



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, January 13, 2025 at 3:00 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, January 13, 2025 03:00 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

1. Proclamation - Texas Citrus Fiesta Boots & Blossoms - Tijerina
2. October Employee of the Month - Munguia
3. November Employee of the Month - Munguia
4. Presentation of Delinquent Tax Collection Report for the period of October 01, 2023 through September 30, 2024 presented by Linebarger Goggan Blair & Sampson, LLP - Kelly Rivera Salazar
5. Presentation by Paws Fur Help, Inc. Spay and Neuter Initiative - Dendea Balli
6. Report from Mission Economic Development Corporation - Teclo Garcia
7. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
8. Departmental Reports – Perez
9. Citizen's Participation – Garza

PUBLIC HEARING**PLANNING & ZONING RECOMMENDATIONS**

10. Rezoning: A tract containing 39.88 acres of land being part or portion of Lot 26-11, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family Residential, J.S. Kawamoto, LLC, and Adoption of Ordinance#_____ - De Luna
11. Rezoning: A tract containing 9.99 acres of land, being part or portion of Lot 26-10, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family Residential, J.S. Kawamoto, LLC, and Adoption of Ordinance#_____ - De Luna
12. Conditional Use Permit: Eliz Event Center, 2407 Brock Street, Suite C, Lot 9, Shary Business Center (aka Shary Business Center Condos Unit 17), C-3, Elizabeth Gonzalez, Adoption of Ordinance #_____ - De Luna
13. Conditional Use Permit Renewal: To Keep a Portable Building for Office Use, 302 S. Taylor Road, Being a 0.102 of one acre tract of land out of a tract of land adjacent to Lot 176 & 186, John H. Shary Subdivision, C-3, Best Assets, LLC (c/o Ryan Stauffer) 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

14. Approval of Minutes – Carrillo
Regular Meeting – December 16, 2024
15. Acknowledge Receipt of Minutes – Perez
Citizen's Advisory Committee – November 19, 2024
Youth Advocacy Advisory Board – November 19, