, to clarify the time and place of a public hearing on the budget, to delete the requirement that the annual budget include a contingency appropriation of up to three percent of the total budget, to clarify that the estimated expenditures in the budget shall not exceed estimated revenues, to provide for public availability of copies of the budget, to conform the subject of and procedures for taxation to the requirements of the State of Texas Property Tax Code, and to make non-substantive typographic changes. (§§ 9.02, 9.07, 9.11, 9.13, 9.14, 9.18, and 9.22)

FOR []
AGAINST []

MISSION PROPOSITION V

Shall the City Charter be amended to delete Section 9.16 relating to a City Department of Taxation and Section 9.19 authorizing the establishment of a joint tax office by joining with other taxing entities?

FOR []
AGAINST []

MISSION PROPOSITION W

Shall the City Charter be amended to delete the requirement that a city treasurer be appointed?

FOR []
AGAINST []

MISSION PROPOSITION X

Shall the City Charter be amended to delete the requirement that a City Health Officer be appointed?

FOR []
AGAINST []

SECTION 2: Said election shall be conducted and held in accordance with the Charter of the City of Mission and the laws of the State of Texas and with a voting system certified by the Texas Secretary of State.

SECTION 3: BILINGUAL ELECTION MATERIALS: All election materials (including notice of the election, ballots, instructions cards, affidavits, and other forms which voters may be required to sign) and all early and later voting materials shall be printed in both English and Spanish, or Spanish translation thereof, and/or other assistance shall be provided, as required by the Texas Elections Code and by all federal requirements as required by applicable state and federal laws, each as amended.

SECTION 4: QUALIFIED VOTERS: Only duly qualified voters of the City of Mission determined to be eligible to vote in the General Election shall be permitted to vote in this election, and the ballots and manner of holding such election shall be governed by the law governing other general elections, except where otherwise provided by the Constitution, statutes, and the Mission City Charter.

SECTION 5: EARLY VOTING: Early voting by personal appearance will be conducted by the County of Hidalgo Elections Administrator and will be held at the following locations and times (times may be amended pending consensus from all entities):

- Mission Parks & Recreation Conference Room, 721 N. Bryan Road

- Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road
 - Monday, April 22, 2024 – 7 a.m. – 7 p.m.
 - Tuesday, April 23, 2024 – 7 a.m. – 7 p.m.
 - Wednesday, April 24, 2024 – 7 a.m. – 7 p.m.
 - Thursday, April 25, 2024 – 7 a.m. – 7 p.m.
 - Friday, April 26, 2024 – 7 a.m. – 7 p.m.
 - Saturday, April 27, 2024 – 7 a.m. – 7 p.m.
 - Monday, April 29, 2024 – 7 a.m. – 7 p.m.
 - Tuesday, April 30, 2024 – 7 a.m. 7 p.m.

Every qualified voter who desires to cast an early vote and expects to be absent on the day of said election, or is otherwise entitled to vote early under the provisions of the applicable statutes of the State of Texas, shall upon proper application be entitled to an official ballot and the right to cast such ballot in accordance with the early voting laws of the State of Texas, particularly Title 7, Texas Election Code.

Applications for early ballots to be voted by mail shall be made to Early Voting Clerk, Hilda Salinas Elections Administrator, P.O. Box 659, 213 S. Closner, Edinburg, TX 78540-0659 or her designated assistant who shall conduct the early voting in said election in the manner prescribed by the applicable statutes of the State of Texas. The period for accepting applications for early ballots to be voted by mail for the General Election is hereby scheduled through April 23, 2024.

SECTION 6: ELECTION DAY: The polls will be open Election Day from 7:00 a.m. – 7:00 p.m. on Saturday, May 4, 2024 at the following locations:

- Mission Parks & Recreation, 721 N. Bryan Road
- Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road
- Mission High School Neuhaus Gym, 1802 W. 18th (Cleo Dawson)

SECTION 7: NOTICE: The City Secretary is hereby directed to give notice of said election by posting said notice at the City Hall and to give notice by publication and otherwise as required by law.

SECTION 8: EFFECTIVE DATE: This Resolution shall become effective immediately upon its adoption.

INTRODUCED at a **PUBLIC HEARING AND PASSED** by City Council on **FIRST READING** on the 22nd day of January, 2024.

PASSED, APPROVED and **ADOPTED** by City Council on **SECOND AND FINAL READING** on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

Victor A. Flores, City Attorney

PART I
HOME RULE CHARTER¹

PREAMBLE

We, the citizens of Mission, Texas, in order to establish a home rule municipal government, provide for the future progress of our City and obtain more fully the benefits of local self-government, do hereby adopt this home rule Charter in accordance with the Constitution and Statutes of the State of Texas; and do hereby declare the residents of the City of Mission in Hidalgo County, Texas, living within the legally established boundaries of the said City, to be a political subdivision of the State of Texas, incorporated forever under the name and style of the "City of Mission" with such powers, rights and duties as are herein provided.

ARTICLE 1. FORM OF GOVERNMENT AND BOUNDARIES

Section 1.01. Form of government.

The municipal government provided by this Charter shall be known as the "Council-Manager Government." Pursuant to its provisions and subject only to the limitations imposed by the state constitution, the statutes of this state and by this Charter, all powers of the City shall be vested in an elective council, hereinafter referred to as the "City Council" which shall enact local legislation, adopt budgets, determine policies and appoint the City Manager, who in turn shall execute the laws and administer the government of the City. All powers of the City shall be exercised in the manner prescribed by this Charter, or if the manner be not prescribed in such manner as may be prescribed by ordinance, the state constitution or the statutes of the state.

[The powers of the City of Mission under this Charter shall be construed liberally in favor of the City, and the specific mention of a particular general powers in the Charter shall not be construed as limiting in any way the general powers stated herein.](#)

State law reference(s)—Home rule cities, V.T.C.A., Local Government Code § 5.003.

Section 1.02. Boundaries.

The boundaries of the City of Mission shall be the same as they have heretofore been established and as they existed on the first day of August, 1961, which boundaries are more fully set out on an official map, and described by metes and bounds in a document titled "Boundaries of the Corporate Limits of the City of Mission,

¹Editor's note(s)—Printed herein is the city's Home Rule Charter, as adopted at an election held on August 29, 1961. The original arrangement, article and section numbers and catchlines have been retained. Amendments to this Charter are indicated by history notes in parentheses following the amended section. The absence of a history note indicates that the provision is unchanged from the original Charter. For stylistic purposes, a uniform system of headings, catchlines and citation to state statutes has been used. Material added by the editor for clarity has been included in brackets; obvious misspellings have been corrected without notation.

State law reference(s)—Adoption, amendment, etc., of Home Rule Charters, V.T.C.A., Local Government Code § 9.001 et seq.

Hidalgo County, Texas" being Ordinance No. 465 filed in the City Hall of the City of Mission, Texas, and as such boundaries have thereafter been, or shall hereafter be, lawfully amended through annexation or otherwise.

(Amended 1-17-1987)

Section 1.03. Extension of Boundaries.

The City Council shall have the power, by ordinance, to fix the boundary limits of the City of Mission; and to provide for the alteration and extension of said boundary limits, and the annexation of additional territory lying adjacent to the City, with or without the consent of the territory and inhabitants annexed. The City's power of annexation shall be conducted in accordance with applicable state law or ordinance.

Section 1.04. Contraction of Boundaries.

Whenever there exists within the corporate limits of the City of Mission any territory not suitable or necessary for City purposes, the City Council may, upon a petition signed by a majority of the qualified voters residing in such territory if the same be inhabited, or without any such petition if the same be uninhabited, by ordinance duly passed, discontinue said territory as part of said City; said petition and ordinance shall specify accurately the metes and bounds of the territory sought to be eliminated from the City and shall contain a plat designating such territory so that the same can be definitely ascertained; and when said ordinance has been duly passed the same shall be entered upon the minutes and records of said City, but said territory shall still be liable for its pro rata share of any debts incurred while said area was a part of said City, and the City shall continue to levy, assess and collect taxes on the property within said territory to pay the indebtedness incurred while said area was a part of the City as though the same had not been excluded from the boundaries of the City.

~~Section 1.03. Extension of city limits upon petition.~~

~~The boundaries and limits of the City of Mission, as now or hereafter existing, may be extended so as to include within the corporate limits of said city, any territory or several areas adjoining such limits as then existing, whenever a majority of the inhabitants within such territory, area or areas, qualified to vote for members of the State Legislature, shall petition the City Council, in writing, to become a part of said City and attach to said petition the affidavit of one (1) or more of their number to the effect that said petition is signed by a majority of such qualified voters; and thereupon the City Council, at any regular session held not sooner than ten (10) days after the presentation of such petition, may, by ordinance, annex such territory, area or several areas to the City of Mission, and thenceforth the said territory, area or several areas so annexed shall be a part of the City of Mission, and the inhabitants thereof shall be entitled to all rights and privileges of other citizens and shall be bound by the acts, ordinances, resolutions and regulations of the said City made in conformity thereto and passed in pursuance of this Charter, or any amendment thereof.~~

~~State law reference(s)—Annexations, V.T.C.A., Local Government Code § 43.021 et seq.~~

~~Section 1.04. Extended city limits by action of city council.~~

~~The City Council shall have the authority and power to, by ordinance, fix the boundary limits of the City of Mission, and to provide for the extension of said boundary limits and the annexation of additional territory lying adjacent to said City, with or without the consent of the inhabitants of the territory annexed: Provided, that upon the introduction of any such ordinance and before final passage thereof, there shall have been given the notice thereof and the hearing thereon provided in the next succeeding section hereof. When said ordinance is finally passed, the said territory so annexed shall be a part of the City of Mission and the inhabitants shall be bound by the acts, ordinances, resolutions and regulations of said City made in conformity thereto and passed in pursuance of the Charter, or any amendment thereof.~~

Section 1.05. Notice and hearing on extension of boundaries.

Before enacting the ordinance provided and referred to in either of the preceding sections numbered 1.03 and 1.04, the City Council shall hold a public hearing after notice thereof given by publication in one (1) issue of some newspaper of general circulation within the City of Mission, Texas, at least ten (10) days prior to the date set for such hearing, setting forth therein the territory, area, or several areas proposed to be brought within the City limits (at which hearing the inhabitants of such territory, area or areas, and the owners of property within the same, may in person or by counsel offer evidence and present their views in favor of or against such inclusion, in addition to the presentation of evidence for or against the same on the part of the then existing City of Mission, the inhabitants and taxpayers thereof) and upon such hearing shall find from the evidence submitted that the inclusion of such territory, area, areas, or some portion thereof, to be described in the findings of the Council, is adjacent to the City limits and that the inclusion thereof within said limits would be a benefit to the owners of the property therein, and that the inclusion of such territory or portions thereof would likewise be a benefit to the then existing City of Mission. The findings made by the City Council, after such notice and hearing shall be final and conclusive as to the facts so found and shall be a sufficient and legal basis for the enactment of the ordinances above provided for. In the event State law requires a home rule city to follow a different procedure for notice and hearing prior to annexation than that prescribed in this section, the State law shall control.

(Amended 1-17-1987)

Section 1.06. Contraction of boundaries.

Whenever there exists within the corporate limits of the City of Mission any territory not suitable or necessary for City purposes, the City Council, may, upon a petition signed by a majority of the qualified voters residing in such territory if the same be inhabited, or without any such petition is [if] the same be uninhabited, by ordinance duly passed discontinue said territory as part of said City. Said petition and ordinance shall specify accurately the metes and bounds of the territory sought to be eliminated from the City and shall contain a plat designating such territories so that the same can be definitely ascertained; and when said ordinance has been duly passed the same shall be entered upon the minutes and records of said City, and from and after the entry of such ordinance said territory shall cease to be a part of said City, but said territory shall still be liable for its pro rata share of any debts incurred while said area was a part of said City, and the City shall continue to levy, assess and collect taxes on the property within said territory to pay the indebtedness incurred while said area was a part of the City as though the same had not been excluded from the boundaries of the City.

ARTICLE 2. POWERS OF THE CITY

Section 2.01. General.

The City of Mission shall have the power of local self-government to the furthest extent permitted by law. ~~may use a corporate seal; may sue and be sued; may contract and be contracted with; may implead and be impleaded in all courts in all matters whatsoever; may cooperate with the government of the State of Texas, or any agency thereof, the federal government or any agency thereof, or any political subdivision of the State of Texas; and~~ The City shall have all the powers granted to cities by the constitution and Laws of the State of Texas, together with all the implied powers necessary to carry into execution all the powers granted, including those necessary to preserve the government, interests, health, welfare and good order of the City and its inhabitants. All powers shall be exercised and enforced in the manner prescribed by the laws of the State of Texas, in this Charter and the City's ordinances.

The City of Mission may exercise any of its powers to perform any of its functions, and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise with the State of Texas or any agency thereof, or with the Federal Government or any agency thereof, or with the government of any county, city or political subdivision to accomplish any lawful municipal purpose.

The City of Mission shall have the power to, among other things, construct and maintain, within or without its corporate limits, streets, flood control and sanitary facilities, and water and storm drainage facilities, in, over, under or upon all public property or easements granted for that purpose and to levy assessments for the costs of such improvements. The City shall have the power to collect attorney's fees for the collection of assessments as allowed under state law. It shall have the power to cause liens to be established for the purpose of securing the payment of such levies and shall have the power to compel the use of such improvements by the citizens of the City of Mission. The City may own or acquire property within or without its boundaries for any municipal purpose in fee simple or in any lesser interest or estate, by purchase, gift, devise, lease or condemnation and may sell, lease, hold, manage, control and police any property now owned by it or which it may hereafter acquire whether inside or outside the city limits, and shall have the right to lease or let its property whether inside or outside the city limits, subject to the limitation hereinafter set out, and may construct, own, lease, operate and regulate public utilities, may assess, levy and collect taxes for general and special purposes on all lawful subjects of taxation; may borrow money on the faith and credit of the City by issuance and sale of bonds, warrants or notes for the City and such bonds may be issued for any and all purposes for which home rule and general law cities are authorized to issue bonds, and for any other public purpose or improvement, and in the manner and form provided by law; may issue any bonds which may be voted on the same day on which the election is held for the adoption of this Charter; may appropriate the money of the City for all lawful purposes; may regulate and control the use, for whatever purpose, of the streets and other public places, may make and enforce all police, health, sanitary and other regulations; and may pass such ordinances as may be expedient for the protection and maintenance of good government, peace and welfare of the City, for performance of the functions thereof, for the order and security of its residents; and may provide suitable penalties for the violations of any ordinance enacted by the City of Mission; and, except as prohibited by the constitution and laws of this State or restricted by this Charter, the City may exercise all municipal powers, functions, rights, privileges and immunities of every name and nature whatsoever.

Section 2.02. General powers adopted.

The enumeration of the particular powers in this Charter shall not be held or deemed to be exclusive but in addition to the powers enumerated herein or implied hereby appropriate to the exercise of such powers, the City shall have and may exercise all power of local self-government and all other powers which, under the Constitution and laws of the State of Texas, it would be competent for this Charter specifically to enumerate. The City of Mission shall have and may exercise all powers enumerated in Vernon's Ann. Civ. St. art. 1175, chapter 13, title 28, as now or hereafter amended.

Section 2.03. Eminent Domain.

The City shall have the full power and right to exercise the power of eminent domain when necessary or desirable to carry out any of the powers conferred upon it by this Charter or by the Constitution and laws of the State of Texas. The City may exercise the power of eminent domain in any manner authorized or permitted by the Constitution and laws of this State. The power of eminent domain hereby conferred shall include the right of the City to take the fee in land so condemned and such power and authority shall include the right to condemn public property for such purposes. The City shall have and possess the power of condemnation for any municipal or public purposes even though not specifically enumerated in this Charter.

State law reference(s)—Eminent domain, V.T.C.A., Local Government Code § 251.001 et seq.

ARTICLE 3. THE GOVERNING BODY

Section 3.01. Number, selection and term.

The legislative and governing body of the City of Mission, Texas, shall be known as "The City Council of the City of Mission, Texas." Said City Council shall be composed of the Mayor and four (4) Councilmembers.

- A. The Mayor and all other members of the City Council shall be elected from the City of Mission, Texas, at large.
- B. The members of the City Council, excluding the Mayor, shall be numbered as to places one (1) through four (4).
- C. To the extent permitted by law, the regular municipal election for the City of Mission to elect a Mayor and/or member of City Council shall be held during the November uniform election date. ~~The regular election for 1987 shall be held the first Saturday in April. The regular election day for the year 1989 and subsequent years shall be held the third Saturday in January [first Saturday in May].~~ The term of office for all members of the City Council shall be for four (4) years and until the successor to the office is elected and qualified.

Transition language: At the next available election date allowed by state law

- D. All qualified candidates desiring to run for election to the City Council shall announce their candidacy for a certain numbered place or for the position of Mayor and shall file for such position in the manner required by the election laws of the State of Texas. At every regular election and at every special election called to fill one (1) or more vacant positions on the City Council, election to each position on the Council shall be by a majority of all the votes cast for such position at such election. In every such election each qualified voter shall vote for not more than one (1) candidate for each Council position to be filled. Where in an election to a position on the Council, no candidate receives a majority of all votes cast for such position at such election, a runoff election shall be ordered and conducted in the manner required by the election laws of the State of Texas.
- E. Council and Mayor shall be elected by staggered terms. At the regular City election in 1987 the Mayor and places one (1) and three (3) on the Council will run for two-year terms and places two (2) and four (4) shall at said election run for three-year terms.
- F. The Mayor shall be the presiding officer of the City Council, shall be recognized as the head of the City Government for all ceremonial purposes and by the governor for purposes of military law, but shall have no regular administrative duties. The Mayor must vote on all matters under consideration by the City Council, except as provided in section 3.10 of this Charter. The Mayor shall not have the power of veto.
- G. All members of the City Council shall be subject to removal from office under the terms and conditions of the recall provisions of this Charter.
- H. Mayor Term Limits: A person may not be elected to, or serve on, the City Council as the mayor for more than three (3), consecutive or nonconsecutive, four-year terms. Any person serving as mayor, either elected or appointed, for an unexpired term created by a vacancy prescribed by law shall not have such term apply to maximum term limit provided herein. A person subject to mayor term limits shall not be prevented from becoming a candidate for Councilmember. Term limits shall not apply to any of the other four (4) Councilmember positions.

Editor's note(s)—Former section 3.01(c) was amended by a Charter amendment adopted at an election held on May 4, 2024. Previous language provided that the City of Mission's regular municipal elections be held on the first Saturday in May. The May 2024 amendment provided that the regular election date be changed to the November uniform election date, subject to approval and authorization by the Texas Legislature.

(Amended 1-17-1987; Elec. of 5-10-2008)

State law reference(s)—Uniform election date, V.T.C.A., Election Code § 41.001.

Section 3.02. Qualifications.

Each member of the City Council shall be a resident citizen of the City of Mission, shall be a qualified voter of the State of Texas, shall have been such resident citizen of the City of Mission for a period of not less than six (6) months immediately preceding his election, and shall not be indebted to the City of Mission at the time he takes office. If the Mayor or any Councilman fails to maintain the foregoing qualifications the City Council must, at its next regular meeting, declare a vacancy to exist and shall fill said vacancy as set forth in section 3.06 of this Charter.

(Amended 1-17-1987)

Section 3.03. Council to be judge of election qualification.

The City Council shall be the judge of the election and qualification of its own members and other elected officials of the City.

Section 3.04. Compensation.

The Mayor and Councilmen shall receive such salary as may be fixed by the Council not to exceed the sum of twelve hundred dollars (\$1,200.00) per year for the Mayor and three hundred dollars (\$300.00) per year for each Councilman, said amounts payable in monthly installments.

Section 3.05. Mayor Pro Tem.

The City Council, at its first meeting after election of Councilmen, shall elect one (1) of its number Mayor Pro Tem, and he shall perform all the duties of the Mayor in the absence or disability of the Mayor.

Section 3.06. Vacancies.

When a vacancy occurs, in the City Council and the respective unexpired term is twelve (12) months or less, the remaining members thereof must, within ten days, appoint, by majority vote, a qualified person to fill the unexpired term of such vacancy; ~~-. However, as required by law, should the respective unexpired term be longer than twelve (12) months, the unexpired term shall be filled by an election ordered and conducted in accordance with the election laws of the State of Texas. provided, however, the City Council shall not appoint more than one (1) Council member in any twelve-month period, and in the event of the occurrence of a vacancy in the City Council within a twelve-month period in which a vacancy in the City Council has been filled by the City Council, or in the event that more than one (1) vacancy shall occur at the same time, then in any such event a special election shall be held for the purpose of electing the successor or successors, and such election shall be ordered and conducted in accordance with the elections laws of the State of Texas. Should all positions on the City Council become vacant at one (1) time, then in such event, the County Judge of Hidalgo County, Texas, is hereby~~

~~empowered and directed to issue notice of such special election for and on behalf of said City, and to appoint qualified persons as election officials.~~

(Amended 1-17-1987)

Section 3.07. Powers of the City Council.

All powers of the City and the determination of all matters of policy shall be vested in the City Council. Without limitation of the foregoing, and among the other powers that may be exercised by the City Council, the following are hereby enumerated for greater certainty:

- A. Adopt the budget of the City.
- B. Authorize the issuance of bonds by a bond ordinance.
- C. Inquire into the conduct of any office, department or agency of the City and make investigations as to municipal affairs.
- D. Provide for such additional boards and commissions, not otherwise provided for in this Charter, as may be deemed necessary, and appoint the members of all such boards and commissions. Such boards and commissions shall have all powers and duties now or hereafter conferred and created by this Charter, by City ordinance, or by law.
- E. Adopt and modify the zoning plan and the building code of the City.
- F. Adopt and modify the official map of the City.
- G. Buy and pay for life insurance and hospitalization insurance for City employees.
- H. Adopt, modify and carry out plans proposed by the Planning and Zoning Commission for the replatting, improvement and redevelopment of any area or district which may have been destroyed in whole or in part by disaster.
- I. Regulate, license and fix the charges or fares made by any person, firm or corporation owning, operating or controlling any vehicle of any character used for the carrying of passengers for hire or the transportation of freight for hire on the public streets and alleys of the City.
- J. Provide for the establishment and designation of fire limits and prescribe the kind and character of the buildings and structures or improvements to be erected therein, and provide for the erection of fireproof buildings within said limits, and provide for the condemnation of dangerous structures or buildings or dilapidated buildings or buildings calculated to increase the fire hazard and prescribe the manner of their removal or destruction within said limits.
- K. Fix the salaries and compensation of the City officers and employees.
- L. Provide for sanitary garbage disposal and set fees and charges therefor and provide penalties for failure to pay such fees and charges.
- M. Exercise exclusive dominion, control and jurisdiction in, upon and over and under the public streets, avenues, sidewalks, alleys, highways, boulevards and public grounds of the City and provide for the improvement of same as provided by Vernon's Ann. Civ. St. art. 1105b, as now or hereafter amended, and the right to close and abandon any street or alley within the City.
- N. Compromise and settle any and all claims and lawsuits of every kind and character in favor of or against the City of Mission.
- O. Define all nuisances and prohibit the same within the city and outside the City limits for a distance of five thousand (5,000) feet.

- P. The City Council may annually appropriate money from the general fund of the City to the extent permitted by law for the establishment and maintenance of a public library, Board of City Development, or other public organization or activity having a valid municipal purpose, provided the council retain sufficient control over such organizations and activities to ensure that such money is used for a valid municipal purpose.
- Q. The Mayor makes the appointments that are specified by State or federal law and that all other appointments be made by the Council as a whole and that a process be established to have applications whereby citizens have the opportunity to apply for service on boards.

(Amended 1-17-1987)

Section 3.08. City Council not to interfere in appointments.

Neither the City Council nor any of its members shall direct the appointment of any person to office by the City Manager or by any of his subordinates. Except for the purpose of inquiry the City Council and its members shall deal with the administrative services solely through the City Manager and neither the City Council nor any member thereof shall give orders to any subordinates of the City Manager, either publicly or privately.

Section 3.09. Meetings of the city council.

The City Council shall hold at least one regular meeting in each month at a time to be fixed by it for such regular meetings, and may hold as many additional regular meetings during the month as may be necessary for the transaction of the business of the City and its citizens. All regular meetings of the City Council shall be public and shall be held at a place designated in advance. The Mayor or any two members of the City Council may call special meetings of the City Council at any time. [All meetings of the City Council must be conducted in accordance with the Texas Open Meetings Act, as amended, or successor statute.](#)

Section 3.10. Rules of procedure.

The City Council shall determine its own rules of procedure and may compel the attendance of its members. Three-fifths (3/5) of the qualified members of the City Council shall constitute a quorum to do business and the affirmative vote of a majority of those present shall be necessary to adopt any ordinance or resolution, provided, however, that a majority of the City Council shall be necessary to adopt any ordinance or resolution providing criminal penalties, levying a tax or assessment, annexing territory to the City of Mission, and changing or adopting a public utility rate. Proceedings of all meetings, regular or special shall be electronically recorded and maintained as a record for five (5) years. Minutes of the proceedings of all meetings, regular or special, shall be taped and maintained as a record and shall be kept, to which any citizen may have access at all reasonable times and which shall constitute one (1) of the archives of the City; provided, however, in lieu of reading the minutes of each Council meeting for approval, the City Secretary may, with the consent of the City Council, furnish each member of the City Council with exact copies of the minutes of previous meetings at least three (3) days prior to the meeting at which such minutes are to be subject to approval. Such minutes shall then be subject to approval, rejection, deletion or addition by the members of the City Council without the necessity of reading the full text of the minutes of the meeting at such meeting at which such minutes are subject to approval. The vote upon the passage of all ordinances, resolutions and motions shall be taken by the "Ayes" and "Nays" and entered upon the minutes, and every ordinance or resolution, upon its final passage, shall be recorded in a book kept for that purpose under full caption, and shall be authenticated by the signature of the presiding officer and the person performing the duties of City Secretary. No member of the City Council present at a meeting shall be excused from voting, and each member of the City Council present at the meeting must announce his vote on question, ordinance, or resolution, placed before the City Council; provided, however, a Council member shall be excused from voting whenever the Council member is required by law to abstain from voting, whenever the subject matter under

consideration involves his own official conduct, or where his personal financial interests are involved, and on these particular matters, he shall not vote, but shall give his reasons for not voting, which said reasons shall be spread upon the minutes of the City Council.

(Amended 1-17-1987)

Section 3.11. Procedure for passage of ordinances.

Every ordinance shall be introduced in written or printed form and, upon passage, shall take effect immediately or at the time indicated in the ordinance unless otherwise provided therein; provided that any ordinance imposing a penalty, fine or forfeiture for a violation of its provisions shall become effective from and after its publication one (1) time as provided herein; subject to the provisions of Article 7 of this Charter. The City Secretary shall give notice of the passage of every ordinance imposing a penalty, fine or forfeiture for a violation of the provisions thereof, by causing the caption or title, including the penalty, of any such ordinance to be published in a newspaper of general circulation in the City of Mission at least once after the passage of such ordinance [or as otherwise allowed by state law](#). He shall note on every ordinance, the caption of which is hereby required to be published, and on the record thereof, the fact that the same has been published as required by the Charter and the date of such publication, which shall be prima facie evidence of the legal publication and promulgation of such ordinance; provided that the provisions of this section shall not apply to the correction, amendment, revision and codification of the ordinances of the City for publication in book or pamphlet form. Except as otherwise provided in Article 7 and Article 10 of this Charter, it shall not be necessary to the validity of any ordinance that it shall be read more than one (1) time or considered at more than one (1) session of the City Council. Every ordinance shall be authenticated by the signature of the Mayor and City Secretary and shall be systematically recorded and indexed in an ordinance book in a manner provided by the Council. It shall only be necessary to record the caption or title of ordinances in the minutes or journal of Council meetings. The City Council shall have power to cause the ordinances of the City to be corrected, amended, revised, codified and printed in Code form as often as the Council deems advisable, and such printed Code, when adopted by the Council, shall be in full force and effect without the necessity of publishing the same or any part thereof in a newspaper. Such printed Code shall be admitted in evidence in all courts and places without further proof.

Section 3.12. Official bonds for City employees.

The City Manager and the City Secretary and such other city officers and employees as the City Council may require shall, before entering upon the duties of their offices enter into a good and sufficient fidelity bond in the sum to be determined by the City Council, payable to the City of Mission and conditioned upon the faithful discharge of the duties of such persons and upon the faithful accounting of all moneys, credits and things of value coming into the hands of such persons, and such bonds shall be signed as surety by some company authorized to do business under the laws of the State of Texas, and the premium of such bonds shall be paid by the City of Mission, and such bonds must be acceptable to the City Council.

Section 3.13. Investigation by the City Council.

The City Council shall have power to inquire into the conduct of any office, department, agency, officer or employee of the City and to make investigations as to municipal affairs, and for that purpose may subpoena witnesses, administer oaths and compel the production of books, papers, and other evidence. Failure to obey such subpoena or to produce books, papers or other evidence as ordered under the provisions of this section shall constitute a misdemeanor and shall be punishable by fine not to exceed two hundred dollars (\$200.00).

Section 3.14. Audit and examination of City books and accounts.

At the close of each fiscal year, and at such other times as the City Council may deem necessary the books and accounts of the City shall be audited by a Certified Public Accountant, who shall be selected by the City Council. All audit reports shall be filed with the City ~~Council~~ Secretary, shall be available for public inspection, and shall be made a part of the archives of the City. The City Council shall make available a semiannual simplified financial report ~~to be published in the local newspaper.~~

(Amended 1-17-1987)

Section 3.15. Internal Auditor.

The Internal Auditor shall be appointed by the City Council and, for auditing purposes, shall have direct functional reporting to the City Council by means of the City's Audit Committee. This Charter shall not prevent the Internal Auditor from reporting directly to City Council or any other level within the organization that allows the internal audit activity to fulfill its responsibilities. In addition to any audits permitted under the terms of this section, the Mayor or any two members of City Council may request that the Internal Auditor conduct an audit, whereinafter the auditor shall report any such results to Council in compliance with all other terms of this section.

The Internal Auditor's Office shall conduct audits of city departments in accordance with generally acceptable accounting principles and *The International Professional Practices Framework (IPPF)* promulgated by *The Institute of Internal Auditors (IIA)*, its Code of Ethics and the Definition of Internal Auditing.

The results of any audit(s) shall be reported by the auditor to the City's Audit Committee and City Manager; any preliminary audit findings or other draft documents and work papers of the auditor or the audit committee shall be confidential and shall not be released; for the day-to-day administrative matters, the Internal Auditor's Office shall report to the City Manager or its designee.

ARTICLE 4. ADMINISTRATIVE SERVICES

Section 4.01. City Manager is Chief Executive Officer.

- A. The Chief Executive Officer of the City of Mission shall be head of the administrative and executive affairs of the City and shall be designated and known as the City Manager, who shall be appointed by the City Council. The City Manager shall be a person qualified by training, experience, and ability to perform executive and administrative functions and duties and municipal governmental affairs. It shall not be required at the time of appointment to the office of City Manager that the Chief Executive be a resident of the City of Mission but during tenure of office the City Manager shall be a resident citizen of the City of Mission. The City Manager shall be responsible to the City Council for the efficient administration of the affairs of the City of Mission and shall hold office at the will of the City Council. The City Manager may be removed by majority vote of all the members of the City Council. The action of the City Council suspending or removing the City Manager shall be final. The City Manager shall attend all meetings of the City Council, with the right to take part in the discussions, but having no vote, but when the City Council is considering his removal in executive session, the City Manager may be excluded. The City Manager may receive such compensation for services as Chief Executive Officer as may be fixed by the City Council. During the absence or disability of the City Manager the City Council shall designate a properly qualified person to perform the duties of the office.

- B. It shall be the power and the duty of the Chief Executive Officer of the City of Mission to appoint, and when necessary for the welfare of the City, remove any employee of the City, except as otherwise provided by this Charter, to exercise control over all departments and divisions that may be created by the City Council and to supervise and direct all officers and employees of the City appointed by him in the final discharge of their duties, to recommend to the City Council for adoption or repeal such measures, resolutions, and ordinances that he may deem necessary or expedient, to keep the City Council fully advised as to financial conditions and needs of the City, and make such recommendations as may seem desirable, to prepare and submit to the City Council the annual budget and supplements thereto, and to perform such duties as may be prescribed by this Charter or may be required of him by the City Council, not inconsistent with this Charter.

Section 4.02. ~~Police Department~~ of Police.

The City shall continue to maintain and support a competent and adequate Police Department for the protection of property and lives within the corporate limits. The Department Head of the Mission Police Department, the Chief of Police, shall be appointed by the City Manager and confirmed by the City Council. ~~There shall be established and maintained a Department of Police to preserve order within the City and to secure the residents of said City from violence and the property therein from injury of loss.~~

~~A. Chief of Police. The Chief of Police shall be the Chief Administrative Officer of the Department of Police.~~ He ~~The Chief of Police~~ shall, with the approval of the City Manager, appoint and remove the employees of said department and shall perform such duties as may be required of him by the City Council. ~~The Chief of Police shall be appointed by the City Manager for an indefinite term.~~ The Chief of Police shall be responsible to the City Manager for the administration of his department and the carrying out of the directives of the City Council.

~~B. — Special police. No persons except as otherwise provided by general law of this Charter or the ordinances passed pursuant thereto shall act as special police or special detectives.~~

Section 4.03. City Secretary.

The City Manager may appoint a competent person as City Secretary and such assistants as the City Council shall deem advisable. The City Secretary or an Assistant Secretary, shall keep the minutes of the proceedings of Council meetings, and shall authenticate by his signature and record in full in a book kept and indexed for the purpose, all ordinances and resolutions, and shall perform such other duties as the City Manager shall assign to him, and those elsewhere provided for in this Charter and the laws of the State of Texas.

Section 4.04. ~~City Treasurer.~~ Reserved.

Editor's note(s)—Former section 4.04 was deleted by a Charter amendment adopted at an election held on May 4, 2024. The deleted provisions pertained to matters related to the appointment of a City Treasurer.

~~The City Manager shall appoint a competent person as City Treasurer and such assistants as the City Council may deem advisable. The City Treasurer shall perform the duties delegated to him by the City Manager and those which may be imposed upon him by the laws of the State of Texas. The duties of City Treasurer, City Secretary and City Tax Assessor and Collector may be performed by the same individual.~~

Section 4.05. Municipal court.

- A. There shall be established and maintained a court designated as a municipal court for the trial of misdemeanor offenses, with all such powers and duties as are now or hereafter may be prescribed by the laws of the State of Texas relative to municipal courts.

- B. The judge or judges of said court shall be a qualified voter ~~or voters of the City of Mission~~ [in the state of Texas](#), shall be appointed by the City Council, shall hold his office at the pleasure of the City Council, shall receive such salary as may be fixed by the City Council, shall be under the administrative direction of the City Manager and said judge shall not be an elected official. ~~The City Secretary or an assistant City Secretary shall be ex officio clerk of said court.~~
- C. The Clerk of said court and his deputy shall have the power to administer oaths and affidavits, make certificates, affix the seal of said court thereto; and generally do and perform any and all acts usual and necessary by the Clerk of courts in issuing process of said courts and conducting the business thereof.
- D. The City Council by ordinance may provide for the appointment of one (1) or more judges to serve if the regular judge, the presiding judge, or an associate judge is temporarily unable to act.
- E. Each judge of said court shall be a duly licensed attorney if some such suitable attorney is available and provided that this shall not be a disqualification of the person serving in such capacity at the time of the adoption of this Charter.
- F. [The judge or judges of said court shall serve for a term of two years. A municipal court judge who is not reappointed by the 91st day following the expiration of a term of office shall, absent action by the appointing authority, continue to serve for another term of office beginning on the date the previous term of office expired, as prescribed by Chapter 29 of the Texas Government Code as now or hereafter amended.](#)

(Amended 1-17-1987)

Cross reference(s)—Municipal court, ch. 58.

Section 4.06. City Attorney.

The City Council shall appoint a competent and duly licensed attorney practicing law in ~~the City of Mission,~~ [the state of Texas](#), who shall be the City Attorney. He shall receive for his services such compensation as may be fixed by the City Council, and shall hold his office at the pleasure of the City Council. ~~The City Attorney, or such other attorney selected by him with the approval of the City Council, shall represent the City in all litigation.~~ He shall be the legal advisor of and counsel for, the City of Mission and all officers and departments thereof.

[The City Attorney shall, with the approval of the City Manager, appoint and remove the employees of said department and shall perform such duties as may be required of him by the City Council.](#)

[The City Attorney's Office shall oversee legal services for the City of Mission, its boards, committees, or other City commissioned entities for the purpose of accomplishing common goals of eliminating duplication of services, creating administrative efficiency, providing for joint legal service efforts, and ensuring the quality of legal service to the city at the least cost in terms of fees and tax rates. Outside counsel may be retained in cases of extraordinary importance, legal specialization required, assignment by insurance or bond requirements, or in an emergency. In such a contingency, the City Council shall fix in advance, as far as practicable, the compensation to be allowed under such extra or outside counsel by resolution.](#)

Cross reference(s)—Municipal Court, ch. 58.

Section 4.07. ~~Department of Health and Sanitation.~~ Reserved.

[Editor's note\(s\)—Former section 4.07 was deleted by a Charter amendment adopted at an election held on May 4, 2024. The deleted provisions pertained to matters related to the creation of the Department of Health and Sanitation.](#)

~~The City Council shall appoint a City Health Officer who shall be a licensed physician qualified to practice medicine in the State of Texas and a resident of the City of Mission. The City Health Officer shall advise the City Council on a program of public health; shall cooperate in the preparation of a sanitary code; shall cooperate with nearby cities on problems of health and sanitation; shall cooperate with the Commissioner's Court of Hidalgo County and its agencies, and with the State Health Department and other departments of state government in matters pertaining to health and sanitation.~~

Section 4.08. Fire Department.

The City shall continue to maintain and support a competent and adequate Fire Department for the protection of property and lives from fire within the corporate limits. The Department Head of the Mission Fire Department, the Fire Chief, shall be appointed by the City Manager and confirmed by the City Council. The Fire Chief shall, with the approval of the City Manager, appoint and remove the employees of said department and shall perform such duties as may be required of him by the City Council. The Fire Chief shall be responsible to the City Manager for the administration of his department and the carrying out of the directives of the City Council.

Section 4.09. Other departments.

Except as applied to the city's Police and Fire Departments, the City Council may abolish or consolidate such offices and departments as it may deem to be to the best interest of the City, and may divide the administration of any such departments as it may deem advisable; ~~may combine the Police and Fire Departments into one (1) department,~~ may create new departments and may discontinue any offices or departments at its discretion, except those specifically established by this Charter.

ARTICLE 5. NOMINATIONS AND ELECTIONS

Section 5.01. Elections.

All City of Mission elections shall be conducted in accordance with the Texas Election Code as amended. The City Council shall fix the places for holding ~~the regular~~ city elections. The City Council may by resolution order a special election, fix the date and places for holding same and provide for all means for holding such special election. Notice of the election shall be provided as required by the election laws of the State of Texas.

(Amended 1-17-1987)

Section 5.02. Regulation of elections.

The City Council shall make all regulations which it considers needful or desirable not inconsistent with this Charter and the Laws of the State of Texas, for the conduct of municipal elections, for the prevention of fraud in such elections and for the recount of ballots in case of doubt or fraud. Municipal elections shall be conducted by the appointed election authorities who shall also have power to make regulations not inconsistent with this Charter or with any regulations made by the City Council or the laws of the State of Texas.

Section 5.03. Filing for office.

A. Candidates for Mayor or Council Member shall file an application for office in accordance with the Texas Election code as amended.

1) Such application shall be accompanied by a filing fee of five hundred dollars (\$500.00). The name of any candidate of the city shall be printed upon the ballot by payment, by cashier's check, of a filing fee by the candidate or by petition, as hereinafter prescribed, and shall have been filed in its behalf with the city

secretary. Such a petition, is required to be filed in connection with a candidate's application for a place on the ballot for an office, the minimum number of signatures that must appear on the petition is the greater of: (1) 25; or (2) one-half of one percent of the total vote received in the territory from which the office is elected by all candidates for mayor in the most recent mayoral general election.

2) The signatures to the nomination petition will be on the most current "Petition in Lieu of Filing Fee for Candidate Filing" form or its equivalent as prescribed by the Texas Election Code and Texas Secretary of State.

3) All nomination papers comprising a petition shall be assembled and filed with the city secretary together with the candidate's sworn application as one instrument, no earlier than the first day to file an application for a place on the ballot and no later than the last day for a candidate to file an application for a place on the ballot, as prescribed the Texas Election Code. If an application is accompanied by a petition, the petition is considered part of the application, and the review must be completed as soon as practicable after the date the application is received by the authority. As soon as practicable after the filing an application for a place on the ballot and the filing of a nomination petition or payment of a filing fee, the City Secretary shall notify the person who filed an application and such petition or filing fee whether or not the petition is found to be signed by the required number of qualified voters and whether the application complies with the requirements as to form, content, and procedure.

B. Candidates for Mayor or Council Member shall meet the following qualifications:

1) Be a qualified voter in the City and State at the time of taking office, as determined by state law.

2) Be a resident of the City of Mission.

3) Have resided continuously in the corporate limits of the City for six (6) months immediately preceding the date of the election.

4) Not be in violation of any provision of this Charter.

5) Be eighteen (18) years of age or older on the first day of the term to be filled at the election.

6) Satisfy any of the eligibility requirements prescribed by law for the office for which they are a candidate.

C. No candidate for Mayor or Council Member may file in a single election for more than one (1) office or position as provided by this Charter or state law.

D. No employee of the City shall continue in any City employee position after filing for an elective office in the Charter. Any person having the qualifications set forth for councilman in this Charter shall have the right to file an application to have his name placed on the official ballot as a candidate for any elective office. Such application in writing by such candidate and accompanied by his loyalty affidavit as prescribed by the laws of the State of Texas filed with the City Secretary not later than 5:00 p.m. of the 45th day before election day, shall entitle such applicant to a place on the official ballot.

(Amended 1-17-1987)

Section 5.04. The official ballot.

The names of all candidates for office except such as may have withdrawn, died or become ineligible, shall be printed on the official ballots without party designations in the order determined in a drawing of lots conducted by the City Council. All official ballots shall be printed at least twenty (20) days prior to the date of any general or special election, and absentee voting shall be governed by the general election laws of the State of Texas.

Section 5.05. Laws governing city elections.

~~All City elections shall be governed by this Charter and by the laws of the State of Texas governing elections.
(Amended 1-17-1987)~~

Section 5.06. Conducting and canvassing elections.

~~The election judges and other necessary election officials for conducting all such elections shall be appointed by the City Council. The election judges shall conduct the election, determine, record and report the results as provided by the general election laws of the State of Texas. Not earlier than the second day or later than the sixth day after election day, the City Council shall meet, open returns, canvass and officially declare the result of the election as to candidates and questions, and issue certificates of election to candidates elected. Officers of the City when elected shall take office from and after their certification of election and after taking and subscribing the oath of office.~~

~~(Amended 1-17-1987)~~

Section 5.047. Oath of office.

Every officer of the City shall, before entering upon the duties of his office, take and subscribe to the following oath or affirmation to be filed and kept in the office of the City Secretary:

"I _____, solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____, the City of Mission, State of Texas, and will to the best of my ability preserve, protect and defend the Constitution and laws of the United States and of this State and the Charter and ordinances of this City; and I furthermore solemnly swear (or affirm), that I have not directly or indirectly paid, offered, or promised to pay, contributed or promised to contribute any money or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote of the election at which I was elected or if the office is one of appointment, to secure my appointment. So help me God."

ARTICLE 6. RECALL OF OFFICERS²

Section 6.01. Scope of recall.

Any elected City officials whether elected to office by the qualified voters of the City or appointed by the City Council to fill a vacancy, shall be subject to recall and removal from office by the qualified voters of the City on the grounds of incompetency, misconduct, or malfeasance in office.

Section 6.02. Petitions for recall.

Before the question of recall of such officer shall be submitted to the qualified voters of the City, a petition demanding such question to be so submitted shall first be filed with the person performing the duties of City Secretary; which said petition shall be signed by qualified voters of the City equal in number to at least thirty (30) percent of the number of votes cast at the last regular municipal election, but in no event less than two hundred (200) petitioners. For a petition signature to be valid, a petition must contain, in addition to the signature, the

²Cross reference(s)—Administration, ch. 2.

signer's printed name; the signer's voter registration number, and if the incorporated area of the City is situated in more than one (1) County, the County of registration; the signer's residence address; the date of signing; and, any other matter required by applicable State law. A separate petition is required for each City official.

(Amended 1-17-1987)

Section 6.03. Form of recall petition.

- A. The recall petition mentioned above must be addressed to the City Council of the City of Mission, must distinctly and specifically point out the ground or grounds upon which such petition for removal is predicated, and, if there be more than one (1) ground, such as for incompetency, misconduct or malfeasance in office, shall specifically state each ground with such certainty as to give the officer sought to be removed, notice of the matters and things with which he is charged. The signatures shall be verified by oath in the following form:

"STATE OF TEXAS COUNTY OF HIDALGO

"I, _____, being first duly sworn, on oath depose and say that I am one of the signers of the above petition; and that the statements made therein are true, and that each signature appearing thereon was made in my presence on the day and date it purports to have been made, and I do solemnly swear that the same is the genuine signature of the person whose name it purports to be _____

"Sworn and subscribed to before me this _____ day of _____, 20____.

	Notary Public in and for Hidalgo County, Texas
--	--

- B. Should it be proved to the satisfaction of the City Council that the affidavit above stated is false, then in such event, it shall be the duty of the City Secretary to cause criminal charges to be filed against the affiant.

Section 6.04. Various papers constituting petition.

The petition may consist of one (1) or more copies, or subscription lists, circulated separately, and the signatures thereto may be upon the paper or papers containing the form of petition, or upon other papers attached thereto. Verifications provided for in the next preceding section of this article may be made by one (1) or more petitioners, and the several parts of copies of the petition may be filed separately and by different persons; but no signatures to such petition shall remain effective or be counted which were placed thereon more than forty-five (45) days prior to the filing of such petition or petitions with the person performing the duties of the City Secretary. All papers comprising a recall petition shall be filed with the person performing the duties of City Secretary on the same day, and the said Secretary shall immediately notify, in writing, the officer so sought to be, removed, by mailing such notice to his Mission address.

Section 6.05. Presentation of petition to City Council.

Within five (5) days after the date of filing of the papers constituting the recall petition, the person performing the duties of the City Secretary shall present such petition to the City Council of the City of Mission.

Section 6.06. Public hearing to be held.

The officer whose removal is sought may, within five (5) days after such recall petition has been presented to the City Council, request that a public hearing be held to permit him to present facts pertinent to the charges

specified in the recall petition. In this event, the City Council shall order such public hearing to be held, not less than five (5) days nor more than fifteen (15) days after receiving such request for a public hearing.

Section 6.07. Election to be called.

If the officer whose removal is sought does not resign, then it shall become the duty of the City Council to order an election and fix a date for such recall election, the date of which election shall be not less than twenty-five (25) nor more than thirty-five (35) days from the day such petition was presented to the City Council, or from the date of public hearing, if one was held.

Section 6.08. Ballots in recall election.

Ballots used in recall elections shall conform to the following requirements:

- (a) With respect to each person whose removal is sought, the question shall be submitted "Shall (name of person) be removed from the office (name of office) by recall?."
- (b) Immediately below each such question there shall be printed the following words, one above the other, in the order indicated "Yes", "No."

Section 6.09. Result of recall election.

If a majority of the votes cast at a recall election shall be "No", that is, against the recall of the person named on the ballot, he shall continue in office for the remainder of his unexpired term, subject to recall as before. If a majority of the votes cast at such an election be "yes", that is for the recall of the person named on the ballot, he shall, regardless of any technical defects in the recall petition, be deemed removed from office and the vacancy filled as vacancies in the City Council are filled, in this Charter.

Section 6.10. Recall, restrictions thereon.

No recall petition shall be filed against any officer of the City of Mission within three (3) months after his election, nor within three (3) months after an election for such officer's recall.

Section 6.11. Failure of City Council to call an election.

In case all of the requirements of this Charter shall have been met and the City Council shall fail or refuse to receive the recall petition, or order such recall election, or discharge any other duties imposed upon said City Council by the provisions of this Charter with reference to such recall, then the County Judge of Hidalgo County, Texas, shall be hereby empowered and directed to discharge any of such duties herein provided to be discharged by the person performing the duties of City Secretary or by the City Council.

ARTICLE 7. LEGISLATION BY THE PEOPLE, INITIATIVE AND REFERENDUM

Section 7.01. General power.

The qualified voters of the City of Mission, in addition to the method of legislation hereinbefore provided, shall have the power of direct legislation by the initiative and referendum.

Section 7.02. Initiative.

Qualified voters of the City of Mission may initiate legislation by submitting a petition addressed to the City Council which requests the submission of a proposed ordinance or resolution to a vote of the qualified voters of the City. Such petition must be signed by qualified voters of the City equal in number to thirty (30) percent of the number of votes cast at the last [preceding](#) regular municipal election of the City, ~~or two~~ [and in no case less than two](#) hundred (200) [voters, whichever is greater,](#) and each copy of the petition shall have attached to it a copy of the proposed legislation. The petition shall be signed in the same manner as recall petitions are signed as provided in this Charter, and shall be verified by oath in the manner and form provided for recall petitions in section 6.03 of this Charter. The petition may consist of one (1) or more copies as permitted for recall petitions in this Charter. Such petition shall be filed with the person performing the duties of City Secretary. [If the petition is found to satisfy the requirements established herein by the City Secretary, then the City Secretary shall certify that fact to the City Council at the next regular meeting.](#) ~~Within five (5) days after the filing of such petition, the person performing the duties of City Secretary shall present said petition and proposed ordinance or resolution to the City Council.~~

Upon presentation of the petition and draft of the proposed ordinance or resolution, it shall become the duty of the City Council, within ten (10) days after receiving it, to pass and adopt said ordinance or resolution without alteration as to meaning or effect in the opinion of the persons filing the petition, or to call a special election to be held ~~within~~ [not less than](#) thirty (30) days [nor more than sixty \(60\) days](#) thereafter, at which the qualified voters of the City of Mission shall vote on the question of adopting or rejecting the proposed legislation. ~~However, if any other municipal election is to be held within sixty (60) days after the filing of the petition, the question may be voted on at such election.~~

Section 7.03. Referendum.

Qualified voters of the City of Mission, may require that any ordinance or resolution, with the exception of ordinances or resolutions levying taxes and ordinances and resolutions relating to the issuance, sale and delivery of bonds, [appropriating money,](#) or warrants, passed by the City Council be submitted to the voters of the City of Mission for approval or disapproval, by submitting a petition ~~for this purpose within thirty (30) days after the final passage of said ordinance or resolution, or within thirty (30) days after its publication.~~ Said petition shall be addressed, prepared, signed and verified as required for petitions initiating legislation and shall be submitted to the person performing the duties of City Secretary. ~~Upon the filing of such petition, the person performing the duties of City Secretary shall present said petition to the City Council at its next meeting. Thereupon the City Council shall reconsider such ordinance or resolution, and if it does not entirely repeal the same, shall submit it to popular vote as provided~~ [in accordance with the provisions required for an initiative petition provided](#) in section 7.02 of this Charter. Pending the holding of such election such ordinance or resolution shall be suspended from taking effect and shall not later take effect unless a majority of the qualified voters thereon at such election shall vote in favor thereof.

Section 7.04. Voluntary submission of legislation by the City Council.

The City Council, upon its own motion and by a majority vote of its members, may submit to popular vote at any election for adoption or rejection any proposed ordinance or resolution or measure, or may submit for repeal any existing ordinance, resolution, or measure, in the same manner and with the same force and effect as provided in this article for submission on petition, and may at its discretion call a special election for this purpose.

Section 7.05. Form of ballots.

The ballots used upon such proposed and referred ordinances, resolutions, or measures shall set forth their nature sufficiently to identify them and shall also set forth upon separate lines the words "for the ordinance" and "against the ordinance" or "for the resolution" and "against the resolution."

Section 7.06. Publication of proposed and referred ordinances.

The person performing the duties of the City Secretary shall publish ~~at least once in a newspaper of general circulation in the City the proposed or referred ordinance or resolution at least fifteen (15) days before the date of the election, and shall give such other notices~~ the proposed or referred ordinance or resolution to comply with the minimum standards imposed by state law and do such other things relative to such election as are required in general municipal elections or by the ordinance or resolution calling said election.

Section 7.07. Adoption of ordinances.

If a majority of the qualified voters voting on any proposed ordinance or resolution or measure shall vote in favor of, it shall thereupon, or at any time fixed therein, become effective as a law or as a mandatory order to the City Council.

Section 7.08. Inconsistent ordinances.

If a provision of two (2) or more ordinances or resolutions approved at the same election are inconsistent, they shall go into effect in respect of such of their provisions as are not in conflict and the ordinance or resolution receiving the highest number of votes shall prevail insofar as their provisions conflict.

Section 7.09. Ordinances passed by popular vote, repeal or amendment.

No ordinance or resolution which may have been passed by the City Council upon a petition or adopted by popular vote under the provisions of this article shall be repealed or amended except by the City Council in response to a referendum petition or by submission as provided in section 7.04 of this Charter for a period of ~~four~~ two (42) years, after which time the ordinance or resolution may be amended or repealed by the City Council, in the same manner that other ordinances or resolutions are amended or repealed.

Section 7.10. Further regulations by City Council.

The City Council may pass ordinances or resolutions providing other and further regulations for carrying out the provisions of this article consistent herewith.

Section 7.11. Franchise ordinances.

~~Nothing contained in t~~This article shall not be construed to be in conflict with any of the provisions of Article 10 of this Charter pertaining to ordinances granting franchises when valuable rights shall have accrued thereunder.

ARTICLE 8. MUNICIPAL PLANNING AND ZONING³

³Cross reference(s)—Planning and zoning, ch. 74; subdivisions, ch. 98; zoning, Appendix A.

State law reference(s)—Municipal planning and zoning, V.T.C.A., Local Government Code § 211.001 et seq.

(Supp. No. 26)

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Section 8.01. The Planning and Zoning Commission.

(a) The Planning and Zoning Commission of the City of Mission shall hereafter consist of seven (7) members appointed by the City Council. Every member of the Planning and Zoning Commission shall be a resident citizen of the City of Mission and shall be a qualified voter.

~~(a)~~(b) _____ The Planning and Zoning Commission shall act as an advisory body to the City Council relating to divide the city into zones or districts, and to regulate and restrict the height, number of stories, and size of buildings and other structures, the percentage of lots that may be occupied, the size of the yards, courts, and other open spaces, the density of population, and the location and use of buildings, structures, and land for trade, industry, residence, or other purposes in such zones or districts; and in the case of designated places and areas of historic and cultural importance, to regulate and restrict the construction, alteration, reconstruction, or razing of buildings and other structures; and also to formulate and adopt other policies and plans relative to the future growth and development of the city. The city shall also have all other powers relating to city planning and zoning, and all powers relating to subdivision and platting of land, both within and without the city, subject only to the limitations imposed by the constitution and laws of the sState of Texas ~~public and civic improvements, City planning and zoning, the opening, widening and changing of streets and highways, routing and extending public utilities, controlling and regulating traffic upon the public streets, and other matters relating to municipal planning and development deemed by the City Council beneficial to the City of Mission.~~ The Planning and Zoning Commission of the City of Mission shall also have and exercise such powers over platting and subdividing lands, both within and without the City, and within an area extending five (5) miles beyond the City limits as may be prescribed by ordinance of the City Council and shall exercise such additional powers and have such additional duties and responsibilities as may be prescribed by ordinance of the City Council not inconsistent with subject only to the limitations imposed by the Constitution and laws of the State of Texas ~~and the provisions of this Charter.~~

(Amended 1-17-1987)

Cross reference(s)—Planning and zoning board, ch. 54, art. II.

Section 8.02. Zoning Board of Adjustments.

The City Council may provide by ordinance for a Zoning Board of Adjustment. The Board shall have all powers granted in Vernon's Ann. Civ. St. art. 1011g of the State of Texas as now or hereafter amended, which shall include the power to hear and determine appeals from refusal of building permits, and to permit exceptions to or variations from the zoning regulations in classes of cases or situations in accordance with the principles, conditions and procedure specified in the zoning ordinance.

Cross reference(s)—Board of adjustment, App. A, art. IV.

ARTICLE 9. MUNICIPAL FINANCE⁴

Section 9.01. Fiscal year.

The fiscal year of the City of Mission shall begin on the first day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

⁴Cross reference(s)—Taxation, ch. 102.

Section 9.02. Preparation and submission of budget.

The City Manager, ~~between sixty (60) and ninety (90) days~~ prior to the beginning of each fiscal year, shall submit to the Council a proposed budget, which budget shall provide a complete financial plan for the fiscal year, and shall contain the following:

- (a) A budget message, explanatory of the budget, which message shall contain an outline of the proposed financial policies of the city for the fiscal year, and shall set forth the reasons for salient changes from the previous year in expenditure and revenue items, and shall explain any major changes in financial policy;
- (b) A consolidated statement of anticipated receipts and proposed expenditures for all funds;
- (c) An analysis of property valuations;
- (d) An analysis of tax rate;
- (e) Tax levies and tax collections by years for at least five (5) years;
- (f) General fund resources in detail;
- (g) Special fund resources in detail;
- (h) Summary of proposed expenditures by function, department and activity;
- (i) Detailed estimates and expenditures shown separately for each activity to support [subsection] (h) above;
- (j) A revenue and expense statement for all types of bonds;
- (k) A description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued, and amount outstanding;
- (l) A schedule of requirements for the principle and interest of each issue of bonds;
- (m) The appropriation ordinance;
- (n) The tax levying ordinance.

Section 9.03. Anticipated revenues compared with other years in budget.

In preparing the budget, the City Manager shall place in parallel columns opposite the several items of revenue; the actual amount of each item for the last complete fiscal year, the estimated amount of the current fiscal year, and the expected amount for the ensuing year.

Section 9.04. Proposed expenditures compared with other years.

The City Manager in the preparation of the budget shall place in parallel columns opposite the various items of expenditures; the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year and the proposed amount for the ensuing fiscal year.

Section 9.05. Budget a public record.

The budget and all supporting schedules shall be filed with the person performing the duties of City Secretary, submitted to the City Council, and shall be a public record. The City Manager shall provide copies for distribution to all interested persons.

Section 9.06. Notice of public hearing on budget.

At the meeting of the City Council at which the budget is submitted, the City Council shall fix the time and place of a public hearing on the budget and shall cause to be published in a newspaper of general circulation within the City of Mission, a notice of the hearing setting forth the time and place thereof at least ten (10) days before the date of such hearing.

Section 9.07. Public hearing on budget.

At the time and place set forth in the notice required by section 9.06, ~~or at any time and place to which such public hearing shall from time to time be adjourned~~, the City Council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained.

Section 9.08. Proceeding on budget after public hearing.

After the conclusion of such public hearing, the City Council may insert new items or may increase or decrease the items of the budget, except items in proposed expenditures fixed by law, but where it shall increase the total proposed expenditures, it shall also provide for an increase in the total anticipated revenue at least to equal such proposed expenditures.

Section 9.09. Vote required for adoption.

The budget shall be adopted by the favorable vote of a majority of the members of the whole City Council.

Section 9.10. Date of final adoption.

The budget shall be finally adopted not later than fifteen (15) days prior to the beginning of the fiscal year, and should the City Council fail to so adopt a budget, the then existing budget together with its tax levying ordinance and its appropriation ordinance shall be deemed adopted for the ensuing fiscal year.

Section 9.11. Effective date of budget; certification; copies made available.

Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the person performing the duties of City Secretary, the County Clerk of Hidalgo County, and the State Comptroller of Public Accounts at Austin. The final budget shall be printed, ~~mimeographed~~ or otherwise reproduced and copies shall be made available for the use of all offices, departments and agencies and for the use of interested persons and civic organizations [as provided in the Texas Public Information Act, as may be amended](#).

Section 9.12. Budget established appropriations.

From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes therein named.

Section 9.13. [Reserved.](#)

[Editor's note\(s\)—Former section 9.13 was deleted by a Charter amendment adopted at an election held on May 4, 2024. The deleted provisions pertained to matters related to a Contingent Appropriation Authority.](#)

Contingent appropriation.

~~Provisions shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than three (3) percent of the total budget, to be used in case of unforeseen items of expenditure. Such contingent appropriation shall be under the control of the City Manager and distributed by him, after approval of the City Council. Expenditure from this appropriation shall be made only in case of established emergencies and a detailed account of such expenditures shall be recorded and reported. The proceeds of the contingent appropriation shall be disbursed only by transfer to other departmental appropriations, the spending of which shall be charged to the departments or activities for which the appropriations are made.~~

Section 9.14. The total estimated expenditures shall not exceed estimated resources.

The total estimated expenditures of the general fund, [enterprise funds](#), and debt service fund shall not exceed the total estimated resources of each fund (prospective income plus cash on hand). The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the National Committee on Governmental Accounting or some other nationally accepted classification.

Section 9.15. Other necessary appropriations.

The City budget may be amended and appropriations altered in accordance therewith in cases of public necessity, the actual fact of which shall have been declared by the City Council.

Section 9.16. [Reserved.](#) ~~Department of Taxation.~~

[Editor's note\(s\) – Former Section 9.16 was deleted by a Charter amendment adopted at an election held on May 4, 2024. The deleted provisions pertained to matters related to the Department of Taxation.](#)~~The Department of Taxation for the City of Mission shall be under the control and direction of the City Assessor and Collector, which office shall be held by appointment of the City Manager. The [City] Assessor and Collector shall give a surety bond for faithful performance of his duties, including compliance with all controlling provisions of the state law bearing upon the functions of his office, in a sum which shall be fixed by the City Council of not less than five thousand dollars (\$5,000.00).~~

Section 9.17. Power to tax.

The City Council shall have the power under the provisions of the State law to levy, assess and collect an annual tax upon real and personal property within the City as well as all other lawful subjects of taxation to the maximum provided by the Constitution and general laws of the State of Texas.

Section 9.18. Property subject to tax.

~~All real and personal property within the City of Mission as well as all other lawful subjects of taxation shall be subject to annual taxation. The City Assessor and Collector shall assess the value of such property in accordance with the laws of the State of Texas governing taxation~~[The responsibility for appraisal of all property and preparation and submission of the appraisal roll shall be accomplished in compliance with the provisions of the Property Tax Code of the State of Texas, provided, however, that all property within the City of Mission not expressly exempted by law, shall be rendered for taxation in accordance with all applicable state statutes as now or hereinafter amended, and such statutes control over the provisions of the city charter in the event of conflict.](#)

Section 9.19. ~~Reserved. Joint tax office.~~

Editor's note(s) – Former Section 9.19 was deleted by a Charter amendment adopted at an election held on May 4, 2024. The deleted provisions pertained to matters related to a Joint Tax Office. The City of Mission may join any other taxing body to form a joint tax office with a joint assessor-collector.

~~(Amended 1-17-1987)~~

Sections 9.20, 9.21. Reserved.

Editor's note(s)—Former sections 9.20 and 9.21, pertaining to powers and duties of board of equalization, were deleted by a Charter amendment adopted at an election held on January 17, 1987.

Section 9.22. Taxes; when due and payable.

All taxes due the City of Mission shall be payable at the office of the City's ~~a~~ Assessor-~~C~~ collector and may be paid at any time after the tax rolls for the year have been approved, which shall not be later than October 1. Taxes shall be paid before February 1, and all such taxes not paid prior to such date shall be deemed delinquent and shall be subject to such penalty and interest as authorized by ordinance. Failure to levy and assess taxes through omission in preparation of the approved tax roll shall not relieve the person, firm or corporation so omitted from obligation to pay such current or past-due taxes as shown to be payable by recheck of the rolls and receipts for the years in question.

Section 9.23. Tax liens.

All property, real, personal, and mixed situated in the City of Mission shall stand charged with a special lien in favor of the City for the taxes due thereon, which lien, charge or encumbrance the City is entitled to enforce and foreclose in any court having jurisdiction over the same or in any other manner provided by law. Such lien shall be prior to all other claims, and no gift, sale, assignment or transfer of any kind, or judicial writ of any kind, can ever defeat such lien.

Section 9.24. Reserved.

Editor's note(s)—Former section 9.24 was deleted by a Charter amendment adopted at an election held on January 17, 1987. The deleted provisions pertained to compensation for members of the board of equalization.

ARTICLE 10. FRANCHISE AND PUBLIC UTILITIES⁵**Section 10.01. Powers of the City.**

In addition to the City's power to buy, own, construct, lease, maintain, operate and regulate public utilities and to manufacture, distribute and sell the output of such utility operations, the City shall have further powers as may now or hereafter be granted under the Constitution and laws of the State of Texas.

⁵Cross reference(s)—Utilities, ch. 114; franchises, App. B.

Section 10.02. Franchise power of City Council.

The City Council shall have power by ordinance to grant, amend by mutual agreement, renew and extend, all franchises of all public utilities of every character within the City of Mission. All ordinances granting, amending, renewing, or extending franchises for public utilities shall be read at two (2) separate regular meetings of the City Council, and shall not be finally passed until thirty (30) days after the first reading; and no such ordinance shall take effect until thirty (30) days after its final passage; and the full text of such ordinances shall be published once within fifteen (15) days following the first reading in a newspaper of general circulation within the City of Mission, and the expense of such publication shall be borne by the proponent of the franchise. No public utility franchise shall be granted for a term of more than twenty (20) years nor be transferable except with the approval of the City Council expressed by ordinance. The term "transferable" as used herein shall not be construed in such a manner as to prevent the utility from pledging said franchise as security for a valid debt or mortgage.

Section 10.03. Franchise value not to be allowed.

No value shall be assigned to any franchise granted by the City of Mission under this Charter in fixing reasonable rates and charges for utility service within the City and in determining the just compensation to be paid by the City for public utility property which the City may acquire by condemnation or otherwise.

Section 10.04. Right of regulation.

All grants, renewal, extensions or amendments of public utility franchise, whether it be so provided in the ordinance or not, shall be subject to the right of the City Council of the City of Mission to exercise the following enumerated powers, which powers the City Council shall have no power to waive by omitting to include same in the franchise ordinance, or by including a provision in the franchise ordinance in derogation thereof:

- (a) To repeal the same by ordinance, after thirty (30) days' advance notice, (during which time the grantee shall have the opportunity to correct any default), and hearing upon the failure of grantee to comply with the ordinances, franchise and Charter of the City of Mission; and from which decision of the City Council, the grantee shall have the right to appeal to the courts of this State;
- (b) To require proper and adequate extension of plant and service, and the maintenance of the plant and fixtures at the highest reasonable standard of efficiency;
- (c) To establish reasonable standards of service and quality of products and prevent unjust discrimination in service or rates;
- (d) To examine and audit at any time during regular business hours the accounts and other records of any such utility which are relevant to the City's right of regulation, and to require annual and other reports, including reports on operation within the City of Mission;
- (e) To impose such reasonable regulations and restrictions as may be deemed desirable or conducive to the safety, welfare, and accommodation of the public;
- (f) To require such compensation and rental as may be permitted by the laws of the State of Texas.

(Amended 1-17-1987)

State law reference(s)—Municipal regulation, V.T.C.A., Utilities Code § 103.001 et seq.

Section 10.05. Regulations of rates and services.

The City Council shall have the power, after due notice and hearing to regulate by ordinance the rates and services of every public utility operating in the City of Mission; shall have the power to employ expert advice and assistance in determining a reasonable rate and equitable profit to the public utility; and shall have the power to require within the franchise grant, or any extension, or renewal thereof, or as a condition precedent to any hearing concerning rates and service of any public utility operating within the said City, that the movant seeking the rate or service change pay the reasonable cost of the service of a rate consultant of the choice of the City Council.

Section 10.06. Grant not to be exclusive.

No grant or franchise to construct, maintain or operate a public utility and no renewal or extension of such grant shall be exclusive.

Section 10.07. Consent of property owners.

The consent of abutting and adjacent property owners shall not be required for the construction, extension, maintenance or operation of any public utility; ~~but nothing in~~ this Charter or in any franchise granted thereunder shall ~~ever not~~ be construed to deprive any such property owner of any right of action for damage or injury to his property as now or hereafter provided by law.

Section 10.08. Extensions.

All extensions of public utilities within the City limits shall become a part of the aggregate property of the public utility, shall be operated as such, and shall be subject to all the obligations and reserved rights contained in this Charter and in the original grant hereafter made. The right to use and maintain any extension shall terminate with the original grant and shall be terminable as provided in section 10.04 of this Charter. In case of an extension of a public utility operated under a franchise hereafter granted such right shall be terminable at the same time and under the same conditions as the original grant.

Section 10.09. Other conditions.

All franchises heretofore granted or recognized as contracts between the City of Mission and the grantee, and the contractual rights as contained in any such franchise shall not be impaired by the provisions of this Charter, except that the power of the City of Mission to exercise the right to eminent domain in the acquisition of utility property is in all things reserved and except the general power of the City heretofore existing and herein provided for to regulate the rates and services of a grantee which shall include the right to require property and adequate extension of plant and service of the plant and fixtures at the highest reasonable standard of efficiency. Every public utility franchise hereafter granted shall be held subject to all the terms and conditions contained in the various sections of this article whether or not such terms are specifically mentioned the franchise, and no such term or condition shall be waived by failing to include same in the franchise ordinance, or by the inclusion of a provision in the franchise ordinance in degradation of same.

(Amended 1-17-1987)

Section 10.10. Accounts of municipally owned utilities.

Accounts shall be kept for each utility owned or operated by the City in such manner as to show the true and complete financial results of such City ownership and operation, including all assets and all liabilities, appropriately

subdivided by classes, depreciation reserve, other reserves and surplus; also revenues, operating expenses, including depreciation, interest payments, rental and other disposition of annual income. The accounts shall show actual capital cost to the City of each public utility owned, also the cost of all extensions, additions and improvements and the source of funds expended for such capital purposes. They shall show as nearly as possible the cost of any service furnished to or rendered by any such utility to any city government department. The City Council shall cause an annual report to be made by a certified public accountant and shall publish such report showing the financial results of such City ownership and operation, giving the information specified in this section and such other data as the City Council shall deem expedient.

Section 10.11. Sales of water, sewer and other services.

- (a) The City Council shall have the power and authority to sell and distribute water, and to sell and provide sewer services to any person, firm or corporation inside or outside the limits of the City of Mission, and to permit them to connect with said system under contract with the City, under such terms and conditions as may appear to be for the best interest of the City; provided the charges fixed for such services outside the City limits shall be reasonable when considered in the light of all circumstances, to be determined by the City Council.
- (b) The City Council shall have the power and authority to prescribe the kind of water or sewer pipes within or beyond the limits of the City of Mission, where it furnished the service and to inspect the same and require them to be kept in good order and condition at all times and to make such rules and regulations as shall be necessary and proper, and prescribe penalties for noncompliance with same.
- (c) The City Council shall have the power to provide for a sanitary sewer and water system and require property owners to connect their premises with sewer, provide for penalties for failure to make such a connection and provide by ordinance for fixing a lien against the premises of any property owner who fails or refuses to make sanitary sewer connections and to charge the cost against said owner and make it a personal liability.

ARTICLE 11. GENERAL POWERS

Section 11.01. Reserved.

Editor's note(s)—Former section 11.01, pertaining to publicity of records, was deleted by a Charter amendment adopted at an election held on January 17, 1987.

Section 11.02. Personal interest.

~~No member of City Council, officer or employee of the City shall have a financial interest, directly or indirectly, in the sale to the City of any land, or rights in any land, materials, supplies or services, except as authorized in accordance with the constitution and laws of the State of Texas. No officer or employee of the City shall have a financial interest, direct or indirect, in any contract with the City, nor shall be financially interested, directly or indirectly, in the sale to the City of and [any] land, or rights or interest in any land, materials, supplies or service. The above provision shall not apply in any case where the sale to the City of any land or an interest therein is made in a condemnation proceeding or under threat of condemnation, or where the interest is represented by ownership of stock in a corporation involved, provided such stock ownership amounts to less than one (1) percent of the corporation's stock. Any violation of this section shall constitute malfeasance in office, and any officer or employee of the City found guilty thereof shall thereby forfeit his office or position. Any violation of this section with the knowledge, expressed or implied, of the person or corporation contracting with the City shall render the contract voidable by the City Manager or the City Council.~~

~~(Amended 1-17-1987)~~

Section 11.03. Drilling operations.

As may be permitted by state law, including but not limited to the Texas Natural Resources Code, ~~The~~ the City Council may, by ordinance, prohibit the drilling of oil, gas and other mineral wells, or may provide regulations for the drilling, spacing, completion and operation of oil, gas and other mineral wells. The City Council may, by ordinance, prohibit the drilling of water wells for commercial, industrial and agricultural purposes, and may provide regulations for the drilling and use of water wells for commercial, industrial and agricultural and domestic purposes.

Section 11.04. Nepotism.

No person shall be employed by the City in contravention of any applicable nepotism statutes.

(Amended 1-17-1987)

State law reference(s)—Nepotism, V.T.C.A., Government Code § 573.041 et seq.

Section 11.05. Provisions relating to assignment, execution and garnishment.

The property, real and personal, belonging to the City shall not be liable to be sold or appropriated under writ of execution or cost bill. The funds belonging to the City, in the hands of any person, firm or corporation, shall not be liable to garnishment, attachment, or sequestration; nor shall the City be liable to garnishment on account of any debt it may owe or funds or property it may have on hand or owing to any person. Neither the City or any off its officers or agents shall be required to answer any such writ to garnishment on any account whatever. The City shall not be obligated to recognize any assignment of wages or funds by its employees, agents, or contractors.

Section 11.06. City not required to give security or executive bond.

It shall not be necessary in any action, suit or proceeding in which the City of Mission is a party, for any bond, undertaking, or security to be demanded or executed by or on behalf of said City in any of the State courts, but in all such actions, suits, appeals, or proceedings same shall be conducted in the same manner as if such bond, undertaking or security had been given as required by law.

Section 11.07. Special provisions covering damage suits.

Before the City shall be liable for damage on a claim or suit for personal injury, or damage to property, the person who is injured, or whose property is damaged, or someone in his behalf, shall give the City Manager or the person performing the duties of City Secretary, notice in writing within six (6) months after the occurrence of the alleged injury, or damage, stating specifically in such notice when, where and how the injury or damage was sustained, and setting forth the extent of the injury of [or] damage as accurately as possible, and giving the names and addresses of all witnesses upon whose testimony such person is relying to establish the injury or damage. No action at law for damages shall be brought against the City for personal injury or damage to property prior to the expiration of sixty (60) days after the notice hereinabove described has been filed with the City Manager or other person performing the duties of City Secretary, and not later than one (1) year after the occurrence of the injury or damage to the property. In case of injuries resulting in death, before the City shall be liable in damages therefor the person or persons claiming such damages shall within thirty (30) days after the death of the injured person give notice as above required in case of personal injury. Provided, however, that nothing herein contained shall be construed to mean that the City of Mission waives any rights, privileges, defenses, or immunities in tort actions which are provided under the common law, and the Constitution and general law of the State of Texas.

(Amended 1-17-1987)

State law reference(s)—Tort liability, V.T.C.A., Civil Practice and Remedies Code § 101.101 et seq.

Section 11.08. Bid procedure.

The City Council shall hereafter make no contract without first complying with all applicable laws requiring the submission of contracts to competitive bids.

(Amended 1-17-1987)

Sections 11.09, 11.10. Reserved.

Editor's note(s)—Former sections 11.09 and 11.10, pertaining to contracts let on lump sum or unit price basis, and contract changes, were deleted by Charter amendments adopted at an election held January 17, 1987.

Section 11.11. Separability clause.

If any section or part of section of this Charter shall be held invalid by a court of competent jurisdiction, such holding shall not affect the remainder of this Charter nor the context in which such section or part of section so held invalid may appear, except to the extent that an entire section or part of section may be inseparably connected in meaning and effect with the section or part of section to which such holding shall directly apply.

Section 11.12. Effect of this Charter on existing law.

All ordinances, resolutions, rules and regulations now in force under the City Government of Mission and not in conflict with the provisions of this Charter, shall remain in force under this Charter until altered, amended or repealed by the Council after this Charter takes effect; and all rights of the City of Mission under existing franchises and contracts are preserved in full force and effect to the City of Mission. Upon the valid adoption of this Charter the Charter adopted by the City of Mission November 9, 1928, as amended shall be repealed and no longer of force and effect.

Section 11.13. Interim municipal government.

The members of the governing body holding office when this Charter is adopted shall continue in office under the terms of Article 3 hereof for the balance of the terms to which they were elected under the terms of the former Charter, and be known as Mayor and councilmen hereafter. Immediately after the adoption of this Charter the members of the then existing governing body, including the Mayor, shall draw for places one (1) through four (4), and the election to be held the first Tuesday in April 1962 shall be to fill the places of the Mayor and the members whose terms expire in 1962.

Section 11.14. Applicability of general laws.

The Constitution of the State of Texas, the statutes of said State applicable to home rule municipal corporation, as now or hereafter enacted, this Charter and ordinances enacted pursuant hereto shall, in the order mentioned, be applicable to the City of Mission, but the City shall also have the power to exercise any, and all powers conferred by the laws of the State of Texas upon any other kind of city, town or village, not contrary to the provisions of said home rule statutes, Charter and ordinances, but the exercise of any such powers by the City of Mission shall be optional with it, and it shall not be required to conform to the law governing any other cities, towns or villages unless and until by ordinance it adopts same.

Section 11.15. Amending the Charter.

Amendments to this Charter may be framed and submitted to the voters of the City in the manner provided by Chapter 13 of Title 28 of the Revised Civil Statutes of Texas, 1925, as now or hereafter amended.

Section 11.16. Submission of Charter to voters.

The Charter Commission in preparing this Charter finds and decides that it is impracticable to segregate each subject so as to, permit a vote of "yes" or "no" on the same, for the reason that the Charter is so constructed that in order to enable it to work and function it is necessary that it should be adopted in its entirety. For these reasons, the Charter Commission directs that the said Charter be voted upon as a whole and that it shall be submitted to the qualified voters of the City of Mission at an election to be held for that purpose on the twenty-ninth day of August, 1961. Not less than thirty (30) days prior to such election, the City Council shall cause the City Secretary to mail a copy of this Charter to each qualified voter of the City of Mission as appears from the latest tax collector's roll. If a majority of the qualified voters voting in such election shall vote in favor of the adoption of this Charter, it shall become the Charter of the City of Mission, and after the returns have been canvassed, the same shall be declared adopted and the City Secretary shall file an official copy of the Charter with the records of the City. The [City] Secretary shall furnish the Mayor a copy of said Charter, which copy of the Charter so adopted, authenticated and certified by his signature and the seal of the City shall be forwarded by the Mayor to the Secretary of the State of Texas and shall show the approval of such Charter by majority vote of the qualified voters voting at such election.

We, the undersigned members of the Charter Revision/Amendment Committee heretofore duly appointed to prepare amendments to the Charter for the City of Mission, Texas, do hereby certify that this publication constitutes a true copy of the proposed Charter amendments for the City of Mission, Texas, as adopted by the members thereof.

Pat Thompson, Chairman

Miguel Olivarez, Vice-Chairman

Judith Femat

Ernesto Pena, Jr.

Dean Garrett

Frank Perez

Fernando Salinas

June Brann

Lupe Ozuna

Inez Garcia

Bertha Cavazos

Ralph Findley

Sylvia Pedraza

Linday Nickel

Jeff Howell

(Amended 1-17-1987)



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Michael Fernuik, Golf Director
AGENDA ITEM: Authorization to lease/purchase golf course equipment from United Ag & Turf via Sourcewell Grounds Maintenance Contract # 031121-DAC (PG BT CG 76) - Fernuik

NATURE OF REQUEST:

Shary Golf Course is seeking authorization to purchase (1) fairway mower and (2) Aerators from United Ag & Turf via Sourcewell Grounds Maintenance Contract #031121-DAC (PG BT CG 76)

BUGETED: Yes **FUND:** Capital Outlay **ACCT. #:** 07-411-74950

BUDGET: \$166,464.00 **EST. COST:** \$123,061.00 **CURRENT BUDGET BALANCE:** \$166,646.00

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

 United Ag & Turf
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 US

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

 United Ag & Turf
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 830-693-6477
 marblefallsgolfjd@unitedagt.com

Quote Summary
Prepared For:

 CITY OF MISSION SHARY MUNICIPAL GOLF
 COURSE
 2201 N MAYBERRY ST
 MISSION, TX 78572
 Business: 956-580-8770

Delivering Dealer:
United Ag & Turf
 David Shackelford
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 Phone: 830-693-6477
 davidshackelford@unitedagt.com

CITY OF MISSION SOURCEWELL ID# 99270
SOURCEWELL CONTRACT #031121-DAC (PG BT CG 76)
ALL PURCHASE ORDERS MUST BE MADE OUT TO:
UNITED AG & TURF
7736 CENTRAL PARK DR.
WACO, TX 76712
Quote ID: 30358817
Created On: 11 February 2024
Last Modified On: 11 February 2024
Expiration Date: 11 March 2024

ESTIMATED MONTHLY PAYMENT
60 MONTH MUNICIPAL LEASE PURCHASE ESTIMATED
MONTHLY PAYMENT \$2,394.86

Equipment Summary	Selling Price	Qty	=	Extended
JOHN DEERE 6700A PrecisionCut Fairway Mower Contract: Sourcewell Grounds Maint 031121-DAC (PG BT CG 76) Price Effective Date: February 10, 2024	\$ 72,923.00	1	=	\$ 72,923.00
JOHN DEERE Aercore 800 Aerator Contract: Sourcewell Grounds Maint 031121-DAC (PG BT CG 76) Price Effective Date: February 10, 2024	\$ 25,069.00	2	=	\$ 50,138.00
Equipment Total				\$ 123,061.00

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 123,061.00
Trade In	
SubTotal	\$ 123,061.00

Salesperson : X _____

Accepted By : X _____

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

United Ag & Turf
809 Steve Hawkins Pwky
Marble Falls, TX 78654
US

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

United Ag & Turf
809 Steve Hawkins Pwky
Marble Falls, TX 78654
830-693-6477
marblefallsgolfjd@unitedagt.com

Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 123,061.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 123,061.00

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote Id: 30358817 **Customer Name:** CITY OF MISSION SHARY MUNICIPAL GOLF COURSE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):
 United Ag & Turf
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 US

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 United Ag & Turf
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 830-693-6477
 marblefallsgolfjd@unitedagt.com

JOHN DEERE 6700A PrecisionCut Fairway Mower

Hours:

Stock Number:

Contract: Sourcewell Grounds Maint 031121-DAC (PG BT CG 76) **Selling Price ***
 \$ 72,923.00

Price Effective Date: February 10, 2024

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
1585TC	6700A PrecisionCut Fairway Mower	1	\$ 71,499.00	24.00	\$ 17,159.76	\$ 54,339.24	\$ 54,339.24
Standard Options - Per Unit							
001A	United States and Canada	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
183E	JDLink™ Modem	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
0443	All Other countries (English/Spanish)	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
1208	Quick Adjust 7 (QA7) 8-blade Cutting Units	1	\$ 21,731.00	24.00	\$ 5,215.44	\$ 16,515.56	\$ 16,515.56
1305	76.2 mm (3-in.) Diameter Heavy Duty Grooved Disc Rollers	1	\$ 1,906.00	24.00	\$ 457.44	\$ 1,448.56	\$ 1,448.56
1401	QA7 Cutting Unit ONLY Counterweights	1	\$ 495.00	24.00	\$ 118.80	\$ 376.20	\$ 376.20
9756	(5) 22 In. Smooth Roller Scrapers	1	\$ 122.00	24.00	\$ 29.28	\$ 92.72	\$ 92.72
9764	Canopy	1	\$ 895.00	24.00	\$ 214.80	\$ 680.20	\$ 680.20
Standard Options Total			\$ 25,149.00		\$ 6,035.76	\$ 19,113.24	\$ 19,113.24
Dealer Attachments/Non-Contract/Open Market							
Delivery	Delivery Fee	1	\$ 437.00	0.00	\$ 0.00	\$ 437.00	\$ 437.00
Dealer Attachments Total			\$ 437.00		\$ 0.00	\$ 437.00	\$ 437.00
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Additional Discounts							
Multi-unit Discount		1			\$ 966.48	\$ -966.48	\$ -966.48
Additional Discount Total					\$ 966.48	\$ -966.48	\$ -966.48
Total Selling Price			\$ 97,085.00		\$ 24,162.00	\$ 72,923.00	\$ 72,923.00

Selling Equipment

Quote Id: 30358817 **Customer Name:** CITY OF MISSION SHARY MUNICIPAL GOLF COURSE

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):
 United Ag & Turf
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 US

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 United Ag & Turf
 809 Steve Hawkins Pwky
 Marble Falls, TX 78654
 830-693-6477
 marblefallsgolfjd@unitedagt.com

JOHN DEERE Aercore 800 Aerator

Equipment Notes:

Hours:

Stock Number:

Contract: Sourcewell Grounds Maint 031121-DAC (PG BT CG 76)

Selling Price *

\$ 25,069.00

Price Effective Date: February 10, 2024

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
456ATC	Aercore 800 Aerator	2	\$ 32,342.00	24.00	\$ 7,762.08	\$ 24,579.92	\$ 49,159.84
Standard Options - Per Unit							
001A	United States and Canada	2	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
0443	All Other Countries (English / Spanish)	2	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Dealer Attachments/Non-Contract/Open Market							
Delivery	Delivery Fee	2	\$ 437.00	0.00	\$ 0.00	\$ 437.00	\$ 874.00
TCU35330	Tine - TINE, 5/8,HOLLOW, SE,UL,5.5,3/4 MT	32	\$ 21.50	24.00	\$ 5.16	\$ 261.44	\$ 522.88
TCU35324	Tine - TINE, 5/8,SOLID, PL,5.5,3/4 MT	32	\$ 9.38	24.00	\$ 2.25	\$ 114.08	\$ 228.16
Dealer Attachments Total			\$ 931.08		\$ 118.56	\$ 812.52	\$ 1,625.04
Additional Discounts							
Multi-unit Discount		2			\$ 323.42	\$ -323.42	\$ -646.84
Additional Discount Total					\$ 323.42	\$ -323.42	\$ -646.84
Total Selling Price			\$ 33,273.08		\$ 8,204.06	\$ 25,069.02	\$ 50,138.04



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Juan Pablo “JP” Terrazas, P.E., Assistant City Manager

AGENDA ITEM: Authorization to execute a Fourth Amendment to Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Police & Fire Substation #6 Project - Terrazas

NATURE OF REQUEST:

This project involves the construction of the Police & Fire Substation #6 Project on Schuerbach Road. A Third Amendment to Reimbursement Agreement was in the amount of \$7.2 million, while the total cost of the project was \$7.6 million, creating a shortage of funds in the amount of \$585,902.80. The shortage was due to engineering costs and testing of materials, which were not factored in when the bid was awarded to The Warren Group. Other amendments were due to change orders related to furniture, road improvements, and equipment. A Fourth Amendment to the Reimbursement Agreement was proposed and approved by the Mission Redevelopment Authority at their Board meeting of January 23, 2024 to address the shortage of funds. The Authority’s legal counsel, Sanjay Bapat with Allen Boone Humphries & Robinson LLP, will create the fourth amendment to reimbursement agreement. Attached is supporting documentation.

BUDGETED: No **FUND:** Capital Projects **ACCT. #:** 09-411-74890

BUDGET: \$ _____ **EST. COST:** \$585,902.80 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval of Fourth Amendment to Reimbursement Agreement

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Mission Redevelopment Authority Approval

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

FOURTH AMENDMENT TO REIMBURSEMENT AGREEMENT

This Fourth Amendment to Reimbursement Agreement (this “Amendment”), effective as of _____, 2024, is made by and between MISSION REDEVELOPMENT AUTHORITY (the “Authority”), a local government corporation created and organized under the provisions of the Texas Transportation Corporation Act, Chapter 431, Transportation Code, and authorized and approved by the City of Mission, Texas pursuant to Resolution No. 1021 adopted on November 26, 2001, acting by and through its governing body, the Board of Directors (the “Authority Board”), REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS (the “TIRZ”), a tax increment reinvestment zone created by the City of Mission, Texas pursuant to Chapter 311, Texas Tax Code, as amended, acting by and through its governing body, the Board of Directors (the “TIRZ Board”), and THE CITY OF MISSION, TEXAS (the “City”), a Texas home-rule city.

RECITALS

WHEREAS, the Authority, the TIRZ and the City entered into that certain Reimbursement Agreement, as amended twice prior to this Amendment (the “Agreement”), relating to the financing and construction of a police and fire substation located at Military Road and Breyfogle Road (Scheurbach Road), more particularly described in the Agreement, for the benefit of the TIRZ; and

WHEREAS, the parties have determined to proceed with the police and fire station, but the costs of the project have changed substantially, and the parties wish to amend the Agreement for a third time to provide to provide for additional costs totaling \$585,902.80 for cost overruns; now therefore,

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the Authority, the TIRZ, and the City contract and agree as follows:

1. Recitals. The facts contained in the recitals to this Amendment are hereby found to be true and correct.
2. Definitions. Capitalized terms used in this Amendment shall have the meanings assigned to them in the Agreement, unless otherwise defined or the context clearly requires otherwise.
3. Amendment to the Agreement.
 - a. Section 3.2 of the Agreement is hereby amended to read in its entirety as follows:

“3.2 Project Costs. The Project Costs eligible under this Agreement shall be the City’s actual design and construction costs, plus various equipment and furniture, of the Public Improvements that are eligible for financing by the Authority under the Project and Financing Plan, not to exceed \$7,817,173.60, and shall not include interest.”

- b. Section 5.1 of the Agreement is hereby amended to change “\$7,231,270.80” to “\$7,817,173.60.”
 - c. Any references inconsistent with the Third Amendment to this Agreement are hereby confirmed as may be required to be consistent therewith.
4. Agreement in effect. Except as specifically provided herein, the Agreement remains in full force and effect as of its original date.

[EXECUTION PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this Reimbursement Agreement to be duly executed as of the date first written above.

MISSION REDEVELOPMENT AUTHORITY

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: _____
Title: _____

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS

By: _____
Name: _____
Title: _____

ATTEST:

By: _____
Name: _____
Title: _____

CITY OF MISSION, TEXAS

Mayor

City Secretary

Approved as to form:

City Attorney

PD/Fire Substation #6

	<u>Contract</u>	<u>TIRZ REIMB.</u>	<u>CITY ACTUAL</u>	<u>REMAINING</u>
Construction				
Gerlach Builders				
General	233,440.00	233,440.00	231,120.00	2,320.00
Sitework	963,065.00	963,065.00	963,065.00	0.00
Concrete	438,262.00	438,262.00	438,262.00	0.00
Masonry	600,000.00	600,000.00	600,000.00	0.00
Structural Steel	668,700.00	668,700.00	668,700.00	0.00
Woods & Plastics	50,000.00	50,000.00	31,750.00	18,250.00
Moisture Protection	160,867.00	160,867.00	160,867.00	0.00
Doors & Windows	422,032.00	422,032.00	422,032.00	0.00
Finishes	641,547.00	641,547.00	629,647.00	11,900.00
Specialties	41,853.00	41,853.00	41,853.00	0.00
Equipment	127,579.46	127,579.46	127,579.46	0.00
Detention Equipment	84,231.00	84,231.00	63,919.00	20,312.00
Fire Suppression System	43,800.00	43,800.00	43,800.00	0.00
Plumbing	325,000.00	325,000.00	325,000.00	0.00
HVAC	438,310.00	438,310.00	438,310.00	0.00
Electrical	794,405.54	794,405.54	784,089.50	10,316.04
Allowances	126,948.00	126,948.00	114,816.06	12,131.94
Change Order #1	452,739.60	452,739.60	252,138.72	200,600.88
<i>Subtotal</i>	<i>6,612,779.60</i>	<i>6,612,779.60</i>	<i>6,336,948.74</i>	<i>275,830.86</i>
IT Network				
Telepro				
Phase 001	75,451.00	75,451.00	61,132.80	14,318.20
Phase 002	77,150.00	77,150.00	61,853.10	15,296.90
Phase 003	98,544.00	98,544.00	72,342.73	26,201.27
Phase 004	47,311.00	47,311.00	47,035.25	275.75
Phase 005	14,035.20	14,035.20	14,035.20	0.00
<i>Subtotal</i>	<i>312,491.20</i>	<i>312,491.20</i>	<i>256,399.08</i>	<i>56,092.12</i>
Furniture				
Texas Wilson				
Furniture Estimate	300,000.00	300,000.00	200,946.90	99,053.10
<i>Subtotal</i>	<i>300,000.00</i>	<i>300,000.00</i>	<i>200,946.90</i>	<i>99,053.10</i>
Engineering				
Melden & Hunt	18,200.00	0.00	18,200.00	(18,200.00)
<i>Subtotal</i>	<i>18,200.00</i>	<i>0.00</i>	<i>18,200.00</i>	<i>(18,200.00)</i>
Millennium Engineers	60,000.00	0.00	51,326.00	(51,326.00)
<i>Subtotal</i>	<i>60,000.00</i>	<i>0.00</i>	<i>51,326.00</i>	<i>(51,326.00)</i>
The Warren Group Architects	513,702.80	0.00	511,154.49	(511,154.49)
<i>Subtotal</i>	<i>513,702.80</i>	<i>0.00</i>	<i>511,154.49</i>	<i>(511,154.49)</i>
Misprint on reimbursement agreement		6,000.00	0.00	6,000.00
Total	7,817,173.60	7,231,270.80	7,374,975.21	(143,704.41)
To date CITY has paid:		7,374,975.21		
Reimbursement remainder:		(143,704.41)		
Estimated overages:		585,902.80		



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Juan Pablo “JP” Terrazas, P.E., Assistant City Manager

AGENDA ITEM: Authorization to execute a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Walsh Road Expansion Project - Terrazas

NATURE OF REQUEST:

This project involves engineering services for the construction of a three-quarter mile (¾) expansion of a road from Perez Street to Frontage Road. The Mission Redevelopment Authority (MRA) Board engaged Melden & Hunt Inc. for engineering services at their meeting of November 28, 2023, and a proposal was submitted by Melden & Hunt Inc. for their services on the project in the amount of \$1,764,369.25. The approved a reimbursement agreement between the City of Mission and MRA at their Board meeting of January 23, 2024 in the amount of \$1,764,369.25. The Authority’s legal counsel, Sanjay Bapat with Allen Boone Humphries & Robinson, LLP, will create the reimbursement agreement.

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

BUDGET: \$ _____ **EST. COST:** \$1,764,369.25 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval of Reimbursement Agreement

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Mission Redevelopment Authority Approval

City Manager’s Recommendation: Approval *JP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

MARIO A. REYNA • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • RUBEN JAMES DE JESUS • MICHAEL HERNANDEZ

TBPELS Firm # F-1435
TBPELS # 10096900

January 19, 2024

Mr. JP Terrazas
Assistant City Manager
City of Mission
1201 E. 8th Street
Mission, Texas 78572

Ref: Cost Proposal for Professional Engineering Services
Walsh Road Improvements

Dear Mr. Terrazas,

We greatly appreciate the opportunity to provide the City of Mission with professional engineering services. As requested, this is our proposal letter for a Walsh Road Improvements. Melden & Hunt, Inc. will prepare detailed construction drawings, technical specifications, and provide basic engineering services and special services related to the construction of the Walsh Road Improvements.

We proposed to accomplish the above tasks for a fixed fee as shown below:

Task	Fee
Basic Services	
A.) Design Services (PS&E)	
B.) Bid Phase Services	
C.) Construction Administration Services	
D.) Construction Inspection	
Total Basic Services	\$91,228.00
Special Services	
Surveying	
Total Special Services	\$17,105.00
Total Engineering Cost	\$108,333.00

We appreciate the opportunity being provided to us to work on this very important project, and we look forward to getting started just as soon as possible. Should have any questions or comments please do not hesitate to call me.

Respectfully,

Ruben James De Jesus, P.E., R.P.L.S.
Vice-President
Melden & Hunt, Inc.

1/18/2024 ENGINEER'S OPINION OF PROBABLE CONS. COST WALSH ROAD EXPANSION					
WATER IMPROVEMENTS: On site		Quantity	Unit	Unit Price	Item Total
1	8" PVC C900 DR18	3905	LF	\$ 35.00	\$ 136,675.00
2	8" Flange Cast Iron Tee gate valve	1	EA	\$ 1,500.00	\$ 1,500.00
3	8" MJ Flange gate valve	3	EA	\$ 2,500.00	\$ 7,500.00
4	2" Flush valve	1	EA	\$ 900.00	\$ 900.00
5	2" service connection	2	EA	\$ 750.00	\$ 1,500.00
6	Fire hydrant w/6" valve	5	EA	\$ 5,200.00	\$ 26,000.00
7	8" 45 degree elbow	1	EA	\$ 500.00	\$ 500.00
Total Water Improvements:					\$ 174,575.00
DRAINAGE IMPROVEMENTS:					
1	36" Storm sewer (6'-8' cut)	23	LF	\$ 100.00	\$ 2,300.00
2	30" Storm sewer (6'-8' cut)	639	LF	\$ 85.00	\$ 54,315.00
3	24" Storm sewer (0'-6' cut)	890	LF	\$ 65.00	\$ 57,850.00
4	Ty "A" inlet (6'-8' cut)	8	EA	\$ 3,500.00	\$ 28,000.00
5	Headwall/down drain	2	LF	\$ 3,000.00	\$ 6,000.00
6	Trench excavation protection	1488	LF	\$ 4.00	\$ 5,952.00
7	Pond Excavation	1	LS	\$ 65,000.00	\$ 65,000.00
8	Lot Fill	1	LS	\$ 50,000.00	\$ 50,000.00
Total Drainage Improvements:					\$ 269,417.00
PAVING IMPROVEMENTS:					
1	Excavation & grading	9100	SY	\$ 3.00	\$ 27,300.00
2	5% Lime treated subgrade	9100	SY	\$ 4.00	\$ 36,400.00
3	Lime	115	TNS	\$ 260.00	\$ 29,900.00
4	10" Compacted crushed caliche base w/prime coat	9100	SY	\$ 14.00	\$ 127,400.00
5	3" Hot mix asphaltic concrete w/tack coat	11715	SY	\$ 24.00	\$ 281,160.00
6	18" Curb & gutter	3160	LF	\$ 12.00	\$ 37,920.00
7	Sidewalk	18965	SF	\$ 6.00	\$ 113,790.00
8	Street lights	17	EA	\$ 2,500.00	\$ 42,500.00
Total Paving Improvements:					\$ 696,370.00
				Sub Total:	\$ 1,140,362.00
OTHER IMPROVEMENTS AND FEES:					
1	Testing Fee	3	%	\$ 1,140,362.00	\$ 34,210.86
2	Engineering:	8	%	\$ 1,140,362.00	\$ 91,228.96
3	Surveying	1.5	%	\$ 1,140,362.00	\$ 17,105.43
4	ROW Acq.	240731	SF	\$ 2.00	\$ 481,462.00
Total:					\$ 1,764,369.25

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement (this “Agreement”), effective as of _____, 2024, is made by and between MISSION REDEVELOPMENT AUTHORITY (the “Authority”), a local government corporation created and organized under the provisions of the Texas Transportation Corporation Act, Chapter 431, Transportation Code, and authorized and approved by the City of Mission, Texas pursuant to Resolution No. 1021 adopted on November 26, 2001, acting by and through its governing body, the Board of Directors (the “Authority Board”), REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS (the “TIRZ”), a tax increment reinvestment zone created by the City of Mission, Texas pursuant to Chapter 311, Texas Tax Code, as amended, acting by and through its governing body, the Board of Directors (the “TIRZ Board”), and THE CITY OF MISSION, TEXAS (the “City”), a Texas home-rule city.

RECITALS

WHEREAS, by Ordinance No. 2683, the City Council of the City of Mission, Texas (the “City Council”) created the TIRZ, and appointed the TIRZ Board; and

WHEREAS, the TIRZ Board adopted a Project Plan and Reinvestment Zone Financing Plan (the “Project and Financing Plan”), and submitted the final Project and Financing Plan to the City Council for approval; and

WHEREAS, the City Council approved the Project and Financing Plan pursuant to Ordinance No. 2758; and

WHEREAS, the City authorized the creation of the Authority to aid, assist with, and act on behalf of the City in the performance of the City’s governmental and proprietary functions with respect to the common good and general welfare of the City and its neighboring areas; and

WHEREAS, the City, the TIRZ, and the Authority entered into that certain Agreement dated August 12, 2003, and approved by the City pursuant to Ordinance No. 2768 (the “Mission Agreement”), pursuant to which the City and the TIRZ contracted with the Authority to administer the TIRZ and granted the Authority the power to engage in activities related to the acquisition and development of land, to construct and improve infrastructure in the City, to enter into development agreements with developers and/or builders in the City, and to issue, sell, or deliver bonds, notes, or other obligations in accordance with the terms of the Mission Agreement; and

WHEREAS, the Texas Tax Code provides that the TIRZ may enter into agreements as the TIRZ Board considers necessary or convenient to implement the Project and Financing Plan and to achieve its purposes; and

WHEREAS, the Board of Directors of the Authority and the TIRZ Board have determined that it is in the best interests of the TIRZ to contract with the City, in its capacity as a developer, to provide for the efficient and effective implementation of certain aspects of the Project and Financing Plan; and

WHEREAS, the City has determined that it will carry out and fund the design and construction of the Walsh Road expansion, within the TIRZ, more particularly described in this Agreement, for the benefit of the TIRZ; and

WHEREAS, the City has determined entered into that certain Reimbursement Agreement, dated November 23, 2013 by and among the City and the Authority, and that that certain Reimbursement Agreement, dated July 8, 2019 by and among the City and the Authority (the "Original Agreements") for the design and construction of the Walsh Road expansion; and

WHEREAS, the City and Authority have determined to amend and restate the Original Agreement in its entirety and that this Agreement shall supersede the Original Agreement in all respects; and

WHEREAS, the Authority intends, at the earliest feasible date, to exercise its authority under the Tax Increment Financing Act, Chapter 311, Texas Tax Code, as amended (the "Act"), and in accordance with applicable state law and with the Mission Agreement, to issue bonds or notes, the proceeds of which will be used to reimburse the City for costs advanced on behalf of the Authority pursuant to this Agreement.

AGREEMENT

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the Authority, the TIRZ, and the City contract to amend and restate the Original Agreements in their entirety:

ARTICLE 1
GENERAL TERMS

1.1 Definitions. The terms "Agreement," "Authority," "Authority Board," "City," "City Council," "TIRZ," "TIRZ Board," "Project and Financing Plan," and "Mission Agreement" have the above meanings, and the following terms have the following meanings:

"Act" means the Tax Increment Financing Act, Chapter 311, Texas Tax Code, as amended.

"Available Tax Increment" shall mean funds in the Tax Increment Revenue Fund.

“City Tax Increment” means the Available Tax Increment generated from the TIRZ that is not now otherwise committed to the reimbursement of a developer (other than the City).

“County” means Hidalgo County, Texas.

“City Advances” means any funds advanced by the City pursuant to Section 6.1 of this Agreement, expressly including, but not limited to, out-of-pocket expenses.

“Party” or “Parties” means one or more of the Authority, the TIRZ, and the City, the parties to this Agreement.

“Project Costs” means all costs relating to the planning, design, engineering, construction, and installation of the Public Improvements.

“Public Improvements” means, collectively, the projects described in Section 3.1, below.

“State” means the State of Texas.

“Tax Increment Revenue Fund” means the special fund established by the Authority and funded with payments made by the City and any other participating Taxing Units, pursuant to the Mission Agreement (which payments are attributable to increased ad valorem property taxes paid on the property within the TIRZ over the base year of 2001).

“Taxing Unit” means, individually and collectively, the City, the County, and any other taxing units that participate in the TIRZ.

1.2 Singular and Plural. Words used herein in the singular, where the context so permits, also include the plural and vice versa. The definitions of words in the singular herein also apply to such words when used in the plural where the context so permits and vice versa.

ARTICLE 2 REPRESENTATIONS

2.1 Representations of the Authority. The Authority hereby represents to the City that:

(A) The Authority is duly authorized, created and existing in good standing under the laws of the State of Texas and is duly qualified and authorized to carry out the governmental functions and operations contemplated by this Agreement.

(B) The Authority has the power, authority, and legal right to enter into and perform this Agreement and the execution, delivery, and performance hereof (a) have been duly authorized, (b) to the best of the Authority's knowledge, will not violate any applicable judgment, order, law, or regulation, and (c) do not constitute a default under, or result in the creation of, any lien, charge, encumbrance, or security interest upon any assets of the Authority under any agreement or instrument to which the Authority is a party or by which the Authority or its assets may be bound or affected.

(C) The Public Improvements and the Project Costs are components of or are consistent with the Project and Financing Plan, and the Project Costs are eligible for reimbursement in accordance with the Act.

(D) This Agreement has been duly authorized, executed, and delivered by the Authority and, constitutes a legal, valid, and binding obligation of the Authority, enforceable in accordance with its terms except to the extent that (a) the enforceability of such instrument may be limited by bankruptcy, reorganization, insolvency, moratorium, or other similar laws of general application in effect from time to time relating to or affecting the enforcement of creditors' rights and (b) certain equitable remedies including specific performance may be unavailable.

(E) The execution, delivery, and performance of this Agreement by the Authority do not require the consent or approval of any person which has not been obtained.

(F) The Authority has an exemption from the payment of sales and use taxes pursuant to the statute under which the Authority was created.

(G) The Mission Agreement, approved by the City pursuant to Ordinance No. 2768, remains in full force and effect and has not been amended or supplemented since the date of its adoption and, to the best of the Authority's knowledge, no amendment of or supplement to Ordinance No. 2768 is contemplated by the Authority or the City Council.

2.2 Representations of the City. The City hereby represents to the Authority that:

(A) The City is duly authorized, created, and validly existing under the laws of the State of Texas.

(B) The City has the power, authority, and legal right to enter into and perform the obligations set forth in this Agreement, and the execution, delivery, and performance hereof (a) have been duly authorized, (b) will not, to the best of the City's knowledge, violate any judgment, order, law, or regulation applicable to the City or any provisions of the City's organizational documents, and (c) do not constitute a default under or result

in the creation of, any lien, charge, encumbrance, or security interest upon any assets of the City under any agreement or instrument to which the City is a party or by which the City or its assets may be bound or affected.

(C) The City will have sufficient capital to perform its obligations under this Agreement at the time it needs to have sufficient capital.

(D) This Agreement has been duly authorized, executed, and delivered and constitutes a legal, valid, and binding obligation of the City, enforceable in accordance with its terms except to the extent that (a) the enforceability of such instruments may be limited by bankruptcy, reorganization, insolvency, moratorium, or other similar laws of general application in effect from time to time relating to or affecting the enforcement of creditors' rights and (b) certain equitable remedies including specific performance may be unavailable.

ARTICLE 3
THE PUBLIC IMPROVEMENTS

3.1 Public Improvements. The Public Improvements consist of design and construction of Walsh Road, more particularly described in Exhibit A (the "Public Improvements"). The Parties acknowledge that the Public Improvements will be financed and designed, and all necessary right of way will be acquired by the City and consistent with the terms of this Agreement.

3.2 Project Costs. The Project Costs eligible under this Agreement shall be the City's actual design costs and construction costs of the Public Improvements that are eligible for financing by the Authority under the Project and Financing Plan, not to exceed **\$1,764,369.25**, and shall not include interest.

ARTICLE 4
DUTIES AND RESPONSIBILITIES OF THE CITY

4.1 Design Engineering and Right-of-Way Acquisition. The City shall cause the design of the Public Improvements and acquire all necessary rights-of-way, securing all necessary permits and approvals therefor, and complying with all applicable competitive bidding laws. As applicable, the City will provide bid tabs and other information reasonably requested by the Authority to document the scope of the Public Improvements, and the costs thereof. Once the City has completed design of the Public Improvements, the City shall provide the Authority with a final cost summary of all costs associated with such Public Improvements, certificates of Completion, and evidence that all amounts owing to contractors and subcontractors have been paid in full as evidenced by customary affidavits executed by such contractors. The City will document the extent of the Public Improvements to the Authority as soon as practicable following completion thereof.

4.2 Cooperation. The City agrees that it will cooperate with the Authority and will provide all necessary information to the Authority and its consultants in order to assist the Authority in complying with the Mission Agreement, including without limitation the completion of a reimbursement audit and construction audit required therein.

4.3 Sales Taxes. The Authority has an exemption from the payment of sales and use taxes pursuant to the statute under which the Authority was created. The Parties shall use reasonable efforts to ensure that the Public Improvements constructed by the City shall have the benefit of such exemption, and the Authority shall provide the City with such certificates or other documents within its control as the City may require to qualify for such exemption under applicable laws.

ARTICLE 5
DUTIES AND RESPONSIBILITIES OF THE AUTHORITY

5.1 Authority Contributions. The Authority shall reimburse to the City the Project Costs, without interest, in the amount of the actual eligible costs of the Public Improvements as described herein. The total, actual Project Costs of the Public Improvements for which the Authority shall be responsible under the terms of this Agreement shall not exceed **\$1,764,369.25**. The Project Costs shall be financed and funded in accordance with Article 6 of this Agreement. In the event that any portion of the Public Improvements is determined by the Texas Attorney General or other authority with jurisdiction to be ineligible under the Act, the Project Costs shall be reduced by the amount of such ineligible Public Improvements. If the Authority has already repaid the City for such ineligible Public Improvements in accordance with this Agreement, the Parties agree that (a) the amount repaid by the Authority for such ineligible Public Improvements shall be offset against future repayments to the City by the Authority or (b) in the event that there are not future repayments to be made by the Authority, the City shall reimburse the Authority for such repayment within 30 days of receipt of an invoice from the Authority.

5.2 Project Costs. The Authority shall reimburse the Project Costs in accordance with this Agreement.

ARTICLE 6
PUBLIC IMPROVEMENTS FINANCING AND FUNDING

6.1 City Advances.

(A) The City will advance sufficient funds for all costs comprising the Project Costs including, without limitation, all costs of design, construction, and engineering that arose or will arise in connection with the completed Public Improvements, including all

payments arising under any contracts entered into by the City pursuant to this Agreement, all costs incurred in connection with obtaining governmental approvals, certificates, or permits (including any building permit fees) required as a part of any contracts entered into in accordance with this Agreement, all related legal fees and out-of-pocket expenses incurred in connection therewith.

(B) Following the completion of the Public Improvements, the Authority shall begin repaying the City Advances, and shall continue such repayment until repaid in full, on the earliest date that funds are available from the City Tax Increment.

(C) The Authority's obligation to reimburse the City for Project Costs is limited to the City Tax Increment generated by the TIRZ. The City Tax Increment shall be accounted for separately by the Authority, and shall be used solely for the reimbursement of the City, subject to the terms of this Agreement. The rights of the City in and to the City Tax Increment granted herein are subject only to (a) the rights of any holders of bonds, notes, or other obligations that have been heretofore or are hereafter issued by the City or any other participating Taxing Unit that are payable from and secured by a general levy of ad valorem taxes throughout the taxing jurisdiction of the City or any other participating taxing unit; (b) the rights of any of the holders of bonds and notes, including refunding bonds and notes, that are hereafter issued or incurred by the Authority and which are secured by a pledge of the Tax Increment Revenue Fund, the proceeds of which are used to pay or to refund bonds or notes issued to pay Project Costs, including City Advances; and (c) the rights of any of the holders of notes that are hereafter issued or incurred by the Authority, which are secured by a pledge of all or a part of the Tax Increment Revenue Fund, the proceeds of which are used solely to fund the annual operating and administration budget of the Authority approved by the Authority Board and the City Council.

Subject to the availability of City Tax Increment generated by the TIRZ, and further by the terms hereof, the obligation of the Authority to repay the City Advances as set forth in this Agreement from the City Tax Increment shall be absolute and unconditional until such time as the City Advances incurred pursuant to this Agreement have been fully repaid or provision for payment thereon to the City shall have been made in accordance with the terms of this Agreement. The City Advances constitute a special obligation of the Authority payable solely from the City Tax Increment as and to the extent provided in this Agreement. The City Advances do not give rise to a charge against the general credit or taxing powers of the Authority, the City, the County, or any other Taxing Unit and is not payable except as provided in this Agreement. The City, its successors and assigns, shall not have the right to demand payment thereof out of any funds of the Authority other than the City Tax Increment.

(D) The Authority shall provide to the City, upon the written request of the City, and on the earliest date such information is available after the date of such request, certified copies of all statements of revenue and the source of such revenue of the TIRZ

and of the Authority, the intended use of which is to verify the availability of funds for payment of the Project Costs or City Advances, if applicable, under this Section, and the extent of the City Tax Increment.

(E) The Authority shall use its best efforts to cause each Taxing Unit to collect all ad valorem taxes due on property located within the TIRZ and shall use its best efforts to cause such Taxing Units to deposit all tax increments due with the City for transfer to the Tax Increment Revenue Fund pursuant to the Mission Agreement.

ARTICLE 7
DEFAULT

7.1. Default.

(A) If the Authority does not perform its obligations hereunder in compliance with this Agreement in all material respects, in addition to the other rights given the City under this Agreement, the City may enforce specific performance of this Agreement or seek actual damages incurred by the City for any such default if such default is not cured within 30 days after receipt by the Authority of a written notice of default (or such longer period as is reasonably necessary; provided that actions reasonably calculated to cure the default are being diligently pursued to completion).

(B) In the event the City completes the Public Improvements but does not otherwise perform its obligations hereunder in all material respects in substantial compliance with this Agreement, in addition to the other rights given to the Authority under this Agreement, the Authority may enforce specific performance or seek actual damages incurred for any such default if such default is not cured within thirty (30) days after receipt by the City of a written notice of default (or such longer period as is reasonably necessary; provided that actions reasonably calculated to cure the default are being diligently pursued to completion).

(C) Force majeure. If force majeure prevents either Party hereto from performing any of its obligations under this Agreement, in whole or part, then the obligations of such Party, to the extent affected by such force majeure, shall be suspended during the continuance of any inability, provided that such Party is exercising due diligence to resume performance at the earliest practical time. As soon as reasonably possible after occurrence of the force majeure relied upon, the Party whose contractual obligations are affected thereby shall give notice and full particulars of such force majeure to the other Party. The term "force majeure," as used herein, shall include, without limitation of the generality thereof, acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, direct orders of any kind of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraints of government and people, civil disturbances, explosions,

and any other inabilities of either Party, whether similar to those enumerated or otherwise, which are not within the control of the Party claiming such inability, and which such Party could not have avoided by the exercise of due diligence and care. It is understood and agreed that the settlement of strikes and lockouts shall be remedied with all reasonable dispatch, but shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable to it in the judgment of the Party having the difficulty.

ARTICLE 8
GENERAL

8.1 Inspections, Audits. The City agrees to keep such operating records relating to the Public Improvements as may be required by the Authority, or by state and federal law or regulation for a period not to exceed four years after completion, unless otherwise required by law. The City shall allow the Authority reasonable access to documents and records in the City’s possession, custody or control that the Authority deems necessary to assist the Authority in determining the City’s compliance with this Agreement.

8.2 Personal Liability of Public Officials. To the extent permitted by state law, no director, officer, employee or agent of the Authority, and no officer, employee, or agent of the City, shall be personally responsible for any liability arising under or growing out of the Agreement.

8.3 Notices. Any notice sent under this Agreement (except as otherwise expressly required) shall be written and mailed (certified, return receipt requested), or sent by facsimile transmission confirmed by mailing written confirmation at substantially the same time as such facsimile transmission, or personally delivered to an officer of the receiving Party at the following addresses:

If to the City: City Manager
City of Mission, Texas
1201 E. 8th
Mission, Texas 78572

If to the Authority: Executive Director
Mission Redevelopment Authority
801 N. Bryan Road
Mission, Texas 78572

Each Party may change its address by supplying written notice to the other Party in accordance with this Section. Any communication addressed and mailed in accordance with this Section shall be deemed to be given when so mailed, any notice sent by facsimile transmission shall be deemed to be given when receipt of such transmission is

acknowledged, and any communication delivered in person shall be deemed to be given when actually received by the Authority or the City, as the case may be.

8.4 Amendments and Waivers. Any provision of this Agreement may be amended or waived if such amendment or waiver is in writing and is signed by the Authority and the City. No course of dealing on the part of the City, nor any failure or delay by the City with respect to exercising any right, power or privilege of the City under this Agreement shall operate as a waiver thereof, except as otherwise provided in this Section.

8.5 Invalidity. In the event that any of the provisions contained in this Agreement shall be held unenforceable in any respect, such unenforceability shall not affect any other provision of this Agreement.

8.6 Successors and Assigns. All covenants and agreements made herein by or on behalf of the Authority shall bind its successors and assigns and shall inure to the benefit of the City and its successors and assigns. The Authority may assign its rights and obligations under this Agreement or any interest herein, with the prior written consent of the City, which consent shall not be unreasonably withheld, conditioned, or delayed.

8.7 Exhibits; Titles of Articles, Sections and Subsections. The exhibits attached to this Agreement are incorporated herein and shall be considered a part of this Agreement for the purposes stated herein, except that in the event of any conflict between any of the provisions of such exhibits and the provisions of this Agreement, the provisions of this Agreement shall prevail. All titles or headings in this Agreement are included only for the convenience of the Parties and shall not be construed to have any effect or meaning as to the agreement between the Parties. Any reference herein to a Section or Subsection shall be considered a reference to such Section or Subsection of this Agreement unless otherwise stated. Any reference herein to an exhibit shall be considered a reference to the applicable exhibit attached hereto unless otherwise stated.

8.8 Construction. This Agreement is a contract made under and shall be construed in accordance with and governed by the laws of the United States of America and the State of Texas, as such laws are now in effect.

8.9 Entire Agreement. THIS WRITTEN AGREEMENT REPRESENTS THE FINAL AGREEMENT BETWEEN THE PARTIES AND MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS, OR SUBSEQUENT ORAL AGREEMENTS OF THE PARTIES. THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.

8.10 Term. This Agreement shall be in force and effect from the date of execution hereof for a term expiring on the date the City Advances have been repaid in full, but in

no event later than the expiration of the TIRZ. If the Authority is dissolved prior to the expiration of the TIRZ, the Mission Agreement requires the City to make satisfactory arrangements to provide for the payment of the Authority's obligations to the City hereunder.

8.11 Approval by the Parties. Whenever this Agreement requires or permits approval or consent to be hereafter given by any of the Parties, the Parties agree that such approval or consent shall not be unreasonably withheld or delayed.

8.12 Additional Actions. The Parties agree to take such actions, including the execution and delivery of such documents, instruments, petitions and certifications as may be necessary or appropriate, from time to time, to carry out the terms, provisions, and intent of this Agreement, and to aid and assist each other in carrying out such terms, provisions, and intent.

[EXECUTION PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this Reimbursement Agreement to be duly executed as of the ____ day of _____, 2024.

MISSION REDEVELOPMENT AUTHORITY

By: _____
Chairman

ATTEST:

Secretary

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS

By: _____
Chairman

ATTEST:

Secretary

CITY OF MISSION, TEXAS

By: _____
Mayor

ATTEST:

City Secretary

Exhibit A

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement (this “Agreement”), effective as of _____, 2024, is made by and between MISSION REDEVELOPMENT AUTHORITY (the “Authority”), a local government corporation created and organized under the provisions of the Texas Transportation Corporation Act, Chapter 431, Transportation Code, and authorized and approved by the City of Mission, Texas pursuant to Resolution No. 1021 adopted on November 26, 2001, acting by and through its governing body, the Board of Directors (the “Authority Board”), REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS (the “TIRZ”), a tax increment reinvestment zone created by the City of Mission, Texas pursuant to Chapter 311, Texas Tax Code, as amended, acting by and through its governing body, the Board of Directors (the “TIRZ Board”), and THE CITY OF MISSION, TEXAS (the “City”), a Texas home-rule city.

RECITALS

WHEREAS, by Ordinance No. 2683, the City Council of the City of Mission, Texas (the “City Council”) created the TIRZ, and appointed the TIRZ Board; and

WHEREAS, the TIRZ Board adopted a Project Plan and Reinvestment Zone Financing Plan (the “Project and Financing Plan”), and submitted the final Project and Financing Plan to the City Council for approval; and

WHEREAS, the City Council approved the Project and Financing Plan pursuant to Ordinance No. 2758; and

WHEREAS, the City authorized the creation of the Authority to aid, assist with, and act on behalf of the City in the performance of the City’s governmental and proprietary functions with respect to the common good and general welfare of the City and its neighboring areas; and

WHEREAS, the City, the TIRZ, and the Authority entered into that certain Agreement dated August 12, 2003, and approved by the City pursuant to Ordinance No. 2768 (the “Mission Agreement”), pursuant to which the City and the TIRZ contracted with the Authority to administer the TIRZ and granted the Authority the power to engage in activities related to the acquisition and development of land, to construct and improve infrastructure in the City, to enter into development agreements with developers and/or builders in the City, and to issue, sell, or deliver bonds, notes, or other obligations in accordance with the terms of the Mission Agreement; and

WHEREAS, the Texas Tax Code provides that the TIRZ may enter into agreements as the TIRZ Board considers necessary or convenient to implement the Project and Financing Plan and to achieve its purposes; and

WHEREAS, the Board of Directors of the Authority and the TIRZ Board have determined that it is in the best interests of the TIRZ to contract with the City, in its capacity as a developer, to provide for the efficient and effective implementation of certain aspects of the Project and Financing Plan; and

WHEREAS, the City has determined that it will carry out and fund the design of Hoerner Street, within the TIRZ, more particularly described in this Agreement, for the benefit of the TIRZ; and

WHEREAS, the Authority intends, at the earliest feasible date, to exercise its authority under the Tax Increment Financing Act, Chapter 311, Texas Tax Code, as amended (the "Act"), and in accordance with applicable state law and with the Mission Agreement, to issue bonds or notes, the proceeds of which will be used to reimburse the City for costs advanced on behalf of the Authority pursuant to this Agreement.

AGREEMENT

For and in consideration of the mutual promises, covenants, obligations, and benefits contained herein, the Authority, the TIRZ, and the City contract and agree as follows:

ARTICLE 1 GENERAL TERMS

1.1 Definitions. The terms "Agreement," "Authority," "Authority Board," "City," "City Council," "TIRZ," "TIRZ Board," "Project and Financing Plan," and "Mission Agreement" have the above meanings, and the following terms have the following meanings:

"Act" means the Tax Increment Financing Act, Chapter 311, Texas Tax Code, as amended.

"Available Tax Increment" shall mean funds in the Tax Increment Revenue Fund.

"City Tax Increment" means the Available Tax Increment generated from the TIRZ that is not now otherwise committed to the reimbursement of a developer (other than the City).

"County" means Hidalgo County, Texas.

"City Advances" means any funds advanced by the City pursuant to Section 6.1 of this Agreement, expressly including, but not limited to, out-of-pocket expenses.

“Party” or “Parties” means one or more of the Authority, the TIRZ, and the City, the parties to this Agreement.

“Project Costs” means all costs relating to the planning, design, engineering, construction, and installation of the Public Improvements.

“Public Improvements” means, collectively, the projects described in Section 3.1, below.

“State” means the State of Texas.

“Tax Increment Revenue Fund” means the special fund established by the Authority and funded with payments made by the City and any other participating Taxing Units, pursuant to the Mission Agreement (which payments are attributable to increased ad valorem property taxes paid on the property within the TIRZ over the base year of 2001).

“Taxing Unit” means, individually and collectively, the City, the County, and any other taxing units that participate in the TIRZ.

1.2 Singular and Plural. Words used herein in the singular, where the context so permits, also include the plural and vice versa. The definitions of words in the singular herein also apply to such words when used in the plural where the context so permits and vice versa.

ARTICLE 2 REPRESENTATIONS

2.1 Representations of the Authority. The Authority hereby represents to the City that:

(A) The Authority is duly authorized, created and existing in good standing under the laws of the State of Texas and is duly qualified and authorized to carry out the governmental functions and operations contemplated by this Agreement.

(B) The Authority has the power, authority, and legal right to enter into and perform this Agreement and the execution, delivery, and performance hereof (a) have been duly authorized, (b) to the best of the Authority’s knowledge, will not violate any applicable judgment, order, law, or regulation, and (c) do not constitute a default under, or result in the creation of, any lien, charge, encumbrance, or security interest upon any assets of the Authority under any agreement or instrument to which the Authority is a party or by which the Authority or its assets may be bound or affected.

(C) The Public Improvements and the Project Costs are components of or are consistent with the Project and Financing Plan, and the Project Costs are eligible for reimbursement in accordance with the Act.

(D) This Agreement has been duly authorized, executed, and delivered by the Authority and, constitutes a legal, valid, and binding obligation of the Authority, enforceable in accordance with its terms except to the extent that (a) the enforceability of such instrument may be limited by bankruptcy, reorganization, insolvency, moratorium, or other similar laws of general application in effect from time to time relating to or affecting the enforcement of creditors' rights and (b) certain equitable remedies including specific performance may be unavailable.

(E) The execution, delivery, and performance of this Agreement by the Authority do not require the consent or approval of any person which has not been obtained.

(F) The Authority has an exemption from the payment of sales and use taxes pursuant to the statute under which the Authority was created.

(G) The Mission Agreement, approved by the City pursuant to Ordinance No. 2768, remains in full force and effect and has not been amended or supplemented since the date of its adoption and, to the best of the Authority's knowledge, no amendment of or supplement to Ordinance No. 2768 is contemplated by the Authority or the City Council.

2.2 Representations of the City. The City hereby represents to the Authority that:

(A) The City is duly authorized, created, and validly existing under the laws of the State of Texas.

(B) The City has the power, authority, and legal right to enter into and perform the obligations set forth in this Agreement, and the execution, delivery, and performance hereof (a) have been duly authorized, (b) will not, to the best of the City's knowledge, violate any judgment, order, law, or regulation applicable to the City or any provisions of the City's organizational documents, and (c) do not constitute a default under or result in the creation of, any lien, charge, encumbrance, or security interest upon any assets of the City under any agreement or instrument to which the City is a party or by which the City or its assets may be bound or affected.

(C) The City will have sufficient capital to perform its obligations under this Agreement at the time it needs to have sufficient capital.

(D) This Agreement has been duly authorized, executed, and delivered and constitutes a legal, valid, and binding obligation of the City, enforceable in accordance with its terms except to the extent that (a) the enforceability of such instruments may be limited by bankruptcy, reorganization, insolvency, moratorium, or other similar laws of general application in effect from time to time relating to or affecting the enforcement of creditors' rights and (b) certain equitable remedies including specific performance may be unavailable.

ARTICLE 3
THE PUBLIC IMPROVEMENTS

3.1 Public Improvements. The Public Improvements consist of design of Hoerner Street, more particularly described in Exhibit A (the "Public Improvements"). The Parties acknowledge that the Public Improvements will be financed and designed, and all necessary right of way will be acquired by the City and consistent with the terms of this Agreement.

3.2 Project Costs. The Project Costs eligible under this Agreement shall be the City's actual design costs of the Public Improvements that are eligible for financing by the Authority under the Project and Financing Plan, not to exceed \$98,000.00, and shall not include interest.

ARTICLE 4
DUTIES AND RESPONSIBILITIES OF THE CITY

4.1 Design Engineering and Right-of-Way Acquisition. The City shall cause the design of the Public Improvements and acquire all necessary rights-of-way, securing all necessary permits and approvals therefor, and complying with all applicable competitive bidding laws. As applicable, the City will provide bid tabs and other information reasonably requested by the Authority to document the scope of the Public Improvements, and the costs thereof. Once the City has completed design of the Public Improvements, the City shall provide the Authority with a final cost summary of all costs associated with such Public Improvements, certificates of Completion, and evidence that all amounts owing to contractors and subcontractors have been paid in full as evidenced by customary affidavits executed by such contractors. The City will document the extent of the Public Improvements to the Authority as soon as practicable following completion thereof.

4.2 Cooperation. The City agrees that it will cooperate with the Authority and will provide all necessary information to the Authority and its consultants in order to assist the Authority in complying with the Mission Agreement, including without limitation the completion of a reimbursement audit and construction audit required therein.

4.3 Sales Taxes. The Authority has an exemption from the payment of sales and use taxes pursuant to the statute under which the Authority was created. The Parties shall use reasonable efforts to ensure that the Public Improvements constructed by the City shall have the benefit of such exemption, and the Authority shall provide the City with such certificates or other documents within its control as the City may require to qualify for such exemption under applicable laws.

ARTICLE 5
DUTIES AND RESPONSIBILITIES OF THE AUTHORITY

5.1 Authority Contributions. The Authority shall reimburse to the City the Project Costs, without interest, in the amount of the actual eligible costs of the Public Improvements as described herein. The total, actual Project Costs of the Public Improvements for which the Authority shall be responsible under the terms of this Agreement shall not exceed **\$98,000.00**. The Project Costs shall be financed and funded in accordance with Article 6 of this Agreement. In the event that any portion of the Public Improvements is determined by the Texas Attorney General or other authority with jurisdiction to be ineligible under the Act, the Project Costs shall be reduced by the amount of such ineligible Public Improvements. If the Authority has already repaid the City for such ineligible Public Improvements in accordance with this Agreement, the Parties agree that (a) the amount repaid by the Authority for such ineligible Public Improvements shall be offset against future repayments to the City by the Authority or (b) in the event that there are not future repayments to be made by the Authority, the City shall reimburse the Authority for such repayment within 30 days of receipt of an invoice from the Authority.

5.2 Project Costs. The Authority shall reimburse the Project Costs in accordance with this Agreement.

ARTICLE 6
PUBLIC IMPROVEMENTS FINANCING AND FUNDING

6.1 City Advances.

(A) The City will advance sufficient funds for all costs comprising the Project Costs including, without limitation, all costs of design and engineering that arose or will arise in connection with the completed Public Improvements, including all payments arising under any contracts entered into by the City pursuant to this Agreement, all costs incurred in connection with obtaining governmental approvals, certificates, or permits (including any building permit fees) required as a part of any contracts entered into in accordance with this Agreement, all related legal fees and out-of-pocket expenses incurred in connection therewith.

(B) Following the completion of the Public Improvements, the Authority shall begin repaying the City Advances, and shall continue such repayment until repaid in full, on the earliest date that funds are available from the City Tax Increment.

(C) The Authority's obligation to reimburse the City for Project Costs is limited to the City Tax Increment generated by the TIRZ. The City Tax Increment shall be accounted for separately by the Authority, and shall be used solely for the reimbursement of the City, subject to the terms of this Agreement. The rights of the City in and to the City Tax Increment granted herein are subject only to (a) the rights of any holders of bonds, notes, or other obligations that have been heretofore or are hereafter issued by the City or any other participating Taxing Unit that are payable from and secured by a general levy of ad valorem taxes throughout the taxing jurisdiction of the City or any other participating taxing unit; (b) the rights of any of the holders of bonds and notes, including refunding bonds and notes, that are hereafter issued or incurred by the Authority and which are secured by a pledge of the Tax Increment Revenue Fund, the proceeds of which are used to pay or to refund bonds or notes issued to pay Project Costs, including City Advances; and (c) the rights of any of the holders of notes that are hereafter issued or incurred by the Authority, which are secured by a pledge of all or a part of the Tax Increment Revenue Fund, the proceeds of which are used solely to fund the annual operating and administration budget of the Authority approved by the Authority Board and the City Council.

Subject to the availability of City Tax Increment generated by the TIRZ, and further by the terms hereof, the obligation of the Authority to repay the City Advances as set forth in this Agreement from the City Tax Increment shall be absolute and unconditional until such time as the City Advances incurred pursuant to this Agreement have been fully repaid or provision for payment thereon to the City shall have been made in accordance with the terms of this Agreement. The City Advances constitute a special obligation of the Authority payable solely from the City Tax Increment as and to the extent provided in this Agreement. The City Advances do not give rise to a charge against the general credit or taxing powers of the Authority, the City, the County, or any other Taxing Unit and is not payable except as provided in this Agreement. The City, its successors and assigns, shall not have the right to demand payment thereof out of any funds of the Authority other than the City Tax Increment.

(D) The Authority shall provide to the City, upon the written request of the City, and on the earliest date such information is available after the date of such request, certified copies of all statements of revenue and the source of such revenue of the TIRZ and of the Authority, the intended use of which is to verify the availability of funds for payment of the Project Costs or City Advances, if applicable, under this Section, and the extent of the City Tax Increment.

(E) The Authority shall use its best efforts to cause each Taxing Unit to collect all ad valorem taxes due on property located within the TIRZ and shall use its best efforts

to cause such Taxing Units to deposit all tax increments due with the City for transfer to the Tax Increment Revenue Fund pursuant to the Mission Agreement.

ARTICLE 7
DEFAULT

7.1. Default.

(A) If the Authority does not perform its obligations hereunder in compliance with this Agreement in all material respects, in addition to the other rights given the City under this Agreement, the City may enforce specific performance of this Agreement or seek actual damages incurred by the City for any such default if such default is not cured within 30 days after receipt by the Authority of a written notice of default (or such longer period as is reasonably necessary; provided that actions reasonably calculated to cure the default are being diligently pursued to completion).

(B) In the event the City completes the Public Improvements but does not otherwise perform its obligations hereunder in all material respects in substantial compliance with this Agreement, in addition to the other rights given to the Authority under this Agreement, the Authority may enforce specific performance or seek actual damages incurred for any such default if such default is not cured within thirty (30) days after receipt by the City of a written notice of default (or such longer period as is reasonably necessary; provided that actions reasonably calculated to cure the default are being diligently pursued to completion).

(C) Force majeure. If force majeure prevents either Party hereto from performing any of its obligations under this Agreement, in whole or part, then the obligations of such Party, to the extent affected by such force majeure, shall be suspended during the continuance of any inability, provided that such Party is exercising due diligence to resume performance at the earliest practical time. As soon as reasonably possible after occurrence of the force majeure relied upon, the Party whose contractual obligations are affected thereby shall give notice and full particulars of such force majeure to the other Party. The term "force majeure," as used herein, shall include, without limitation of the generality thereof, acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, direct orders of any kind of the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraints of government and people, civil disturbances, explosions, and any other incapacities of either Party, whether similar to those enumerated or otherwise, which are not within the control of the Party claiming such inability, and which such Party could not have avoided by the exercise of due diligence and care. It is understood and agreed that the settlement of strikes and lockouts shall be remedied with all reasonable dispatch, but shall not require the settlement of strikes and lockouts by

acceding to the demands of the opposing party or parties when such settlement is unfavorable to it in the judgment of the Party having the difficulty.

ARTICLE 8
GENERAL

8.1 Inspections, Audits. The City agrees to keep such operating records relating to the Public Improvements as may be required by the Authority, or by state and federal law or regulation for a period not to exceed four years after completion, unless otherwise required by law. The City shall allow the Authority reasonable access to documents and records in the City’s possession, custody or control that the Authority deems necessary to assist the Authority in determining the City’s compliance with this Agreement.

8.2 Personal Liability of Public Officials. To the extent permitted by state law, no director, officer, employee or agent of the Authority, and no officer, employee, or agent of the City, shall be personally responsible for any liability arising under or growing out of the Agreement.

8.3 Notices. Any notice sent under this Agreement (except as otherwise expressly required) shall be written and mailed (certified, return receipt requested), or sent by facsimile transmission confirmed by mailing written confirmation at substantially the same time as such facsimile transmission, or personally delivered to an officer of the receiving Party at the following addresses:

If to the City: City Manager
City of Mission, Texas
1201 E. 8th
Mission, Texas 78572

If to the Authority: Executive Director
Mission Redevelopment Authority
801 N. Bryan Road
Mission, Texas 78572

Each Party may change its address by supplying written notice to the other Party in accordance with this Section. Any communication addressed and mailed in accordance with this Section shall be deemed to be given when so mailed, any notice sent by facsimile transmission shall be deemed to be given when receipt of such transmission is acknowledged, and any communication delivered in person shall be deemed to be given when actually received by the Authority or the City, as the case may be.

8.4 Amendments and Waivers. Any provision of this Agreement may be amended or waived if such amendment or waiver is in writing and is signed by the

Authority and the City. No course of dealing on the part of the City, nor any failure or delay by the City with respect to exercising any right, power or privilege of the City under this Agreement shall operate as a waiver thereof, except as otherwise provided in this Section.

8.5 Invalidity. In the event that any of the provisions contained in this Agreement shall be held unenforceable in any respect, such unenforceability shall not affect any other provision of this Agreement.

8.6 Successors and Assigns. All covenants and agreements made herein by or on behalf of the Authority shall bind its successors and assigns and shall inure to the benefit of the City and its successors and assigns. The Authority may assign its rights and obligations under this Agreement or any interest herein, with the prior written consent of the City, which consent shall not be unreasonably withheld, conditioned, or delayed.

8.7 Exhibits; Titles of Articles, Sections and Subsections. The exhibits attached to this Agreement are incorporated herein and shall be considered a part of this Agreement for the purposes stated herein, except that in the event of any conflict between any of the provisions of such exhibits and the provisions of this Agreement, the provisions of this Agreement shall prevail. All titles or headings in this Agreement are included only for the convenience of the Parties and shall not be construed to have any effect or meaning as to the agreement between the Parties. Any reference herein to a Section or Subsection shall be considered a reference to such Section or Subsection of this Agreement unless otherwise stated. Any reference herein to an exhibit shall be considered a reference to the applicable exhibit attached hereto unless otherwise stated.

8.8 Construction. This Agreement is a contract made under and shall be construed in accordance with and governed by the laws of the United States of America and the State of Texas, as such laws are now in effect.

8.9 Entire Agreement. THIS WRITTEN AGREEMENT REPRESENTS THE FINAL AGREEMENT BETWEEN THE PARTIES AND MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS, OR SUBSEQUENT ORAL AGREEMENTS OF THE PARTIES. THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.

8.10 Term. This Agreement shall be in force and effect from the date of execution hereof for a term expiring on the date the City Advances have been repaid in full, but in no event later than the expiration of the TIRZ. If the Authority is dissolved prior to the expiration of the TIRZ, the Mission Agreement requires the City to make satisfactory arrangements to provide for the payment of the Authority's obligations to the City hereunder.

8.11 Approval by the Parties. Whenever this Agreement requires or permits approval or consent to be hereafter given by any of the Parties, the Parties agree that such approval or consent shall not be unreasonably withheld or delayed.

8.12 Additional Actions. The Parties agree to take such actions, including the execution and delivery of such documents, instruments, petitions and certifications as may be necessary or appropriate, from time to time, to carry out the terms, provisions, and intent of this Agreement, and to aid and assist each other in carrying out such terms, provisions, and intent.

[EXECUTION PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have caused this Reimbursement Agreement to be duly executed as of the ____ day of _____, 2024.

MISSION REDEVELOPMENT AUTHORITY

By: _____
Chairman

ATTEST:

Secretary

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSION, TEXAS

By: _____
Chairman

ATTEST:

Secretary

CITY OF MISSION, TEXAS

By: _____
Mayor

ATTEST:

City Secretary

Exhibit A

January 22, 2024
P35929.002

Mission Redevelopment Authority
801 N. Bryan Rd.
Mission, Texas 78572

Attn: Mr. JP Terrazas
Assistant City Manager

Re: **Fee Proposal for Civil Engineering and Surveying Services for Design of Roadway Hoerner Road, Mission, Texas**

Dear Mr. Terrazas:

We are pleased to submit this proposal for Halff Associates to provide surveying and engineering services for the above referenced site.

We have provided a schedule showing scope of services for each area of work. The fee identified shall be considered lump sum for the project and will not be exceeded without your prior approval. Costs incurred will be carefully monitored during the progress of this project. Our scope of work will include Topo for Design, Civil Design, Project Management, and Construction Administration for the above referenced project. Our services will be invoiced monthly based on a percent of completion of the total of lump sum fees. Reimbursable expenses will be billed separately at 1.10 times the direct cost incurred.

The fees established are based on the information provided by the city. The fees do not include scope revisions or additions once the project is underway. Additional work requested by the Owner will require a revision to the scope and budget established in this proposal. **Please refer to this letter, Schedule I, and The Agreement for Professional Engineering Services On A Defined Scope of Services Basis as a complete scope of services and agreement.**

We trust this proposal is satisfactory and appreciate the opportunity to be of service to you. Work under this proposal will commence immediately upon our receipt of a fully executed agreement. **Your signature is required on the Authorization line below and on the contract and will serve as our notice to proceed with this work.** Please return one copy of the entire agreement signed to me via email and return one original. This will act as our Notice to proceed.

We are excited to be working with you again and look forward to expanding our working relationship in the future.

Respectfully,



Raul Garcia Jr, PE, CFM
Senior Project Manager

Approved by:

Name

Date

SCHEDULE I BASIC SURVEY AND CIVIL ENGINEERING SERVICES

Project Assumptions – The scope of services for this proposal has been established using the following assumptions as a basis for its preparation.

1. Extension of Hoerner Rd along the west side of Home Depot (approximately 1,100 ft).
2. Water or wastewater lines will be extended along the project roadway.
3. No deceleration or acceleration lanes will be required.
4. Approximately 6 months of construction.
5. City of Mission to handle project bidding with assistance from Halff Associates.
6. ROW acquisition to be provided by the City of Mission.
7. Storm drain to be connected to existing pond at the North end of project.

Topo for Design

1. This task includes field ties to all surface improvements located onsite, establishing horizontal and vertical control for the project to be utilized by the contractor, and obtaining supplemental site topography required for the design. This does **not** include survey of any subsurface facilities other than wastewater & storm sewer. Existing underground structures or utilities not accessible will be obtained from record drawings and utility locating services.

Civil Design Services

1. Meeting and Project Coordination

We will participate in meetings as warranted for submitting civil construction documents for permitting of on-site civil improvements to the appropriate entities having jurisdiction. This includes meetings with client or other specialty consultants, City of Mission, TIRZ Board, Irrigation District, and the Texas Department of Transportation (6 meetings total).

2. Civil Site Improvements Final Engineering Design

Site Grading Plan and Details

The grading plan includes the notes and details, including spot elevations and details required to allow construction of the new roadway. *Retaining wall design, if needed, is not included in this scope.*

Onsite Paving and Dimensional Control Plans and Details

Geometric dimension control and paving details will be provided. Dimension control will provide coordinate geometry, drive widths and radii. The surface paving section to be utilized will follow the recommendations of the project geotechnical consultant. The details will include curbs, road sections, valley gutters and subgrade preparation. Plans include required notes and details for new paving construction up to the existing street location. *(Extensions of any offsite paving from the site are **not** included in this scope).*

On-Site Drainage Area Map and Drainage Plan

The drainage plan includes determination of site drainage basins, calculation of runoff volumes, layout and sizing of on-site drainage collection system and details required for construction. Storm sewer plan showing elevations and hydraulic flows and capacities will be prepared. Coordinate geometry and layout dimensions will be shown to allow for construction of the drainage facilities. Detention/Retention calculations and design as required by the City and County are included in this fee. Coordination with County and City are included in this scope. *(Extensions of any offsite storm facilities from site, and flood plain reclamation if required by FEMA are **not** included in this scope). This scope does not include the design of any pumping system.*

On-Site Water/Wastewater Plan

This plan will show design and layout of pipe systems required for public domestic water and wastewater lines, and related appurtenances. Sizing for lines will be coordinated with the City. Coordinate geometry and layout dimensions will be provided to allow construction of these facilities. *(This task does not include the design of offsite extensions, new lift station, force main, and offsite easements. Plans requiring a separate construction contract with entities or off-site facilities are **not** included in this task).*

Erosion Control Plan

This task involves preparation of a layout showing the suggested erosion control measures with details and notes required for the Storm Water Pollution Prevention Plan (SWP3). The layout will be utilized by the Contractor for the preparation of a stormwater pollution prevention plan required for compliance with government regulation.

Civil Work Specifications

This task includes preparation of written specification sections for the civil work for the proposed site.

Construction Administration

1. Construction Administration Services

Contractor Submittals

Halff Associates will review contractor's materials and submittals for civil related improvements and respond to request for information (RFI's).

Construction Observations

Halff Associates will perform periodic construction observations (8 max) during the construction of the proposed civil improvements. Prepare a site observation record with pictures for the owners use. Upon substantial completion of construction, Halff will provide a final punch list of items requiring attention. If more than eight (8) visits are requested or warranted, these will be made available on an hourly basis.

Reimbursable Expenses

Direct costs include printing and reproduction, postage, messenger service, long distance telephone calls and travel. Reimbursable expenses will be billed separately at 1.1 times the direct cost incurred. Estimated reimbursable expenses shown will not be exceeded without your approval. *This does not include permitting or review fees required by the agencies. These fees will be provided by the owner.*

Additional Services

1. Construction Staking

Halff Associates, Inc. can provide construction staking as required to establish horizontal and vertical control during the construction phase. Construction staking is not included within this scope. Should the owner require construction staking, Halff Associates can provide this service on an hourly basis plus reimbursable items.

2. Storm Water Pollution Prevention Plan

Halff Associates will prepare a Storm Water Pollution Prevention Plan (SWP3) that will comply with TCEQ requirements. The plan will address suggested interim erosion control measures the contractor may utilize during construction. The maintenance of this plan, including site inspections, is not included in this fee. However, these services may be made available on an hourly basis, if requested.

3. Easement

This task includes preparation of an exhibit and legal description (metes and bounds) for an onsite easement as required by the utility company for proposed utilities. This includes survey crew field work required for the easement.

Fee Summary

TASK	FEE AMOUNT
1. Topo for Design	\$4,500
2. Meeting and Project Coordination	\$8,500
3. Civil Design	\$75,000
4. Construction Administration	\$10,000
Services Total	\$98,000
Reimbursable Expenses	
1. Estimated Reimbursable Expenses	\$1,000
Estimated Reimbursement Total	\$1,000
Additional Services/Fees (if required)	
1. Construction Staking	\$(hourly)
2. Storm Water Pollution Prevention Plan	\$3,500
3. Easement by separate Document (plus 8.25% sales tax)	\$1,800

Unless otherwise stated, fees quoted in this proposal exclude state and federal sales taxes on professional services. Current Texas law requires assessment of sales tax, on certain kinds of surveying services, but does not require sales taxes on other professional services. In the event that new or additional state or federal taxes are implemented on the professional services provided under this contract during the term of the work, such taxes will be added to the applicable billings and will be in addition to the quoted fees.

**AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON
A DEFINED SCOPE OF SERVICES BASIS**

This Agreement for Professional Engineering Services ("Agreement") is entered into by the **Mission Redevelopment Authority** a **Home Rule City** of the State of **Texas** ("Client"), duly authorized to act by the **City Commission** of said Client, and **HALFF ASSOCIATES, INC.**, a Texas corporation, acting through a duly authorized officer ("Engineer"), relative to Engineer providing professional engineering services to Client. Client and Engineer may be collectively referred to as the "Parties" or individually as a "Party".

WITNESSETH:

For the mutual promises and benefits herein described, Client and Engineer agree as follows:

I. TERM OF AGREEMENT. This Agreement shall become effective on the date of its execution by both Parties and shall continue in effect thereafter until terminated as provided herein.

II. SERVICES TO BE PERFORMED BY ENGINEER. Engineer shall provide to Client basic engineering services as described in the Scope of Services attachment and fully incorporated herein as "**Exhibit A**" which services may include, but will not be limited to, those services normally rendered by an engineer to a **Home Rule City**. Engineer shall perform its obligations under this Agreement as an independent contractor and not as an agent or fiduciary of any other party.

III. COMPENSATION. Client agrees to pay monthly invoices or their undisputed portions within thirty (30) calendar days of receipt. Payment later than thirty (30) calendar days shall include interest at one percent (1%) per month or lesser maximum enforceable interest rate, from the date Client received the invoice until the date Engineer receives payment. Such interest is due and payable when the overdue payment is made.

It is understood and agreed by the Parties that Engineer's receipt of payment(s) from Client is not contingent upon Client's receipt of payment, funding, reimbursement, or any other remuneration from others.

Time-related charges will be billed as specified in this Agreement. Unless stated otherwise in this Agreement, direct expenses, subcontracted services, and direct costs will be billed at actual cost plus a service charge of ten percent (10%). Mileage will be billed at current IRS rates.

IV. CLIENT'S OBLIGATIONS. Client agrees that it will (i) designate a specific person to act as Client's representative, (ii) provide Engineer with any previous studies, reports, data, budget constraints, special Client requirements, or other pertinent information known to Client, when necessitated by a project, (iii) provide site access, and to provide those services described in the attached Scope of Services, assist Engineer in obtaining access to property necessary for performance of Engineer's work for Client, (iv) make prompt payments in response to Engineer's statements and (v) respond in a timely manner to requests from Engineer. Engineer is entitled to rely upon and use, without independent verification and without liability, all information and services provided by Client or Client's representatives.

V. TERMINATION OF WORK. Either Client or Engineer may terminate this Agreement at any time with or without cause upon giving the other Party ten (10) calendar days' prior written notice. Client agrees that termination of Engineer for Client's convenience shall only be utilized in good faith and shall not be utilized if either the purpose or the result of such termination is the performance of all or part of Engineer's services under this Agreement by Client or by another service provider. Following Engineer's receipt of such termination notice Client shall, within ten (10) calendar days of Client's receipt of Engineer's final invoice, pay Engineer for all services rendered and all costs incurred up to the date of Engineer's receipt of such notice of termination.

VI. OWNERSHIP OF DOCUMENTS. Upon Engineer's completion of services and receipt of payment in full, Engineer shall grant to Client a non-exclusive license to possess the final drawings and instruments produced in connection with Engineer's performance of the work under this Agreement, if any. Said drawings and instruments may be copied, duplicated, reproduced, and used by Client for the purpose of constructing, operating, and maintaining the improvements. Client agrees that such documents are not intended or represented to be suitable for reuse by Client or others for purposes outside the Scope of Services of this Agreement. Notwithstanding the foregoing, Client

understands and agrees that any and all computer programs, GIS applications, proprietary data or processes, and certain other items related to the services performable under this Agreement are and shall remain the sole and exclusive property of Engineer and may not be used or reused, in any form, by Client without the express written authorization of Engineer. Client agrees that any reuse by Client, or by those who obtain said information from or through Client, without written verification or adaptation by Engineer, will be at Client's sole risk and without liability or legal exposure to Engineer or to Engineer's employees, agents, representatives, officers, directors, affiliates, shareholders, owners, members, managers, attorneys, subsidiary entities, advisors, subconsultants or independent contractors or associates. Engineer may reuse all drawings, reports, data, and other information developed in performing the services described by this Agreement in Engineer's other activities. Under no circumstances shall delivery of electronic files for use by Client be deemed a sale by Engineer, and Engineer makes no warranties, either express or implied, of merchantability or fitness for any particular purpose. In no event shall Engineer be liable for any damages, including but not limited to indirect or consequential damages, as a result of Client's unauthorized use or reuse of the electronic files. Client is aware that differences may exist between the electronic files delivered and the printed hard-copy original documents. In the event of a conflict between the signed original documents prepared by Engineer and any electronic or other files or data provided, it is understood and agreed that the original signed or sealed hard-copy documents shall govern.

VII. NOTICES. Any notices to be given hereunder by either Party to the other may be affected either by personal delivery, in writing, or by registered or certified mail.

VIII. SOLE PARTIES AND ENTIRE AGREEMENT. This Agreement shall not create any rights or benefits to anyone except Client and Engineer and contains the entire Agreement between the Parties. Oral modifications to this Agreement shall have no force or effect.

IX. INSURANCE. Engineer shall, at its own expense, purchase, maintain and keep in force throughout the duration of this Agreement and for a period of four (4) years thereafter, professional liability insurance. The limits of liability shall be \$2,000,000 per claim and in the aggregate. Engineer shall submit to Client a certificate of insurance prior to commencing any work for Client.

X. PROMPT PERFORMANCE BY ENGINEER. All services provided by Engineer hereunder shall be performed in accordance with the degree of care and skill ordinarily exercised under similar circumstances by competent members of the engineering profession in the State of Texas applicable to such engineering services contemplated by this Agreement.

XI. CLIENT OBJECTION TO PERSONNEL. If at any time after entering into this Agreement Client has any reasonable objection to any of Engineer's personnel, or any personnel, professionals and/or consultants retained by Engineer, Engineer shall promptly propose substitutes to whom Client has no reasonable objection, and Engineer's compensation shall be equitably adjusted to reflect any difference in Engineer's costs occasioned by such substitution.

XII. ASSIGNMENT. This Agreement is binding on the heirs, successors, and assigns of the Parties hereto. Neither this Agreement, nor any claims, rights, obligations, suits, or duties associated hereto, shall be assigned or assignable by either Client or Engineer without the prior written consent of the other Party. Further, nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Engineer and Client and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of Engineer and Client and not for the benefit of any other party (no third party beneficiaries).

XIII. JURISDICTION AND VENUE. This Agreement shall be administered under the substantive laws of the State of Texas (and not its conflicts of law principles) which shall be used to govern all matters arising out of, or relating to, this Agreement and all of the transactions it contemplates, including without limitation, its validity, interpretation, construction, performance and enforcement. Exclusive venue shall lie in any court of competent jurisdiction in **Hidalgo County, Texas.**

XIV. INTEGRATION, MERGER AND SEVERABILITY. This Agreement and the Scope of Services, including fee and schedule are fully incorporated herein and represent the entire understanding of Client and Engineer. No prior oral or written understanding shall be of any force or effect with respect to those matters covered herein. The Agreement may not be modified or altered except in writing signed by both Parties. This Agreement constitutes, represents and is intended by the Parties to be the complete and final statement and expression of all the terms and arrangements between the Parties to this Agreement with respect to the matters provided for in this Agreement. This Agreement

supersedes any and all prior or contemporaneous agreements, understandings, negotiations, and discussions between the Parties and all such matters are merged into this Agreement. Should any one or more of the provisions contained in this Agreement be determined by a court of competent jurisdiction or by legislative pronouncement to be void, invalid, illegal, or unenforceable in any respect, such voiding, invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be considered as if the entirety of such void, invalid, illegal, or unenforceable provision had never been contained in this Agreement.

XV. EXCLUSIVITY OF REMEDIES. The Parties acknowledge and agree that the remedies set forth in this Agreement (Agreed Remedies) are and shall remain the Parties’ sole and exclusive remedy with respect to any claim arising from, or out of, or related to, the subject matter of this Agreement. The Parties agree that Engineer is to have no liability or responsibility whatsoever to Client for any claim(s) or loss(es) of any nature, except as set forth in this Agreement. No Party shall be able to avoid the limitations expressly set forth in this Agreement by electing to pursue some other remedy.

XVI. TIMELINESS OF PERFORMANCE. Engineer shall perform its professional services with due and reasonable diligence consistent with sound professional practices.

XVII. DISPUTE RESOLUTION. In the event of any disagreement or conflict concerning the interpretation of this Agreement, and such disagreement cannot be resolved by the signatories hereto, the signatories agree to schedule a series of no less than two (2) meetings of senior personnel of Client and Engineer in which the disagreement or conflict will be discussed. The first of such meetings will be scheduled as soon as possible following identification of such disagreement or conflict and the second meeting must occur within thirty (30) calendar days following the initial meeting. Subsequent meetings, if any, may be scheduled upon mutual agreement of the Parties. The Parties agree that these two (2) meetings are conditions precedent to the institution of legal proceedings unless such meetings will adversely affect the rights of one or more of the Parties as such rights relate to statutes of limitation or repose.

XVIII. PROJECT ENHANCEMENT/BETTERMENT. IF A COMPONENT OF CLIENT’S PROJECT IS OMITTED FROM ENGINEER’S CONTRACT DOCUMENTS DUE TO THE BREACH OF CONTRACT OR NEGLIGENCE OF ENGINEER, ENGINEER WILL NOT BE LIABLE TO CLIENT TO THE EXTENT OF ANY BETTERMENT OR ADDED VALUE TO THE PROJECT. SPECIFICALLY, CLIENT WILL BE RESPONSIBLE FOR THE AMOUNT IT WOULD HAVE PAID TO THE CONSTRUCTION CONTRACTOR (OR SUPPLIER OR SUBCONTRACTOR OR OTHER) FOR THE COMPONENT AS IF SUCH HAD BEEN INCLUDED IN ENGINEER’S CONTRACT DOCUMENTS. NOTWITHSTANDING THE FOREGOING, ENGINEER WILL BE RESPONSIBLE, IF AT ALL, TO THE EXTENT REASONABLE AND NECESSARY TO PLACE CLIENT IN THE SAME POSITION IT WOULD HAVE BEEN BUT FOR SUCH BREACH OR NEGLIGENCE, FOR THE REASONABLE (I) RETROFIT EXPENSE, (II) WASTE, OR (III) INTERVENING INCREASE IN THE COST OF THE COMPONENT FURNISHED THROUGH A CHANGE ORDER FROM THE CONTRACTOR. TO THE EXTENT THAT THE CONTRACTOR PROVIDED UNIT PRICING, CLIENT UNDERSTANDS AND AGREES THAT THE ISSUE OF INTERVENING UNIT COST INCREASES WOULD ONLY BE APPLICABLE TO NEWLY IDENTIFIED ITEMS, NOT INCREASES IN QUANTITY OF EXISTING ITEMS.

IF IT IS NECESSARY TO REPLACE A COMPONENT OF THE PROJECT DUE TO THE BREACH OF CONTRACT OR NEGLIGENCE OF ENGINEER, ENGINEER WILL NOT BE LIABLE TO CLIENT FOR THE ENHANCEMENT OR UPGRADE OF THE COMPONENT BEYOND THAT ORIGINALLY INCLUDED IN THE CONTRACT DOCUMENTS. IN ADDITION, IF THE COMPONENT HAS AN IDENTIFIABLE USEFUL LIFE THAT IS LESS THAN THE SYSTEM/STRUCTURE/IMPROVEMENT ITSELF, THE DAMAGES OF THE OWNER SHALL BE REDUCED TO THE EXTENT THAT THE USEFUL LIFE OF THE COMPONENT WILL BE EXTENDED BY THE REPLACEMENT THEREOF.

SHOULD THERE BE AN ALLEGATION OF ERROR, NEGLIGENCE, BREACH OR OTHER DEFICIENCY IN THE SERVICES OF ENGINEER OR ANY OF ITS CONSULTANTS, AND SHOULD SUCH ALLEGATION RELATE TO A CONDITION, COMPONENT, OR ITEM IN THE SERVICES OR THE PROJECT THAT IS ALLEGED OR OTHERWISE CLAIMED TO BE INACCURATE OR OMITTED FROM ENGINEER’S DRAWINGS, INSTRUMENTS OR OTHER DOCUMENTS PREPARED UNDER THIS AGREEMENT, IT IS UNDERSTOOD AND AGREED BY ALL PARTIES THAT ENGINEER AND ITS CONSULTANT’S LIABILITY, IF ANY, SHALL EXCLUDE ANY AND ALL DAMAGES, COSTS, OR EXPENSES THAT CREATE OR RESULT IN ADDED VALUE, UPGRADE, BETTERMENT OR ENHANCEMENT OF THE PROJECT AS SUCH RELATE TO THE INACCURATE OR OMITTED CONDITION, COMPONENT, OR ITEM AS ORIGINALLY DESIGNED.

XIX. AGREED REMEDIES

A. IT IS THE INTENT OF THE PARTIES TO THIS AGREEMENT THAT ENGINEER'S SERVICES UNDER THIS AGREEMENT SHALL NOT SUBJECT ENGINEER'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LEGAL EXPOSURE FOR CLAIMS AND RISKS ASSOCIATED WITH THE SERVICES THAT ARE EITHER PERFORMED OR PERFORMABLE UNDER THIS AGREEMENT. FOR PROJECTS/SERVICES PERFORMED IN FLORIDA OR PURSUANT TO FLORIDA LAW, FLORIDA STATUTE 558.0035 STATES THAT AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

B. IN RECOGNITION OF THE RELATIVE RISKS AND BENEFITS OF THE PROJECT TO BOTH CLIENT AND ENGINEER AND ACKNOWLEDGING THAT THE ALLOCATION OF RISKS AND LIMITATIONS OF REMEDIES ARE BUSINESS UNDERSTANDINGS BETWEEN THE PARTIES AND THESE RISKS AND REMEDIES SHALL APPLY TO ALL POSSIBLE LEGAL THEORIES OF RECOVERY, CLIENT AGREES, TO THE FULLEST EXTENT PERMITTED BY LAW, AND NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT OR ANY REFERENCE TO INSURANCE OR THE EXISTENCE OF APPLICABLE INSURANCE COVERAGE, THAT THE TOTAL LIABILITY, IN THE AGGREGATE, OF ENGINEER AND ENGINEER'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS TO CLIENT OR TO ANYONE CLAIMING BY, THROUGH OR UNDER CLIENT, FOR ANY AND ALL CLAIMS, LOSSES, COSTS OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM, OR IN ANY WAY RELATED TO, THE SERVICES UNDER THIS AGREEMENT FROM ANY CAUSE OR CAUSES OF ENGINEER OR ENGINEER'S OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND SUBCONSULTANTS, SHALL NOT EXCEED ENGINEER'S FEE RECEIVED FOR THE SERVICES PERFORMED, ADJUSTED DOWNWARD TO ACCOUNT FOR SUBCONSULTANT/SUBCONTRACTOR FEES INCURRED AND REIMBURSABLE EXPENSES UNDER THIS AGREEMENT OR \$50,000, WHICHEVER IS LOWER. INCREASED LIMITS MAY BE NEGOTIATED FOR AN ADDITIONAL FEE.

C. NOTWITHSTANDING ANY OTHER PROVISION OF THE AGREEMENT, ENGINEER SHALL HAVE NO LIABILITY TO CLIENT FOR CONTINGENT, CONSEQUENTIAL OR OTHER INDIRECT DAMAGES INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF USE, REVENUE OR PROFIT; OPERATING COSTS AND FACILITY DOWNTIME; OR OTHER SIMILAR BUSINESS INTERRUPTION LOSSES, HOWEVER, THE SAME MAY BE CAUSED.

D. CLIENT MAY NOT ASSERT ANY CLAIM AGAINST ENGINEER AFTER THE SHORTER OF (1) THREE (3) YEARS FROM SUBSTANTIAL COMPLETION OF SERVICES GIVING RISE TO THE CLAIM, OR (2) THE STATUTE OF LIMITATION PROVIDED BY LAW.

E. IT IS UNDERSTOOD AND AGREED BY BOTH PARTIES TO THIS AGREEMENT THAT THE FIRST TEN DOLLARS (\$10.00) OF REMUNERATION PAID TO ENGINEER UNDER THIS AGREEMENT SHALL BE IN CONSIDERATION FOR INDEMNITY/INDEMNIFICATION PROVIDED FOR IN THIS AGREEMENT.

XX. WAIVER. Any failure by Engineer to require strict compliance with any provision of this Agreement shall not be construed as a waiver of such provision, and Engineer may subsequently require strict compliance at any time, notwithstanding any prior failure to do so.

XXI. SIGNATORIES. Client and Engineer mutually warrant and represent that the representation of each who is executing this Agreement on behalf of Client or Engineer, respectively, has full authority to execute this Agreement and bind the entity so represented.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties, having read and understood this Agreement, have executed such in duplicate copies, each of which shall have full dignity and force as an original, on the ____ day of _____, 20__.

HALFF ASSOCIATES, INC.

**CLIENT: MISSION REDEVELOPMENT
AUTHORITY**

By: _____
Signature

By: _____
Signature

Printed Name

Printed Name

Title

Title

Date

Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Juan Avila, Fleet Director

AGENDA ITEM: Authorization to award contract to Kinloch Equipment & Supply, Inc. for the lease of Specialized Heavy Equipment via Sourcewell Cooperative Purchasing Contract #093021-ELG - Avila

NATURE OF REQUEST:

Staff is seeking authorization to award contract to Kinloch Equipment & Supply, Inc, for the lease of two (2) Elgin RegenX 1 truck mounted regenerative air sweeper and one (1) Elgin RegenX regenerative air street sweeper via Sourcewell Cooperative Purchasing Contract #093021-ELG. Kinloch Equipment & Supply, Inc. will be providing a fleet and maintenance program that entails repair and maintenance services, and warranty for the term of the lease program. The lease program (entitled "Mile After Mile™") will allow staff to reduce operating costs/downtime, achieve long term sustainability and a high level of equipment availability. Quarterly reviews and assessments will be conducted to ensure the equipment and programs efficiency. Attached is the negotiated proposal from Kinloch Equipment & Supply, Inc., outlining the terms of the lease as well as payment breakdown with the option to purchase at the end of the four (4) year lease term.

BUGETED: Yes FUND: General ACCT. #: 01-417-84800

BUDGET: \$959,875 EST COST: \$ CURRENT BUDGET BALANCE: \$633,184

BID AMOUNT: \$

BUGETED: Yes FUND: Drainage ACCT. #: 16-410-84800

BUDGET: \$139,662 EST. COST: \$ CURRENT BUDGET BALANCE: \$129,240

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval RP

RECORD OF VOTE: APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Kinloch
Equipment & Supply, Inc.

P.O. Box 4919
Pasadena, TX 77502
Tel: 713.473.6213 Fax: 713.473.7858
Toll Free: 800.231.6929

Item 37.

A graphic consisting of two grey diagonal lines pointing upwards and outwards, with a vertical orange and white dashed line in the center, resembling a road sign or a stylized 'M'.

MILE AFTER MILESM
Turnkey Leasing
Solution

For The City of Mission



CITY OF
MISSION

As an alternative to the traditional equipment acquisition model, we offer a turnkey “cradle to grave” equipment acquisition and operation solution that achieves the best of both worlds.....high productivity and low cost of ownership and operation. We call this program **Mile After Mile™**.

We are pleased to offer our proposal based on the Elgin RegenX 1 truck mounted regenerative air sweeper. Elgin is the longest tenured manufacturer of sweepers in North America as well as being the market leader. The single engine design eliminates:

- Maintaining two engines
- Complex aftertreatment system and maintenance
- Untimely auxiliary engine regenerations
- Cost exposure resulting from “missed” auxiliary engine regenerations
- Cumbersome belt tensioning systems
- Auxiliary engine noise and vibration

The RegenX 1 features:

- **Roll-off Dump Height with 50° Dump Angle and 8 Cubic Yard Hopper**
 - Avoid double-handling, driving back to the facility to dump, and environmental ground-dumping restrictions.
- **Incredibly Easy to Clean**
 - Simple hopper – rounded corners and external self-dumping dust separator
 - Easy-access washout doors for dust separator and pickup head
 - Cable-controlled drop-down screens standard
- **Easy to Service**
 - Easy to access components with locations determined by experienced service technicians.
 - Bolt-on wear parts wherever possible (dust separator, hopper inlet, etc.)
- **Reliability**
 - Better cleanout and easier serviceability
 - Highly efficient dust separator and large screen surface area reduce carryover and sand blasting.
 - Overall simple design – fewer moving parts, more uptime

Essentially, this is what this program offers:

- New and Unused Equipment built to the attached specifications.
- A four (4) year bumper-to-bumper warranty for both the truck chassis and sweeper
- All repairs & maintenance included (except brooms)
- Guaranteed minimum 95% equipment availability supported by free of charge loaner equipment in the event of protracted downtime

This again is designed to offer a low, fixed cost of operation and a correspondingly high level of equipment availability. This yields a lower cost of ownership per productive hour which will be explained and quantified later in this proposal.

This program is offered as a four (4) year lease with your choice of monthly or annual payments, a balloon payment at the end of the term with a guaranteed repurchase amount from Kinloch Equipment & Supply equivalent to the amount of the balloon payment resulting in net zero out of pocket to the City of Mission.

ACQUISITION OPTIONS

Model	RegenX 1
Debris Body Capacity	8 Cubic Yards
Water Tank Capacity	265 Gallons
Debris Conveyance System	Regenerative Air
Brooms	Dual 42" Side Brooms
Capital Cost	\$324,840/Each
Mile After Mile™ Program	
Four (4) Year Bumper to Bumper Warranty	Included in Payment
Four (4) Year Repair & Maintenance Agreement	Included in Payment
Free Loaner Equipment	Included in Payment
Payment Schedule	
Four (4) Annual Payments of	\$73,463/Each
OR	
Forty-Eight (48) Monthly Payments of	\$6,293/Each
Upon the conclusion of the four (4) year lease term, the City of Mission has first option to purchase this equipment for \$159,723/each. The City of Mission is under no obligation to exercise this option and can opt to return the equipment to Kinloch Equipment & Supply, Inc. with no further financial obligation.	

COST PER PRODUCTIVE HOUR

Assumptions:

- 8 hours in a normal single shift workday.
- 52 weeks in a year equals 2,080 normal work hours.
- ~10 days per year (80 hours) of Federal holidays.
- Net 2,000 normal work hours per year or 8,000 total hours over four (4) year program term.
- Minimum of 95% guaranteed equipment availability equates to a minimum of 7,600 available hours of use over the four (4) year program term.

Payment Frequency	Cost Per Productive Hour
Annual	\$38.66
Monthly	\$39.75

Under Texas Transportation Code Chapter 502, street sweepers are exempt from the requirement of titling, registering and plating in the State of Texas. As such, our proposal has made no such provisions or accommodations to provide these non-mandated services.



P.O. Box 4919
Pasadena, TX 77502
Tel: 713.473.6213 Fax: 713.473.7858
Toll Free: 800.231.6929

Item 37.

Prices quoted herein are in accordance with Sourcewell Cooperative Purchasing Contract # 093021-ELG. City of Mission Member # 99270.

Prices quoted herein are firm until February 29, 2024.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Daniel J. Federico'.

Daniel J. Federico
Sales Manager

SIGNED BY:

Date: _____



Kinloch
Equipment & Supply, Inc.

P.O. Box 4919
Pasadena, TX 77502
Tel: 713.473.6213 Fax: 713.473.7858
Toll Free: 800.231.6929

Item 37.

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MILE AFTER MILE™
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Solution

Mile After Mile™ Proposal
For The City of Mission



CITY OF
MISSION

As an alternative to the traditional equipment acquisition model, we offer a turnkey “cradle to grave” equipment acquisition and operation solution that achieves the best of both worlds.....high productivity and low cost of ownership and operation. We call this program **Mile After Mile™**.

We are pleased to offer our proposal based on the Elgin RegenX regenerative air street sweeper. Elgin is the longest tenured manufacturer of sweepers in North America as well as being the market leader. The RegenX is the result of hundreds of sweeper customers input into what was important to them in a sweeper. The resounding response was that they wanted something that was easy; easy to use, easy to clean and easy to maintain.

Essentially, this is what this program offers:

- New and Unused Equipment built to the accompanying specifications.
- A four (4) year bumper-to-bumper warranty for both the truck chassis and sweeper
- All repairs & maintenance included (except brooms)
- Guaranteed minimum 95% equipment availability supported by free of charge loaner equipment in the event of protracted downtime

This again is designed to offer a low, fixed cost of operation and a correspondingly high level of equipment availability. This yields a lower cost of ownership per productive hour which I’ll explain later in this proposal.

This program is offered as a four (4) year lease with your choice of monthly or annual payments, a balloon payment at the end of the term with a guaranteed repurchase amount from Kinloch Equipment & Supply equivalent to the amount of the balloon payment resulting in net zero out of pocket to the City.

AQUISTION OPTIONS

Model	Elgin RegenX
Debris Body Capacity	8 Cubic Yards
Water Tank Capacity	265 Gallons
Debris Conveyance System	Regenerative Air
Capital Cost	\$324,830.
Mile After Mile™ Program	
Four (4) Year Bumper to Bumper Warranty	Included
Four (4) Year Repair & Maintenance Agreement	Included
Free Loaner Equipment	Included
Payment Schedule	
Four (4) Annual Payments of	\$73,282.
OR	
Forty-Eight (48) Monthly Payments of	\$6,278.
Purchase Option	
Upon the conclusion of the four (4) year lease term, the City of Mission has first option to purchase this equipment for \$159,690. The City is under no obligation to exercise this option and can opt to return the equipment to Kinloch Equipment & Supply, Inc. with no further financial obligation.	

COST PER PRODUCTIVE HOUR

Assumptions:

- 8 hours in a normal single shift workday.
- 52 weeks in a year equals 2,080 normal work hours.
- ~10 days per year (80 hours) of Federal holidays.
- Net 2,000 normal work hours per year
- Minimum of 95% guaranteed equipment availability

Payment Frequency	Cost Per Productive Hour
Annual	\$38.57
Monthly	\$39.65

Under Texas Transportation Code Chapter 502, street sweepers are exempt from the requirement of titling, registering and plating in the State of Texas. As such, our proposal has made no such provisions or accommodations to provide these non-mandated services.

Prices quoted herein are in accordance with Sourcewell Cooperative Purchasing Contract # 093021-ELG. City of Mission Member # 99270.

Prices quoted herein are firm until February 29, 2024.

Please let me know if you have any questions or require any additional information.

Sincerely,



Dan Federico
Sales Manager



Solicitation Number: RFP #093021

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Elgin Sweeper Company, 1300 West Bartlett Road, Elgin, IL 60120 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Street Sweepers and Specialty Sweepers, with Related Equipment, Accessories, and Supplies from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.
- B. EXPIRATION DATE AND EXTENSION. This Contract expires November 16, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.

Elgin Sweeper

Street sweepers

#093021-ELG

Maturity Date: 11/16/2025

Products & Services ▼

Products & Services

Sourcewell contract 093021-ELG gives access to the following types of goods and services:

- Air sweepers
- Mechanical sweepers
- Specialty street sweepers
- Waterless dust control street sweepers
- Alternate fuel street sweepers
- Industrial application sweepers

Locate your local dealer or representative [🔗](#)

(nongovernment site)

Buy Sourcewell

Login to unlock more contract features.

Username



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Joanne Longoria, Community Development Director

AGENDA ITEM: Approval of Resolution # _____ supporting the proposed senior development “The Bryan” an application to the Texas Department of Housing and Community Affairs - Longoria

NATURE OF REQUEST:

Rufino Contreras Affordable Housing Corporation, Inc intends to submit an application to the Texas Department of Housing and Community Affairs for 2024 Competitive 9% Housing Tax Credits for The Bryan. This resolution confirms the city’s support of the proposed senior development The Bryan.

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
SUPPORTING THE PROPOSED THE BRYAN APPLICATION #24168**

WHEREAS, Rufino Contreras Affordable Housing Corporation Inc. has proposed a development for affordable senior rental housing at 1100 E. Business Highway 83, Mission, TX named The Bryan in the City of Mission; and

WHEREAS, Rufino Contreras Affordable Housing Corporation Inc. has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2024 Competitive 9% Housing Tax Credits for The Bryan;

IT IS HEREBY RESOLVED, that the City of Mission, acting through its governing body, hereby confirms that it supports the proposed The Bryan, Application #24168, located at 1100 E. Business Highway 83, Mission, TX and that this formal action has been taken to put on record the opinion expressed by the City of Mission on February 12, 2024; and

NOW THEREFORE BE IT RESOLVED, that the City of Mission hereby commits to an in-kind contribution to the Development in the form of a loan, grant reduced fee, or other contribution for the benefit of the Development in the amount of \$500; and

BE IT FURTHER RESOLVED, that for and on behalf of the Governing Body Norie Gonzalez Garza, Mayor is hereby authorized, empowered, ad directed to certify this resolution to the Texas Department of Housing and Community Affairs.

PROCLAIMED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Adrian Garcia, Fire Chief

AGENDA ITEM: Approval of Amendment No. 1 to Professional Services Agreement between City of Mission and Emergicon, LLC – A. Garcia

NATURE OF REQUEST:

The Mission Fire Department is requesting authorization of Amendment No. 1 with Emergicon, to include services for Medicaid and charity care reimbursements. This agreement would allow the department to receive funds from the Texas Ambulance Supplemental Program for indigent care provided by the City of Mission Fire EMS and administered by the State of Texas Health and Human Services Commission.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**AMENDMENT NO. 1
TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN EMERGICON, LLC AND City of Mission**

This Amendment (“Amendment”) is entered into by and between EMERGICON, LLC (“COMPANY”) and the City of Mission (“CLIENT”) as of _____ (“Effective Date”).

WHEREAS, COMPANY and CLIENT previously executed and entered into a Professional Services Agreement ("Agreement") for ambulance billing services, and

WHEREAS, the parties agree to amend the Agreement to include services for Medicaid and charity care reimbursements.

THEREFORE, for good and valuable consideration, the receipt and adequacy of which is acknowledged, the parties hereby agree as follows:

COMPANY will provide CONTRACTED SERVICES in Attachment A.

COMPENSATION & TERM for CONTRACTED SERVICES are listed in Attachment B.

All other terms, conditions and provisions of the Professional Services Agreement remain in full force and in effect and are not modified by this amendment.

IN WITNESS WHEREOF, CLIENT and COMPANY have executed this Amendment as of the date stated above.

CLIENT

COMPANY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTACHMENT A:
CONTRACTED SERVICES

Cost Report Ambulance Supplemental Payment Program Services

COMPANY will work with CLIENT to analyze and report costs for Medicaid, Uninsured, and Charity Care, that will help CLIENT realize revenue related to an Ambulance Services Supplemental Payment Program as administered by the State of Texas Health and Human Services Commission (HHSC).

COMPANY's services will include:

- Conducting a thorough review of operational and administrative costs to determine 2 CFR Part 200 allowable costs to report on a cost report approved by HHSC.
- Conducting comprehensive analysis of the billing reports, ensuring that key data elements such as dates of service, procedure codes, charges and payments related to Medicaid, Uninsured, and Charity Care are screened and accurately accounted for in the cost report.
- Developing and applying appropriate cost allocation methodologies using the utilization data produced by CLIENT's Computer Aided-Dispatch (CAD) system.
- Submitting annual cost reports approved by HHSC, on behalf of CLIENT to HHSC that will allow CLIENT to realize incremental revenue under the Ambulance Supplemental Payment Program.
- Refining the cost reports and/or other items of cost based on the review from HHSC and/or CMS.
- Providing Medicaid subject matter expertise and representation during the HHSC review and approval of the submitted cost reports.
- Drafting responses, providing supporting documentation, and conducting comprehensive billing reconciliations as required during HHSC desk review process.
- Working with CLIENT to present updates and status reports to CLIENT's administrative body or other interested parties within the community, as necessary, to help educate and inform them on the progress of this initiative.
- Acting as a liaison between HHSC and CLIENT to address any questions and keep CLIENT informed on changes in state and federal regulations.

Medicaid Average Commercial Rate Supplemental Payment Program Services

COMPANY will work with CLIENT to analyze and calculate average commercial rate data that will help CLIENT receive funds related to the Enhanced Reimbursements for Qualifying Publicly Owned Ground Emergency Ambulance Service Providers, as administered by HHSC. Upon approval, this program will allow for Average Commercial Rate reimbursement for Medicaid fee for service and Medicaid managed care transports.

COMPANY will perform the following services to ensure that CLIENT will maximize reimbursement while mitigating audit risk.

- Working on behalf of CLIENT to receive approval of the program by HHSC and the Centers for Medicare and Medicaid Services (CMS), including:
 - Drafting Medicaid state plan and Medicaid preprint forms to facilitate HHSC and CMS approval.
 - Reviewing Medicaid state plan amendment materials and changes to the Texas Administrative Code to ensure program requirements are developed in the best interests of CLIENT.
 - Drafting responses to requests for additional information from HHSC and CMS.
 - Providing representation in meetings with HHSC leadership on behalf of CLIENT to obtain program approval.
- Completing the application to enroll CLIENT in the program.
- Preparing fiscal impact analysis and presenting results to CLIENT to demonstrate the benefits of the program.
- Providing support and education to CLIENT's leadership on intergovernmental transfer (IGT) funding requirements.
- Preparing draft contract documents to facilitate average commercial rate reimbursement with Medicaid managed care organizations.
- Assisting with contracting efforts with Medicaid managed care organizations.
- Collecting average commercial billing data to complete payment calculations, including:
 - Verifying commercial carrier data to ensure appropriate inclusion of payment rates.
 - Determining which payment model is most advantageous to CLIENT, for example an overall payment per transport or per procedure code payment model.
 - Analyzing claims data to determine the total payment per transport.
 - Excluding certain transports that are not emergent in nature.
- Completing the rebasing of the average commercial rate survey.
- Analyzing and verifying commercial rate data to validate payment receipts, including pulling remits from commercial payments to validate payment levels.

- Conducting comparative analysis to identify significant quarter to quarter trends in billing and financial data.
- Providing comprehensive audit support, including but not limited to conducting reviews of all average commercial rate calculations, performing detailed analysis of billing reports generated by HHSC to ensure that all allowable charges and payments are encompassed in the calculation of the supplemental payment, and drafting letters and providing supporting documentation to meet Medicaid requirements and expedite supplemental payments.
- Providing ongoing technical assistance on programmatic and policy issues related to the Ambulance Supplemental Payment Program.

ATTACHMENT B:
COMPENSATION & TERM

Supplemental Payment Program Services

In consideration of the professional services to be performed by COMPANY under the terms of this Agreement, the CLIENT shall pay COMPANY for services performed according to a tiered fee structure. The fee paid by the CLIENT will be based on the CLIENT’s total Medicaid and uninsured charges for the corresponding federal fiscal year for the claim for supplemental reimbursement.

Tiered Pricing Structure for Supplemental Payment Program Contracted Services

Medicaid & Uninsured Charges for Fiscal Year	Contingency Fee
>\$2,000,000	6.0%
>\$1,000,000 to \$2,000,000	9.0%
>\$500,000 to \$1,000,000	12.0%
\$0 to \$500,000	15.0%

The contingency fee will be charged based on the new revenues realized through the supplemental payment programs.

The term for supplemental payment program services performed by COMPANY under this amendment will include the Federal Fiscal Year 2023 that ends with the issuance of payment from the State of Texas to CLIENT. This amendment shall renew automatically, on the same terms identified herein, for a period of one year from each anniversary date of this amendment, unless either party provides no less than thirty (30) days’ notice of non-renewal prior to the end of the current term.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024

PRESENTED BY: Adrian Garcia, Fire Chief

AGENDA ITEM: Approval of Amendment No. 2 to Professional Services Agreement between City of Mission and Emergicon, LLC for Fire/Emergency response billing through Emergifire – A. Garcia

NATURE OF REQUEST:

Emergifire is engaged in the business of providing third-party billing and accounts receivable management specialized professional services related to motor vehicle accidents and other emergency responses for emergency service organizations. The city shall pay Emergifire a fee equivalent to fifteen percent (15%) of all revenues collected by Emergifire on behalf of the city.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

AMENDMENT NO. 2
TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN
EMERGICON, LLC AND CITY OF MISSION FOR
FIRE/EMERGENCY RESPONSE BILLING

This Amendment No. 2 (this “**Amendment**”) is entered into by and between Emergifire, LLC, a Texas limited liability company (“**Emergifire**”) and City of Mission (“**Client**”), dated _____ and is subject to the terms and conditions of that certain Agreement for Specialized Professional Ambulance Billing Services by and between Emergicon, LLC and Client, dated January 24th, 2022 (the “**Services Agreement**”).

RECITALS

WHEREAS, Emergicon, LLC is engaged in the business of providing fire response and cost recovery services as detailed below through a contractor relationship with Emergifire;

WHEREAS, Emergifire is engaged in the business of providing third-party billing and accounts receivable management specialized professional services related to motor vehicle accidents and other emergency responses for emergency service organizations;

WHEREAS, CLIENT desires to utilize Emergifire for billing and claims management services for its organization; and

WHEREAS, Emergifire is willing to provide such specialized professional services upon the terms and conditions provided in this Amendment;

Specialized Professional Services. Emergifire agrees to perform the following duties (collectively referred to as the “**Services**”) on behalf of CLIENT as a normal course of business:

- a. Promptly prepare and submit claims to the responsible party deemed complete and eligible for submission by Emergifire in conformance with this Agreement.
- b. Provide instructions for the submission of Required Documentation to Emergifire.
- c. Promptly post payments made on CLIENT’s behalf.
- d. Provide monthly reports to CLIENT, which include, at a minimum, cash received and balance summary.
- e. Will not begin litigation against a person, entity, or insurance carrier without prior written approval by the CLIENT.

Specifically Excluded Duties of Emergifire. Notwithstanding any provisions of this Agreement to the contrary, Emergifire shall *not* be responsible to:

- a. Initiate or pursue litigation for the collection of past due accounts.
- b. Provide legal advice or legal services to CLIENT or anyone acting on CLIENT's behalf.

Term and Termination.

This Amendment runs in concurrence to the Specialized Professional Ambulance Billing Services Agreement.

Compensation.

a. In exchange for the Specialized Professional Services described in this Agreement, CLIENT shall pay Emergifire a fee equivalent to fifteen percent (15%) of all revenues collected by Emergifire on behalf of CLIENT. Credit card payments accepted by Emergifire will be charged an additional two percent (2.0%).

b. Emergifire shall submit invoices to CLIENT on a periodic basis established by Emergifire. Invoices are to be paid by CLIENT within thirty (30) days of the invoice date. Emergifire reserves the right to add simple interest at an annual rate of 18%, compounded daily, on all where Emergifire has not received payment within thirty (30) days of the date of its invoice.

CLIENT agrees to reimburse Emergifire for any and all sales tax liabilities that may arise as a result of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Amendment as of the date written below.

EMERGIFIRE, LLC.

City of Mission

By:

By:

Signature

Signature

Christopher Turner, MHA

Print Name

Print Name

Founder & CEO

Title

Title

Date

Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Adrian Garcia, Fire Chief
AGENDA ITEM: Approval of Ordinance#_____ Establishing and Implementing a Billing Program through Emergifire, LLC. for the Deployment of Emergency and Non-Emergency Services by the City of Mission Fire Department – A. Garcia

NATURE OF REQUEST:

The Mission Fire Department is seeking approval of an Ordinance with Emergifire, LLC for the implementation of a billing program for the deployment of Emergency and Non-Emergency Services for fire billing and fire prevention fees which meet current industry standards.

BUGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing _____

Advisory Board Recommendation: N/A _____

City Manager’s Recommendation: Approval *RP* _____

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO: _____

AN ORDINANCE ESTABLISHING AND IMPLEMENTING A PROGRAM TO CHARGE MITIGATION RATES FOR THE DEPLOYMENT OF EMERGENCY AND NON-EMERGENCY SERVICES BY THE FIRE DEPARTMENT FOR SERVICES PROVIDED/RENDERED FOR THE CITY OF MISSION FIRE DEPARTMENT.

WHEREAS, the emergency and non-emergency services response activity to incidents continues to increase each year; Environmental Protection requirements involving equipment and training, and Homeland Security regulations involving equipment and training, creating additional demands on all operational aspects of the fire department services; and

WHEREAS, the fire department has investigated different methods to maintain a high level of quality of emergency and non-emergency service capability throughout times of constantly increasing service demands, where maintaining an effective response by the fire department decreases the costs of incidents to insurance carriers, businesses, and individuals through timely and effective management of emergency situations, saving lives and reducing property and environmental damage; and

WHEREAS, raising real property tax to meet the increase in service demands would not be fair when the responsible party(s) should be held accountable for their actions; and

WHEREAS, the City Council of the City of Mission desires to implement a fair and equitable procedure by which to collect said mitigation rates and shall establish a billing system in accordance with applicable laws, regulations and guidelines; Now, Therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION:

SECTION 1: The **City of Mission** shall initiate mitigation rates for the delivery of emergency and non-emergency services by the fire department for personnel, supplies and equipment to the scene of emergency and non-emergency incidents as listed in “EXHIBIT A”. The mitigation rates shall be based on actual costs of the services and that which is usual, customary and reasonable (UCR) as shown in “EXHIBIT A”, which may include any services, personnel, supplies, and equipment and with baselines established by addendum to this document.

SECTION 2: A claim shall be filed to the responsible party(s) through their insurance carrier. In some circumstances, the responsible party(s) will be billed directly.

SECTION 3: The fire department’s City Council may make rules or regulations and from time to time may amend, revoke, or add rules and regulations, not consistent with this Section, as they may deem necessary or expedient in respect to billing for these mitigation rates or the collection thereof.

SECTION 4: It is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in accordance with all legal requirements, and the Codified Ordinances of the City Council.

SECTION 5: This Ordinance shall be effective immediately upon its passage and adoption as permitted by law.

SECTION 6: The Mitigation Rates lists in Exhibit A will increase by 1.5% annually or based on the annual percentage increase in the Consumer Price Index (CPI), as developed by the Bureau of Labor Statistics of the U.S. Department of Labor, whichever is more. Rate adjustments will occur on the anniversary date of this ordinance/resolution to keep the fire department's cost recovery program in conformity with increasing operating expenses.

READ, DISCUSSED, AND APPROVED on this the 12th day of February, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

EXHIBIT A

MITIGATION RATES

The mitigation rates below are average “billing levels”, and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided.

MOTOR VEHICLE INCIDENTS

Level 1 - \$506.00

Provide hazardous materials assessment and scene stabilization. This will be the most common “billing level”. This occurs almost every time the fire department responds to an accident/incident.

Level 2 - \$576.00

Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 3 – CAR FIRE - \$704.00

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, TIC use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

ADD-ON SERVICES:

Extrication - \$1,520.00

Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

Creating a Landing Zone - \$465.00

Includes Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

ADDITIONAL TIME ON-SCENE

Engine billed at \$466 per hour.

Truck billed at \$582 per hour.
Miscellaneous equipment billed at \$341.

HAZMAT

Level 1 - \$816.00

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.

Level 2 - \$2,913.00

Intermediate Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.

Level 3 – \$6,875.00

Advanced Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time - **each additional hour @ \$336.00 per HAZMAT team.**

ADDITIONAL TIME ON-SCENE (for all levels of service)

Engine billed at \$466 per hour.
Truck billed at \$582 per hour.
Miscellaneous equipment billed at \$341.

FIRE INVESTIGATION

Fire Investigation Team - \$321.00 per hour.

Includes:

- Scene Safety
- Investigation
- Source Identification
- K-9/Arson Dog Unit
- Identification Equipment
- Mobile Detection Unit
- Fire Report

The claim begins when the Fire Investigator responds to the incident and is billed for logged time only.

FIRES

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

Includes:

- Scene Safety
- Investigation
- Fire / Hazard Control

This will be the most common “billing level”. This occurs almost every time the fire department responds to an incident.

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates.

Itemized, per person, at various pay levels and for itemized products use.

ILLEGAL FIRES

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the responsible party will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response.

WATER INCIDENTS**Level 1**

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common “billing level”. This occurs almost every time the fire department responds to a water incident.

Billed at \$466 plus \$58 per hour, per rescue person.

Level 2

Intermediate Response: Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

Billed at \$932 plus \$58 per hour, per rescue person.

Level 3

Advanced Response: Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

Billed at \$2,334 plus \$58 per hour per rescue person, plus \$117 per hour per HAZMAT team member.

Level 4

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

BACK COUNTRY OR SPECIAL RESCUE

Itemized Response: Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

Minimum billed \$466 for the first response vehicle plus \$58 per rescue person. Additional rates of \$466 per hour per response vehicle and \$58 per hour per rescue person.

CHIEF RESPONSE

This includes the set-up of Command and providing direction of the incident. This could include operations, safety, and administration of the incident.

Billed at \$290 per hour.

MISCELLANEOUS / ADDITIONAL TIME ON-SCENE

Engine billed at \$466 per hour.

Truck billed at \$582 per hour.

Miscellaneous equipment billed at \$341.

GAS LEAKS (Natural)**LEVEL 1****(Natural Gas Leak Outside Without Fire)**

Description: Minimal danger to life, property, and the environment, leak typically for mechanical damage to a meter or pipe.

Actions: Evacuate immediate area, notify gas company, evaluate hazards including exposures, environment, vehicular traffic etc. Conduct fence line monitoring to determine control zones. Remove ignition sources from the area, consider non-intervention strategy, if

offensive tactics selected, ensure proper PPE, respiratory protection, thermal protection, and tactics are utilized.

Assignment - \$466.00 per hour, per engine / \$582.00 per hour, per truck

LEVEL 2

(Natural Gas Leak Outside with Fire)

Description: Moderate danger to life, property, and the environment, leak typically caused from mechanical damage with nearby operating equipment (car, backhoe, etc) causing a fire.

Actions: Evacuate immediate area, notify gas company, protect hazards from fire damage, do not extinguish the fire unless directed to do so by the gas company, consider water supply options.

Assignment- \$748 per hour, per engine / \$58 per hour, per rescue person.

LEVEL 3

(Natural Gas Leak inside Structure)

Description: Significant danger to life, property, and the environment, leak is typically difficult to identify and locate.

Actions: Evacuate building and nearby structures, notify gas company, position apparatus away from the structure, attempt to control gas where it enters the building, ventilate the building (using intrinsically safe methods), remove ignition sources from inside but shutting off power on the outside of the structure.

Assignment- \$932 per hour, per engine / \$58 per hour, per rescue person.

FIRE MARSHAL INSPECTION AND PERMITTING FEES

a) *Fire Marshal Inspections.*

- 1) Certificate of Occupancy - \$60.00.
- 2) Temporary Certificate of Occupancy - \$60.00.
- 3) After Hours Inspections (after 5:00 p.m. or on weekend)
 - i. \$150.00 per hour for first two hours.
 - ii. \$50.00 per hour for each additional hour beyond the first two hours.

b) *Fire Protection Systems.*

- 1) 1-10 devices - \$75.00.
- 2) 11-25 devices - \$100.00.
- 3) 26-100 devices - \$200.00.
- 4) 101-200 devices - \$275.00.
- 5) 201-500 devices - \$500.00.
- 6) Per device for each device over 500 - \$1.00

c) *Fire Sprinkler Systems.*

- 1) Underground- \$150.00.
- 2) Aboveground, 1-19 heads - \$75.00

- 3) Aboveground 20-100 heads - \$100.00.
 - 4) Aboveground, 101-300 heads - \$200.00.
 - 5) Aboveground 301-1,000 heads - \$400.00.
 - 6) Per head/or each over 1,000 heads - \$1.00.
 - 7) Fire Pump, additional - \$150.00.
- d) Access Control.**
- 1) 1-10 Doors - \$75.00.
 - 2) 11-25 Doors - \$100.00
 - 3) 26-100 Doors - \$200.00.
 - 4) 101-200 Doors - \$275.00
 - 5) 201-500 Doors - \$500.00.
 - 6) Per device for each device over 500 - \$1.00.
- e) Fire Alarm System Permits.**
- 1) *Residential Permit Fee - \$50.00 annually.*
 - i. This residential fee shall be waived if a burglar alarm permit fee has already,been paid.
 - 2) *Non-Residential Permit Fee - \$100.00 annually*
- f) False Alarm Billing Fee (Residential).**
- 1) The first three (3) false alarm calls within a twelve (12) month period are free of charge.
 - 2) The fee for the fourth (4th) and fifth (5th) false alarm calls within a twelve (12) month period is \$75.00 per call.
 - 3) The fee for the sixth (6th) and seventh (7th) false alarm calls within a twelve (12) month period is \$250.00 per call.
 - 4) The fee for the eighth (8th) false alarm call and any false alarm call beyond the eighth (8th) within a twelve (12) month period is \$500.00 per call.
- g) False Alarm Fee (Non-Residential).**
- 1) The first three (3) false alarm calls within a twelve (12) month period are free of charge.
 - 2) The fee for the fourth (4th) and fifth (5 th) false alarm calls within a twelve (12) month period is \$150.00 per call.
 - 3) The fee for the sixth (6th) and seventh (i h) false alarm calls within a twelve (12) month period is \$500.00 per call.
 - 4) The fee for the eighth (8th) false alarm call and any false alarm call beyond the eighth (8th) within a twelve (12) month period is \$1,000.00 per call.
- h) Fire Marshal Annual Inspection Fee.**
- 1) 1 - 1,500sq.ft. -\$50.00 annually.
 - 2) 1,501 - 3,000 sq. ft. - \$55.00 annually.
 - 3) 3,001 - 5,000 sq. ft. - \$60.00 annually.
 - 4) 5,001 - 10,000 sq. ft. - \$65.00 annually.
 - 5) 10,001 - 25,000 sq. ft. - \$70.00 annually.
 - 6) 25,001 - 50,000 sq. ft. - \$75.00 annually.
 - 7) 50,001 - 75,000 sq. ft. - \$80.00 annually.
 - 8) 75,001 - 100,000 sq. Ft. - \$100.00 annually.
 - 9) 100,001 - 200,000 sq. ft. - \$120.00 annually.
 - 10) 200,001 sq. ft. and greater - \$280.00 annually.
- i) Hazardous Materials Annual Permit (includes flammable/combustible liquids).**
- 1) Powders and Solids
 - i. 1,000 lbs. and less - \$25 .00

- ii. 1,001 - 2,000 lbs. - \$37.50.
 - iii. 2,001 - 5,000 lbs. - \$70.00.
 - iv. 5,001 lbs. and over - \$137.50.
- 2) Liquids and Gels.
 - i. 25 gallons or less - \$25.00.
 - ii. 26 -100 gallons - \$37.50.
 - iii. 101- 1,000 gallons - \$70.00.
 - iv. 1,001 gallons or more - \$137.50.
- j) Plan Review Fees.**
 - 1) Plan Review - \$60.00.
 - 2) Fire Alarm System - \$70.00.
 - 3) Fire Sprinkler System - \$150.00.
 - 4) Emergency Lighting- \$37.50.
 - 5) Special Lighting - \$30.00.
 - 6) Liquid storage tanks, hazardous materials - \$70.00.
- k) Reinspection Fee - \$60.00.**
- l) Special Permits.**
 - 1) Blasting operation - \$65.00 per day.
 - 2) Pyrotechnic display - \$65.00 per day.
 - 3) Tent permit.
 - i. 1 - 30 days - \$30.00.
 - ii. Each additional 30 days or portion thereof- \$30.00.
- m) Underground Storage Tanks Installation.** The fees set forth in this subsection are applicable to both temporary and permanent underground storage tanks.
 - 1) 0 - 1,000 gallons - \$50.00.
 - 2) More than 1,000 gallons - \$100.00.
- n) LPG Tank Installation or Removal - \$50.00.**
- o) Special Event Fees.**
 - 1) Fire marshal permit.
 - i. \$125.00 for first day.
 - ii. \$75.00 per each additional day thereafter.
 - 2) Fire marshal on premises - \$65.00 per hour.
 - 3) Standby fire personnel, no apparatus - \$65 .00 per hour (each, three hour minimum).
 - 4) Standby ambulance, with personnel - \$130.00 per hour (three hour minimum).
 - 5) Standby engine or truck, with personnel - \$195.00 per hour (three hour minimum).
- p) State Mandated Inspections.**
 - 1) Hospitals - \$100.00
 - 2) Nursing and long-term care homes - \$75.00.
 - 3) Daycare/Mother's Day out- \$50.00.
 - 4) Foster home or adoptive home - \$10.00.
 - 5) Home inspection (insurance) - \$50.00."

MITIGATION RATE NOTES

The mitigation rates above are average "billing levels", and are typical for the incident responses listed, however, when a claim is submitted, it will be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department's "actual personnel expense" and not just a firefighter's basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: February 12, 2024
PRESENTED BY: Jesse Lerma Jr., Civil Service Director
AGENDA ITEM: Authorization to engage with Bickerstaff, Heath, Delgado, and Acosta (Kevin Pagan) for Civil Service Attorney – J. Lerma

NATURE OF REQUEST:

On March 14, 2022, City Council authorized staff to engaged the services of Bickerstaff, Heath, Delgado and Acosta as Civil Service Attorneys. Contract was for a two-year term to expire on March 31, 2024.

Staff and City Manager are recommending to engage Bickerstaff, Heath, Delgado and Acosta for an additional two year term to expire on March 31, 2026. This request is made as per the established guidelines and requirements as outlined in the General Exemption Texas Local Government Code 252.022 (a) (4) procurement for personal, professional, or planning services.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-424-34430
BUDGET: \$40,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$38,193

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *RP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

Jesse Lerma

From: Crissy Cantu
Sent: Wednesday, January 17, 2024 2:14 PM
To: Jesse Lerma
Subject: Professional Services Gen Exemption

Importance: High

Here you go, Mr. Lerma.

General Exemption Texas Local Gov't Code 252.022 (a)(4)- a procurement for personal, professional, or planning services. We require the firm's qualifications and fees on letterhead. Let me know if you have any questions.

Best,

Best,



Crissy Cantu, CTCD

Procurement Buyer

City of Mission | 1201 E. 8th Street Mission, TX 78572

Phone: 956.580.8667 Email: ccantu@missiontexas.us

•Peace be with you•

Please note that any correspondence, such as email or letters, sent to City staff or City officials may become a public record and made available for public/media review.

Notice: If you are not the intended recipient or have received this e-mail in error, please notify me via return e-mail and telephone at 956-580-8667, and permanently delete and purge the original and any copy thereof. This e-mail, with attachments hereto, if any, is intended only for receipt and use by the addressee(s) named herein, and may contain legally privileged and/or confidential information. Regardless of address or routing, if you are not the intended recipient, then you are hereby notified that any use, copying, reproduction, dissemination, distribution, or transmission of this e-mail, and any attachments hereto, is strictly prohibited. Whereas all reasonable steps have been taken to ensure the accuracy and confidentiality of the information and data submitted herein, the City of Mission and its employees are not liable if information or data is corrupted or does not reach its intended destination.

January 23, 2024

City of Mission
Mr. Randy Perez, City Manager
Mr. Jesse Lerma, Civil Service Director
1201 E. 8th Street
Mission, TX 78572

Mr. Perez / Mr. Lerma:

Thank you for the opportunity to extend my contract with the City of Mission. I have been privileged to serve as the special counsel for Civil Service (and related) matters since 2022 and look forward to continuing to do so.

Attached, you will find the information you requested regarding my (and my firm's) qualifications and rates.

Should you need anything else, please do not hesitate to contact me.

Sincerely,



Kevin D. Pagan
Of Counsel

City of Mission, Texas

Statement of Qualifications & Hourly Rates

CIVIL SERVICE ATTORNEY

Submitted by:



January 23, 2024

Contact: Kevin D. Pagan
813 North Main Street
Suite 513
McAllen, TX 78501
P 956-205-0344
F 956-683-9404
www.bickerstaff.com
kpagan@bickerstaff.com

STATEMENT OF QUALIFICATIONS

OVERVIEW

Established in September 1980 in Austin, Texas by two division chiefs from the Office of the Texas Attorney General, our firm began as Bickerstaff & Heath. Currently operating as Bickerstaff Heath Delgado Acosta LLP (“BHDA” or the “Firm”), we are one of the largest firms in Texas devoted extensively to the practice of state and local government law. The Firm’s client list includes large and small public entities of all types located throughout the state.

We are proud that many of our attorneys are former elected, appointed, and employed members of state and local government. A particular strength that sets us apart is our understanding of the governmental process, which enables us to provide practical advice both to local government entities and to private entities that interact with or are otherwise affected by government decision making.

Our firm draws heavily on active collaboration across our different practice groups to ensure that we deliver legal services that fully anticipate and address our clients’ needs. Given our collective experience, clients can be confident in relying on BHDA as their trusted advisor when seeking out innovative solutions or when addressing problematic issues.

FIRM QUALIFICATIONS

BHDA is prepared to serve as the City of Mission’s (the “City”) civil service attorney. For more than 40 years, our firm has placed special emphasis on the representation of governmental entities, including matters related to Civil Service issues. Our experience includes both city attorney work and comprehensive specialty services for municipalities and other types of local government entities throughout Texas. As a result, we have an extensive list of municipal clients that we have represented specifically in civil service matters, over the years, including (but not limited to):

- ◆ City of McAllen
- ◆ City of Edinburg
- ◆ City of Brownsville
- ◆ City of Alice
- ◆ City of Harlingen

Our extensive background in governmental service and our history of representing public entities has allowed us to develop an appreciation for the legal and legislative issues faced by cities – as well as the often-limited resources available to address these complex issues. We advise municipal clients in all areas of public law, including:

- ◆ Advising on meet and confer issues, including negotiations with police and fire departments.
- ◆ Advising executive department and employees regarding all matters with civil service.
- ◆ Local Government Code Title 5 Matters Affecting Public Officers and Employees.

- ✦ Matters related to Chapter 143 (Civil Service) of the Texas Local Government Code.
- ✦ Employment and labor law issues including a wide range of experience related to personnel matters.
- ✦ Attending and providing counsel at Civil Service Commission meetings.
- ✦ Legal aspects of managing basic city functions such as police, fire, taxation, etc.

In addition, our firm routinely provides city management support services including, legal support to the City’s management team and availability to advise on any of the following areas: finance and administration, development services, information resources, human resources (including EEOC, FLSA, FMLA, and ADA), fire services, police services, parks and recreation, utilities, and community services, issues involving real property, public information, human resources, utilities, police and fire services (including specific labor and employment issue management and development of policies and procedures), contract drafting and related issues, disaster response and recovery including guidance surrounding FEMA claims and policies, and general operational support. The Firm also has support staff qualified and available if necessary to assist the City Secretary’s office on issues including elections, open meetings compliance, public information responses, and records retention/management.

Specialty Services Experience

In addition to the information above, we have included the following details specifically related to our experience in the areas of civil service; meet & confer negotiations; and police & fire specialty law.

a. Civil Service

The Firm’s proposed lead attorney (Kevin Pagan) has represented the following cities with respect to civil service matters in the areas indicated below.

- ✦ **City of McAllen** – Served as City Attorney / Deputy City attorney for 27 years. During that time, he represented the city management in a large number of civil service matters ranging from indefinite suspensions (terminations) to reprimands and suspensions. For the first 13 years of the time mentioned above, Mr. Pagan also represented the McAllen Civil Service Commission as its general counsel in a wide variety of matters, including testing, promotional, contested hearings, and other matters.
- ✦ **City of Edinburg** – Served (and currently serves) as special counsel for the City of Edinburg Police (and now Police and Firefighters’) Civil Service Commission for more than 20 years. In that capacity, Mr. Pagan serves as the Civil Service Commission and Civil Service Director’s attorney providing advice and representation in a wide variety of civil service matters including testing issues, creation of local rules, promotional disputes, and interpretation of Chapter 143 (the Civil Service law) in all areas as needed.
- ✦ **Served as special counsel to Civil Service Commission** – Over the past 20 years for the following cities: City of Brownsville, City of Harlingen, and City of Alice. These representations generally involve providing the cities’ Civil Service Director and Civil Service Commission legal advice during contested (or controversial) matters.

- **City of Mission** – Since 2022, Mr. Pagan has served as special counsel to the City of Mission, mainly assisting the Police and Fire Chiefs, the Civil Service Director, and HR Department in matters related to police and fire employment issues, including disciplinary cases. In this capacity, Mr. Pagan also serves as counsel to the Mission Civil Service Commission. (Prior to 2022, Mr. Pagan was hired by the City of Mission to assist the former Police Chief with a complex personnel/liability matter involving a police "pursuit" incident.)

b. Meet and Confer Negotiations

In his capacity as attorney for the City of McAllen, Mr. Pagan served as lead negotiator for the city management’s collective bargaining team from the inception of collective bargaining more than 20 years ago until his retirement (from the City of McAllen) in January of 2021. (Collective bargaining involves processes very similar to “meet and confer,” although there are distinctions, with which Mr. Pagan is also familiar.) As part of the above, Mr. Pagan also attended numerous high-level trainings in bargaining and negotiations provided by both the Federal Mediation and Conciliation Service as well as the Harvard / M.I.T. Program on Negotiations. (From the Harvard program, he attended sufficient trainings to obtain a “Negotiation Master Class” certification.)

In his capacity as Special Counsel to the Edinburg Civil Service Commission, Mr. Pagan has also provided general advice to the city staff in those areas where the Edinburg Meet and Confer agreements “intersect” with Civil Service requirements.

c. Police and Fire Specialty Law

As noted earlier, Mr. Pagan served as legal counsel to the City of McAllen for more than 27 years. In that capacity, he served as the primary legal advisor to both the police and fire chiefs for the duration of that time. As such, he is very familiar with the intricacies of Texas police and fire department issues of all types.

KEY PROFESSIONALS

The Firm is pleased to propose Kevin Pagan (Of Counsel) as the lead attorney for the City. Mr. Pagan will have primary responsibility for managing the relationship between the City and the Firm—as well as administering the City’s account, keeping regular contact with the City, and supervising the work of the Firm’s other attorneys and legal assistants. In addition to Mr. Pagan, Vanessa Gonzalez and Joshua Katz are available to assist the City on an as-needed basis. We have included brief bios below for our proposed attorneys and their full resumes are attached as EXHIBIT A.

- **Kevin D. Pagan, Of Counsel (Proposed Lead Attorney)**

Kevin Pagan focuses his practice on representing Texas municipalities in all types of issues faced by city governments and their elected officials and administrators. Mr. Pagan has extensive experience in the area of municipal law. For nearly 15 years, he served as the city attorney for the City of McAllen, where he oversaw the operations of the city’s legal department, which included a team of municipal prosecutors and general counsel attorneys, legal personnel, and administrative staff. During this

time, Mr. Pagan led the department in a wide range of matters including economic development, voting rights and elections, governance and compliance, and labor and employment matters among many others. He also worked as deputy city attorney and assistant city attorney for the City of McAllen, and interim city manager for the City of Mercedes. Mr. Pagan works in the Firm's McAllen office.

• **Vanessa A. Gonzalez, Partner**

Vanessa Gonzalez leads the Firm's employment law litigation group and is Board Certified in Labor and Employment Law by the Texas Board of Legal Specialization. Her employment law experience includes successful jury trials and the dismissal of numerous claims by motions for summary judgment and motions to dismiss. She regularly counsels government and private employers to ensure compliance in all areas of state and federal employment laws; conducts workplace investigations; prepares and negotiates employment contracts; prepares and updates employee manuals; and provides management training.

In addition to traditional employment law claims brought under the FLSA, Title VII, the ADA, the FMLA, and the Texas Labor Code, Ms. Gonzalez has extensive experience defending constitutional employment law claims and whistleblower claims against government entities with a focus on defending cities. She has also represented employers in administrative proceedings before the Equal Employment Opportunity Commission, the Texas Workforce Commission, and the Department of Labor; and she has defended law enforcement officials in claims of excessive force, denial of medical care, and false arrest claims.

• **Joshua D. Katz, Partner**

Joshua Katz practices in the areas of municipal law, environmental law, administrative law, water law, electric utility regulation, Public Information Act and Open Meetings Act issues, and related litigation. He represents municipalities, river authorities, water districts, and private entities in these and related matters before state and federal agencies and in state court. Mr. Katz currently serves as City Attorney for the City of Granite Shoals and the Village of Salado, and as Assistant City Attorney to the City of Lakeway. He also serves as outside counsel to numerous cities including the City of Roma, where he previously served as City Attorney.

Mr. Katz has provided general and specialty counseling to municipalities in all areas of the law that concern cities, including ordinance drafting, annexation, eminent domain, utilities, elections, building code, procurement, employment, zoning, and land use matters. In addition, he has handled numerous environmental and property law litigation cases including groundwater rights cases, title and easement disputes, and land use disputes.

AVAILABILITY AND COMMITMENT

The Firm has a total of 22 attorneys and 20 support staff across four offices located in McAllen, Austin, El Paso, and Houston. We are proud to maintain a considerable workload, which will in no way diminish our ability to render legal services to the City in a timely and effective manner. Our attorneys have built lasting

relationships with our municipal clients in part by remaining easily accessible and responsive. Our firm is committed to providing the City with its required representation. In addition to the attorneys outlined in this proposal, the full resources of our firm are available to assist the City on an as-needed basis. The size of our firm, combined with the skill and experience of our personnel, ensure that the City’s matters will always be handled efficiently and effectively. Our attorneys have the capacity and capability to perform on short notice and in a timely manner.

PROPOSED RATES & FEES

HOURLY RATES

Unless otherwise indicated in writing, our fees for city attorney legal services are determined on the basis of the hourly rates of the respective attorneys, paralegals, and specialists who perform the services. These rates vary depending on the expertise and experience of the individual. Hourly rates for the attorneys included in this proposal are indicated below.

- ◆ Kevin D. Pagan (proposed lead attorney) \$225 per hour
- ◆ Vanessa A. Gonzalez \$225 per hour
- ◆ Joshua D. Katz \$225 per hour

OTHER COSTS

The Firm incurs expenses on behalf of clients only when required by the legal needs of the clients. Some cases or matters require extensive use of outside copy facilities, and other cases may not be so paper-intensive. Standard services handled within the Firm are not charged, and client specific expenses are billed to the client needing those services. An explanation of the billing structure is as follows:

Not Charged

Secretarial and word processing time, routine postage, file setup, file storage, local or ordinary long-distance charges, fax charges, and computerized legal research data charges.

Delivery Services

Outside delivery services are used for pickup and delivery of documents to the client as well as to courts, agencies, and opposing parties. Outside delivery fees are charged to the client at the rate charged to the Firm. Overnight delivery services are also charged at the rate charged to the firm. The Firm’s Office Services Department personnel may provide delivery service in urgent situations and charges for such in-house service will not exceed the charge that would be made by an outside service in a similar situation.

Postage

Our postal equipment calculates exact U.S. postage for all sizes and weights of posted material. The rate charged for postage is the same as the amount affixed to the material that is mailed. We will not charge clients for postage on routine correspondence; however, the cost of large-volume mail, certified mail, or other additional mail services will be charged to the client.

Copies and Prints

Our standard rate for black and white copies and prints made by firm personnel is \$0.15 per page. Color copies and prints are charged at a standard rate of \$0.55 per page. These charges cover paper, equipment costs, and other supplies. If savings can be realized within the required time frame by sending copy jobs to subcontractors, the firm uses only qualified legal services copiers and the cost charged to the client is the same as the amount billed to the Firm.

Phone Charges

Only charges for conference calls or international calls are charged, and charges are billed at the same amount billed to the Firm by the outside provider.

Travel

Attorney and other timekeeper time spent traveling on behalf of a client is billed to the client. Hotel, meals, local transportation, and similar expenses are charged based on receipts and travel expense forms submitted by the attorney. Documentation is available to the client if requested.

Maps

Maps produced in conjunction with a project will be billed at \$50 for each 34 x 44-inch map and \$20 for each smaller map, plus cost (time fees) for preparation.

Other Expenses

Expenses incurred with outside providers in connection with the client's legal services will be paid by the client directly to the outside provider unless specifically arranged in advance. If the Firm agrees to pay outside providers, the cost charged to the client will be the same as the amount billed to the Firm. Examples of such charges include court reporter fees, filing fees, newspaper charges for publication notices, expert witness fees, consultants and other similar expenses.

EXHIBIT A – ATTORNEY RESUMES



Kevin D. Pagan

Of Counsel

McAllen Office

813 North Main Street
Suite 513
McAllen, Texas 78501

Phone: 956-205-0344
Fax: 956-683-9404
Email: kpagan@bickerstaff.com

Attorney Overview

Kevin Pagan focuses his practice on representing Texas municipalities in all types of issues faced by city governments and their elected officials and administrators.

Mr. Pagan has extensive experience in the area of municipal law. For nearly 15 years, he served as the City Attorney for the City of McAllen, where he oversaw the operations of the city's legal department, which included a team of municipal prosecutors and general counsel attorneys, legal personnel, and administrative staff. During this time, Mr. Pagan led the department in a wide range of matters including economic development, voting rights and elections, governance and compliance, and labor and employment matters among many others. He also worked as Deputy City Attorney and Assistant City Attorney for the City of McAllen, and Interim City Manager for the City of Mercedes.

In addition to his legal career, Mr. Pagan is a Major in the U.S. Air Force Auxiliary and part of the McAllen Composite Squadron Civil Air Patrol, where he serves as an aerospace education officer and a cadet orientation pilot.

Career Highlights

- Led the City of McAllen's transition from a third party "insured" risk system to a "self-insured" system, saving taxpayers some \$800,000 each year.
- Led the City of McAllen's collective bargaining teams, successfully negotiating more than a dozen collective bargaining agreements with the City's Fire and Police Associations.

Organizations & Involvement

- Texas City Attorneys Association, Board of Directors, 2017-present

Practice Areas

- Municipalities
- Water Districts
- Civil Service Commissions
- Open Government
- Collective Bargaining
- Non-Profits
- General Counsel Matters
- Employment & Labor
- Litigation

Education

- Southern Methodist University School of Law, J.D., 1986
- Arkansas State University, B.S., 1983
- Reformed Theological Seminary, Master of Arts in Religion, 2019

Admissions

- Supreme Court of Texas, 1986
- United States District Court for the Northern District of Texas
- United States Bankruptcy Court for the Southern District of Texas

- Stark College and Seminary, Board of Trustees Member and Executive Committee Member
- Baptist Temple Church, Chief Legal Officer/Chief Financial Officer
- Texas Aerospace and Aviation Advisory Committee, Former Member (appointed by Governor Rick Perry)
- Texas Department of Motor Vehicle's Board, Former Chairman, Vice-chairman, and Member (appointed by Governor's Rick Perry and George W. Bush)



Vanessa A. Gonzalez

PARTNER

AUSTIN OFFICE

3711 S. MoPac Expressway
Building One, Suite 300
Austin, Texas 78746

Phone: 512-472-8021
Fax: 512-320-5638
Email: vgonzalez@bickerstaff.com

Attorney Overview

Vanessa Gonzalez is Board Certified in Labor and Employment Law by the Texas Board of Legal Specialization and leads the Firm's employment litigation group. She defends employers in complaints filed with the EEOC, the TWC, the DOL, and in state and federal courts. Ms. Gonzalez's jury trial experience includes successful employment law verdicts in federal courts.

She also represents and provides consultation to institutions of higher education in employment law matters as well as matters related to Title IX, the Clery Act, the Public Information Act, and the Family Educational Rights and Privacy Act.

Representative Experience

Employment Law Counseling

- ◆ Ms. Gonzalez regularly counsels employers on personnel issues and compliance with state and federal employment laws. She also assists employers in the preparation and updating of their employee personnel manuals and employee documentation.
- ◆ Ms. Gonzalez counsels employers in the preparation and negotiation of employment agreements, including non-compete agreements, non-solicitation agreements, severance agreements, and independent contractor agreements. She also represents clients in contract disputes in state court and in audits by the Department of Labor.

Administrative Representation

- ◆ Ms. Gonzalez has represented numerous clients before the Equal Employment Opportunity Commission (EEOC), the Texas Workforce Commission (TWC), the former Texas Commission on Human Rights (TCHR), and the Austin Human Rights Commission.
- ◆ Ms. Gonzalez has represented restaurants, janitorial companies, and other small businesses in audits and investigations conducted by the Department of Labor.



Practice Areas

- ◆ Employment
- ◆ Civil Litigation
- ◆ Higher Education
- ◆ Open Government

Education

- ◆ University of Texas School of Law, J.D. 1995
- ◆ Texas A&M University, B.A., Speech Communication 1991

Admissions

- ◆ Supreme Court of Texas, 1995
- ◆ United States Court of Appeals for the Fifth Circuit
- ◆ United States District Courts for the Eastern, Northern, Southern, and Western Districts of Texas

Training and Investigations

- ◆ Ms. Gonzalez regularly speaks at conferences on employment law matters and provides training for employers, supervisors, and managers.
- ◆ Ms. Gonzalez is often selected as an outside investigator to investigate allegations of workplace misconduct. She has conducted investigations of police chiefs, city managers, elected officials, judges, CEO's, and managers. Ms. Gonzalez also advises employers when they conduct their own internal workplace investigations including consultation for institutions of higher education in their Title IX investigations.

Employment Law Litigation and Jury Trials

- ◆ Ms. Gonzalez recently defended a private institution of higher education in a disability discrimination lawsuit in federal court. The case was dismissed after Ms. Gonzalez filed a Motion to Dismiss for failure to state a claim.
- ◆ Ms. Gonzalez recently defended a community college in a section 1981 federal court lawsuit. The case was dismissed after Ms. Gonzalez filed a Motion for Judgment on the Pleadings.
- ◆ Ms. Gonzalez defended a Central Texas employer wrongfully accused of violating the Equal Pay Act. She successfully tried the case to a jury in federal court and the jury determined the employer did not violate the Act.
- ◆ Ms. Gonzalez defended a Central Texas employer with over 12,000 employees in a racial harassment lawsuit filed in state court by two plaintiffs. The matter was prepared for two separate jury trials but was then resolved before trial.
- ◆ Ms. Gonzalez defended an employer in a claim brought in federal court by a terminated employee under the Family and Medical Leave Act. Summary judgments were filed by both sides and the case was prepared for trial but was then resolved before trial.
- ◆ Ms. Gonzalez recently defended a private employer in a disability discrimination and failure to accommodate claim brought under the Texas Labor Code in state district court. The plaintiff claimed he was entitled to medical expenses and damages for injuries sustained after the employer allegedly failed to accommodate the plaintiff. The case was resolved shortly after Ms. Gonzalez filed a motion for summary judgement with the court.

Constitutional Law and Whistleblower Litigation and Jury Trials

- ◆ Ms. Gonzalez defended a Texas county and county commissioner in a First Amendment retaliation lawsuit filed in federal court. The terminated employee claimed he was terminated because of his political affiliation. Ms. Gonzalez' motion for summary judgment was granted by the court and the case was dismissed.
- ◆ Ms. Gonzalez defended a Texas county sheriff who was accused of terminating a chief deputy in violation of the chief deputy's freedom of speech and freedom in political association. Ms. Gonzalez successfully tried the case to a jury in federal court and the judgment was entered for the defense.
- ◆ Ms. Gonzalez defended a Texas county and county commissioner in a First and Fourteenth Amendment lawsuit filed by a former employee in federal court in Austin, Texas. The lawsuit involved a previous sexual harassment claim, and sensitive depositions were taken under a protective order from the court. The matter was resolved before trial.
- ◆ Ms. Gonzalez defended a First Amendment employment retaliation claim and a whistleblower claim in federal court in Houston, Texas. The jury awarded \$1,200 on the plaintiff's \$97,000 claim.

Higher Education and School Law

- ◆ Ms. Gonzalez represented a community college in a claim brought by a student under the Texas Human Resources Code, the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Ms. Gonzalez's plea to the jurisdiction was granted and the case was dismissed.
- ◆ Ms. Gonzalez recently defended a community college in a claim brought under Title II of the Americans with Disabilities Act for alleged restricted access due to architectural barriers present on the college campus.
- ◆ Ms. Gonzalez represented a school district sued by a contractor for breach of contract. Ms. Gonzalez drafted the motion for summary judgment which led to a prompt settlement of the case for a low amount favorable to the school district.

Organizations & Involvement

- ◆ Austin Bar Association – Member
- ◆ Austin Human Resources Management Association - Member
- ◆ Travis County Women Lawyers' Association - Member
- ◆ The Robert W. Calvert American Inn of Court - Member
- ◆ Communities in Schools - Board of Directors (2018 - present)
- ◆ Austin PBS - Board of Directors (2010-2016) (2017-present)
- ◆ Greater Austin Hispanic Chamber of Commerce - Former Board of Directors (2013-2017); Education Committee Chair, Developed the AISD High School Entrepreneurs Competition (2014-2018)
- ◆ Literacy Coalition of Central Texas - Former Board of Directors (2007-2013)
- ◆ Leadership Austin - Graduate, Essential Class of 2007
- ◆ Hispanic Bar Association of Austin - President (2004-2005); Education Outreach Committee Chair, Developed the Middle School Essay Competition (2004-2014)

Publications & Presentations

- ◆ Civil Rights Issues, 65th Annual V.G. Young School for County Commissioners Courts (February 2023)
- ◆ Employment Law Practices and the Pandemic, Texas Association of Community College Attorneys 2021 Virtual Conference (January 2021)
- ◆ Stump the Experts: A Legal Panel Discussion of FFCRA, COVID-19, and Return to Work Issues, Austin Human Resources Management Association Webinar (June 2020)
- ◆ Constitutional Employment Law Claims, TCAA Summer Conference (June 2019)
- ◆ Workplace Harassment After #MeToo Movement, Austin Human Resources Management Association (July 2018)
- ◆ Harassment Response and Investigations, Williamson County HR Management Association (May 2018)
- ◆ Employment Law Hot Topics, South Texas County Judges and Commissioners Association Conference (June 2017)
- ◆ Public Transparency v. Student Privacy: The Intersection of FERPA and Open Records in Colleges, Texas Association of Community College Attorneys Annual Conference (January 2017)
- ◆ Religion in the Workplace, V.G. Young Institute's School for Local Government HR Professionals (April 2016)
- ◆ Legal Risks: Terminating Employees, V.G. Young School for County Commissioners Courts (February 2016)



Joshua D. Katz

PARTNER

AUSTIN OFFICE

3711 S. MoPac Expressway,
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Austin, Texas 78746

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Fax: 512-320-5638
Email: jkatz@bickerstaff.com

Attorney Overview

Josh Katz practices in the areas of municipal law, environmental law, administrative law, water law, electric utility regulation, and civil litigation. He represents municipalities, river authorities, water districts, and private entities in these and related matters before state agencies and in state and federal courts.

Career Highlights

Prior to joining Bickerstaff Heath in 2010, Josh was an associate with a large Austin firm and an environmental and property law litigation boutique. He also researched and drafted publications and other documents while clerking at TCEQ and the Jones McClure Publishing Company, where he drafted and edited various *O'Connor's* legal publications.

Representative Experience

- Handled numerous environmental and property law litigation cases, including groundwater rights cases, title and easement disputes, and land use disputes
- Represented clients in contested case hearings before the Texas Commission on Environmental Quality (TCEQ) and Public Utility Commission (PUC), including electric and water utility rate cases and issues pertaining to municipal utility districts
- Drafted comments on behalf of clients in administrative rulemaking proceedings, and successfully litigated challenges of administrative rulemakings
- Participated in administrative proceedings regarding permitting and operations of municipal solid waste facilities, permitting of groundwater wells and surface water impoundments, eminent domain proceeding, electric utility transmission, generation and cost recovery, and water utility compliance and operations

Practice Areas

- Cities
- Civil Litigation
- Water Law
- Annexation & Land Use
- Environmental
- Voting Rights & Redistricting
- Groundwater Conservation Districts
- River Authorities & Water Districts

Education

- University of Houston Law Center, J.D., *cum laude*
—Chief Articles Editor, *Houston Journal of Health Law and Policy*, 2004-2005
—President, University of Houston Environmental and Energy Law Society, 2003-2004
- Rice University, B.A. -
Economics and English

Admissions

- Supreme Court of Texas, 2005
- United States District Court for the Western District of Texas, 2012; Southern District, 2013; Eastern District, 2013
- United States Court of Appeals for the Fifth Circuit, 2010

- Litigated breach of contract disputes and other civil litigation on behalf of public entity and private party clients
- Experienced in appellate law, having drafted successful appellate briefs in appeals of administrative decisions, groundwater litigation, land use and development litigation, and breach of contract cases
- Experienced in drafting and reviewing contracts and property rights transfer documents, including water and mineral rights transfers

Organizations & Involvement

- Member, State Bar of Texas (Environmental and Natural Resources Law Section and Administrative and Public Law Section); Member, Austin Bar Association (Administrative Law Section and Natural Resources, Environmental, and Water Law Section).
- Board of Directors Member – Austin Symphony BATS (Be At The Symphony); Treasurer, 2008-2010.

Publications, Papers, & Presentations

- *Walk Hard: The Walking Quorum Story*, Texas City Attorneys Association Summer Conference (June 2020).
- *Can I Sue Your City? Dealing with the Public and Pro Se Litigants*, 2016 Texas City Attorneys Association Summer Conference (June 2016).
- *Regulatory Takings: The Intersection of Takings and Property Rights*, 2014 Texas Water Law Institute (November 2014).
- *Case Update on Texas Farm Bureau v. TCEQ*, Austin Bar Association, Natural Resources, Environmental, and Water Law Section (May 2013).
- *Case Update on Texas Farm Bureau v. TCEQ*, Texas Water Conservation Association Annual Conference (March 2013).
- *Case Law and Litigation Update*, Co-Author, presented at CLE International Texas Water Law Conference (September 2009).



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: February 12, 2024
PRESENTED BY: Angie Vela, Finance Director
AGENDA ITEM: Acceptance of the December 2023 Tax Collection Report - Vela

NATURE OF REQUEST:

Acceptance of monthly property tax report for the month of December 2023.

The 2023 total adjusted tax levy for taxes was \$33,004,426.35 and the amount of the collections as of December 31, 2023 is \$14,167,846.84 which represents 42.93% of the total 2023 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,351,318.91 and the amount of collections as of December 31, 2023 is \$194,826.37 which represents 8.29% 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:
DECEMBER 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 2023/2024	COLLECTED 2022/2023
2023 TAX ROLL	32,462,336.25	14,167,846.84	-	542,090.10	18,836,579.51	42.93%	49.57%
2022 & PRIOR YRS	2,398,215.37	194,826.37	-	(46,896.46)	2,156,492.54	8.29%	5.96%
ROLLBACK	14,109.88	353.09	-	130.35	13,887.14	2.48%	16.39%
TOTALS	34,874,661.50	14,363,026.30	-	495,323.99	21,006,959.19		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF DECEMBER 2023

	CITY OF MISSION	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	12,528,306.16	542,090.10 CURRENT
CURRENT YEAR-P&I	-	
PRIOR YEARS-BASE TAX	16,152.95	(46,896.46) PRIOR
PRIOR YEARS-P&I	18,508.84	
ROLLBACK	-	- ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	11,329.47	- PURGED
TOTAL COLLECTIONS	12,574,297.42	495,193.64
LESS TRANSFERRED	11,231,686.29	
LESS IN TRANSIT	1,335,902.17	
LESS DUE TO HCAD COMM. FEE	8.96	
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 DECEMBER 2023 IS CORRECT.

Pablo (Paul) Villarreal Jr.

ASSESSOR-COLLECTOR OF TAXES FOR CITY OF MISSION, TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 19TH DAY OF JANUARY 2024 A.D.

Jose Edgar Jaramillo

NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
CITY OF MISSION TAXES COLLECTED FOR:
DECEMBER 2022**

COMPARATIVE RATE OF COLLECTIONS

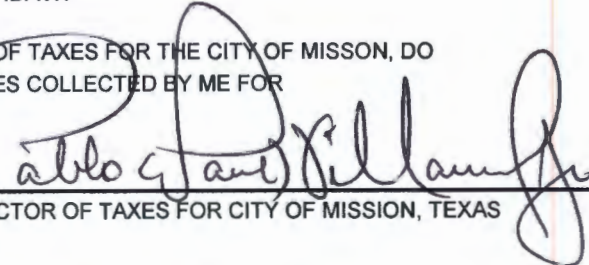
CITY OF MISSION CMS (32)	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2022/2023	COLLECTED 2021/2022
2022 TAX ROLL	28,910,952.02	14,470,957.81		280,323.78	14,720,317.99	49.57%	52.42%
2021 & PRIOR YRS ROLLBACK	2,417,440.91 2,677.08	142,436.96 438.67		(28,917.47) -	2,246,086.48 2,238.41	5.96% 16.39%	5.99% 36.73%
TOTALS	31,331,070.01	14,613,833.44	-	251,406.31	16,968,642.88		

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF DECEMBER 2022

	CITY OF MISSION	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	12,423,565.68	234.11 CURRENT
CURRENT YEAR-P&I	-	
PRIOR YEARS-BASE TAX	48,702.27	194.88 PRIOR
PRIOR YEARS-P&I	16,951.80	
ROLLBACK	438.67	- ROLLBACK
ROLLBACK P&I		
ATTORNEY FEES	8,601.20	- PURGED
TOTAL COLLECTIONS	12,498,259.62	428.99
LESS TRANSFERRED	10,112,909.42	
LESS IN TRANSIT	2,377,905.48	
LESS DUE TO HCAD COMM. FEE	106.72	
LESS DUE TO CO TREASURER	7,338.00	
BALANCE	-	

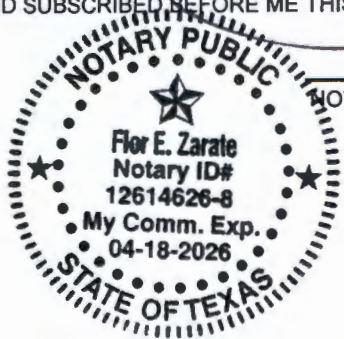
*****AFFIDAVIT*****

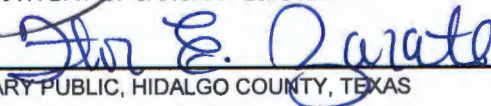
I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE CITY OF MISSION, DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF DECEMBER 2022 IS CORRECT.



 ASSESSOR-COLLECTOR OF TAXES FOR CITY OF MISSION, TEXAS

SWORN AND SUBSCRIBED BEFORE ME THIS 9TH DAY OF JANUARY 2023 A.D.





 NOTARY PUBLIC, HIDALGO COUNTY, TEXAS

City of Mission, Texas
Summary of Current Levy Tax Collections
As of December 31, 2023

2023 Tax Levy

	<u>M&O</u>	<u>I&S</u>	<u>Total</u>
Original	\$ 27,656,975.25	\$ 4,805,361.00	\$ 32,462,336.25
Adjustments	461,845.15	80,244.95	542,090.10
Adjusted Levy	<u>\$ 28,118,820.40</u>	<u>\$ 4,885,605.95</u>	<u>\$ 33,004,426.35</u>
Collections as of December 2023	<u>\$ 12,070,598.01</u>	<u>\$ 2,097,248.83</u>	<u>\$ 14,167,846.84</u>
Outstanding as of December 2023	<u>\$ 16,048,222.39</u>	<u>\$ 2,788,357.12</u>	<u>\$ 18,836,579.51</u>
Percentage of 2023 Levy Collected as of December 2023	42.93%	42.93%	42.93%

City of Mission, Texas

Summary of Delinquent Levy Tax Collections

As of December 30, 2023

2023 Tax Levy

	M&O	I&S	Total
Original	\$ 1,992,929.59	\$ 405,285.78	\$ 2,398,215.37
Adjustments	(39,777.04)	(7,119.42)	(46,896.46)
Adjusted Levy	<u>\$ 1,953,152.55</u>	<u>\$ 398,166.36</u>	<u>\$ 2,351,318.91</u>
Collections as of December 2023	<u>\$ 164,752.82</u>	<u>\$ 30,073.55</u>	<u>\$ 194,826.37</u>
Outstanding as of December 2023	<u>\$ 1,788,399.73</u>	<u>\$ 368,092.81</u>	<u>\$ 2,156,492.54</u>
Percentage of 2023 Levy Collected as of December 2023	8.44%	7.55%	8.29%

Delinquent Tax Levy Breakdown

Year	Beg O/S	Adjustments	Paid	Ending O/S
2022	780,511.56	(27,638.76)	(112,962.71)	639,910.09
2021	329,484.88	(2,393.13)	(40,030.95)	287,060.80
2020	206,287.95	(15,370.63)	(2,762.43)	188,154.89
2019	162,056.20	(354.29)	(13,244.40)	148,457.51
2018	115,264.56	(24.31)	(8,302.68)	106,937.57
2017	90,066.99	(340.05)	(5,062.80)	84,664.14
2016	82,152.48	(122.91)	(3,719.29)	78,310.28
2015	71,802.84	(350.73)	(1,718.92)	69,733.19
2014	62,042.60	(219.10)	(1,011.02)	60,812.48
2013	54,131.18	(82.55)	(910.31)	53,138.32
2012	49,778.98	-	(754.69)	49,024.29
2011	47,725.56	-	(713.07)	47,012.49
2010	51,136.66	-	(1,386.65)	49,750.01
2009	46,178.50	-	(819.08)	45,359.42
2008	44,800.21	-	(495.21)	44,305.00
2007	34,212.77	-	(448.63)	33,764.14
2006	27,409.21	-	(483.53)	26,925.68
2005	23,815.19	-	-	23,815.19
2004	22,399.16	-	-	22,399.16
2003	15,657.81	-	-	15,657.81
2002	81,300.08	-	-	81,300.08
	2,398,215.37	(46,896.46)	(194,826.37)	2,156,492.54

**City of Mission, Texas
Combined Property Tax Reconciliation - Receivable Accounts
FY 2023-24**

Item 43.

As of September 30, 2024

	01/08-10900 Current Property Tax Receivable	01/08-11000 Delinquent Property Tax Receivable	combined Rollback Tax Receivable	Outstanding Taxes Prior to Allowance	01/08-11100 Allowance for Uncollectable Property tax	01/08-21900 Outstanding Taxes After Allowance	Deferred Property Tax Revenue	Difference
Beginning Balance	-	2,398,215.37	14,109.88	2,412,325.25	1,051,274.01	1,361,051.24	1,284,291.37	76,759.88
Auditors Adjustments	-	-	-	-	-	-	-	-
Adjusted Beginning Balance	-	2,398,215.37	14,109.88	2,412,325.25	1,051,274.01	1,361,051.24	1,284,291.37	76,759.88
Plus Levy	32,462,336.25	-	-	32,462,336.25	-	32,462,336.25	32,462,336.25	-
Plus Rollback taxes	-	-	130.35	130.35	-	130.35	130.35	-
Less Collections	(14,167,846.84)	(194,826.37)	(353.09)	(14,363,026.30)	-	(14,363,026.30)	(14,363,026.30)	-
Less Special Inventory	-	-	-	-	-	-	-	-
Adjustments to tax roll	542,090.10	(46,896.46)	-	495,193.64	-	495,193.64	495,193.64	-
Ending Balance	<u>18,836,579.51</u>	<u>2,156,492.54</u>	<u>13,887.14</u>	<u>21,006,959.19</u>	<u>1,051,274.01</u>	<u>19,955,685.18</u>	<u>19,878,925.31</u>	<u>76,759.88</u>
Adjustments to allowance	-	-	-	-	-	-	0.00	-
Adjusted Ending Balance	<u>18,836,579.51</u>	<u>2,156,492.54</u>	<u>13,887.14</u>	<u>21,006,959.19</u>	<u>1,051,274.01</u>	<u>19,955,685.18</u>	<u>19,878,925.31</u>	<u>76,759.88</u>
Accrual for September (prior yr)	-	-	-	-	-	-	52,681.16	(52,681.16)
Posted to G/L at 9/30 (Oct 2024)	-	-	-	-	-	-	-	-
Propose audit adj.	-	-	-	-	-	-	-	-
Reconciled to Tax Office Report	<u>18,836,579.51</u>	<u>2,156,492.54</u>	<u>13,887.14</u>	<u>21,006,959.19</u>	<u>1,051,274.01</u>	<u>19,955,685.18</u>	<u>19,931,606.47</u>	<u>24,078.72</u>
							19,931,606.47	

	01/08-10900	01/08-11000		
COLLECTIONS AGAINST RECEIVABLE				
collections up to 9/30/23	14,167,846.84	194,826.37	14,362,673.21	0.4293
reverse prior year accrual	-	-	-	% collection
rollback taxes	-	353.09	353.09	
motor vehicle taxes	-	-	-	
accrual for Sept-coll in Oct	-	-	-	
Total Collections	<u>14,167,846.84</u>	<u>195,179.46</u>	<u>14,363,026.30</u>	0.4358
RECONCILIATION of RECEIVABLES				
Adjusted balance 9/30/23	-	2,412,325.25	2,412,325.25	
Levy	32,462,336.25	-	32,462,336.25	
adjustments to tax roll	542,090.10	(46,896.46)	495,193.64	
Roll back taxes	-	130.35	130.35	
Total tax collections	<u>(14,167,846.84)</u>	<u>(195,179.46)</u>	<u>(14,363,026.30)</u>	
Total outstanding taxes 9/30/24	<u>18,836,579.51</u>	<u>2,170,379.68</u>	<u>21,006,959.19</u>	

	01/08-300-31000	01/08-300-31200		
COLLECTIONS -REVENUE ACCOUNTS				
collections up to 9/30/23	14,167,846.84	194,826.37	14,362,673.21	
reverse prior year accrual	-	(52,681.16)	(52,681.16)	
rollback taxes	-	353.09	353.09	
motor vehicle taxes	-	-	-	
accrual for Sept-coll in Oct	-	-	-	
Total Collections	<u>14,167,846.84</u>	<u>142,498.30</u>	<u>14,310,345.14</u>	county of hidalgo
	-	-	-	october collections
	14,167,846.84	142,498.30	14,310,345.14	G/L at 9/30/24
	-	-	-	audit adj.
	<u>14,167,846.84</u>	<u>142,498.30</u>	<u>14,310,345.14</u>	adjusted total

RECONCILIATION:			
rollback tax receivables	11,762.33	-	11,762.33
O/S taxes w/out rollback	<u>18,824,817.18</u>	<u>2,170,379.68</u>	<u>20,995,196.86</u>
Total outstanding taxes 9/30/24	<u>18,836,579.51</u>	<u>2,170,379.68</u>	<u>21,006,959.19</u>

**CITY OF MISSION, TEXAS
COMBINED PROPERTY TAX COLLECTIONS, FY 23-24**

Item 43.

MONTH	CURRENT YEAR TAXES			PRIOR YEAR TAXES				TOTAL TAX COLLECTIONS	P & I		COSTS COLLECTED 01-21880	LESS COMMISS. 01-417-34499	Rendition Penalties 01-300-36150	TOTAL COLLECTIONS
	General 01/08-300-31000	I & S	Rollback taxes	General 01/08-300-31200	I & S	Rollback taxes	prior yr accrual		General 01/08-300-31300	I & S				
October	46,515.89	8,082.08	-	-	-	353.09	95,943.78	150,894.84	26,603.58	5,026.47	17,873.59	6,700.00	41.09	193,657.39
November	1,350,325.48	234,617.23	-	69,900.37	12,829.27	-	-	1,667,672.35	27,391.76	5,535.16	16,179.63	6,700.00	77.70	1,710,001.20
December	10,673,756.64	1,854,549.52	-	13,619.42	2,533.53	-	-	12,544,459.11	15,512.51	2,996.33	11,329.47	6,700.00	8.96	12,567,588.46
January	-	-	-	-	-	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Collections	12,070,598.01	2,097,248.83	-	83,519.79	15,362.80	353.09	95,943.78	14,363,026.30	69,507.85	13,557.96	45,382.69	20,100.00	127.75	14,471,247.05
VEHICLES	-	-	-	-	-	-	-	-	-	-	-	-	-	-
total coll tax office	12,070,598.01	2,097,248.83	-	83,519.79	15,362.80	353.09	95,943.78	14,363,026.30	69,507.85	13,557.96	45,382.69	20,100.00	127.75	14,471,247.05
Less revenue recognized in prior FY								-						
Total curr yr rev	12,070,598.01	2,097,248.83	-	83,519.79	15,362.80	353.09	95,943.78	14,363,026.30						

**TAX COLLECTIONS
FOR THE MONTH OF DECEMBER, 2023**

01-10900 01-11000 01-10900 01-21900 08-10900 08-11000 08-10900 08-21900

DATE	M&O				I&S				Total Tax Collections	P & I		Attorney Fees	Less Commission	Rendition Penalty	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		General 01-300-31300	I & S 08-300-31300				
12/01/23	30,014.39	318.44		30,332.83	5,214.95	54.91		5,269.86	35,602.69	111.58	21.33	74.44	6,700.00		29,110.04
12/04/23	118,166.83	1,079.71		119,246.54	20,531.20	222.61		20,753.81	140,000.35	448.00	95.04	238.23			140,781.62
12/05/23	140,385.46	986.27		141,371.73	24,391.79	194.37		24,586.16	165,957.89	296.40	59.86	203.85			166,518.00
12/06/23	111,197.03	540.62		111,737.65	19,320.14	97.80		19,417.94	131,155.59	199.19	37.97	131.32			131,524.07
12/07/23	105,328.66	9,292.64		114,621.30	18,300.73	1,769.22		20,069.95	134,691.25	2,301.70	468.48	1,627.72			139,089.15
12/08/23	172,501.54	3,239.22		175,740.76	29,971.99	563.88		30,535.87	206,276.63	1,027.19	194.17	737.09			208,235.08
12/09/23	(1,955.51)	(21,225.16)		(23,180.67)	(339.78)	(3,657.90)		(3,997.68)	(27,178.35)	(840.55)	(138.03)	-			(28,156.93)
12/10/23	(187.20)	(17,771.32)		(17,958.52)	(32.53)	(3,345.73)		(3,378.26)	(21,336.78)	-	-	-			(21,336.78)
12/11/23	114,395.20	438.44		114,833.64	19,875.97	84.57		19,960.54	134,794.18	419.16	69.34	210.27			135,492.95
12/12/23	301,689.44	6,000.33		307,689.77	52,418.17	1,007.52		53,425.69	361,115.46	1,431.46	246.66	1,155.98			363,949.56
12/13/23	120,945.69	1,331.99		122,277.68	21,014.12	201.01		21,215.13	143,492.81	213.85	28.28	266.26			144,001.20
12/14/23	167,704.39	3,586.54		171,290.93	29,138.47	682.77		29,821.24	201,112.17	1,520.70	304.50	819.41			203,756.78
12/15/23	86,731.26	3,764.43		90,495.69	15,069.40	697.58		15,766.98	106,262.67	1,233.10	240.87	938.58			108,675.22
12/18/23	7,590,384.80	2,346.42		7,592,731.22	1,318,818.57	449.34		1,319,267.91	8,911,999.13	809.26	161.54	527.85			8,913,497.78
12/19/23	169,068.64	3,702.04		172,770.68	29,375.27	617.64		29,992.91	202,763.59	901.47	153.25	793.28			204,611.59
12/20/23	213,501.43	164.46		213,665.89	37,095.56	29.04		37,124.60	250,790.49	52.62	10.37	19.68			250,873.16
12/21/23	119,058.79	915.31		119,974.10	20,686.30	154.18		20,840.48	140,814.58	154.67	28.61	65.94			141,063.80
12/22/23	110,872.74	1,807.30		112,680.04	19,264.02	317.67		19,581.69	132,261.73	468.79	84.51	401.74			133,216.77
12/27/23	279,497.04	1,229.55		280,726.59	48,562.17	212.65		48,774.82	329,501.41	328.45	58.63	255.02			330,143.51
12/28/23	724,456.02	11,872.19		736,328.21	125,873.01	2,180.40		128,053.41	864,381.62	4,435.47	870.95	2,862.81		8.96	872,541.89
Total	10,673,756.64	13,619.42	-	10,687,376.06	1,854,549.52	2,533.53	-	1,857,083.05	12,544,459.11	15,512.51	2,996.33	11,329.47	6,700.00	8.96	12,567,588.46
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
To rec'd	10,673,756.64	13,619.42	-	10,687,376.06	1,854,549.52	2,533.53	-	1,857,083.05	12,544,459.11	15,512.51	2,996.33	11,329.47	6,700.00	8.96	12,567,588.46

O/S **1,335,902.17**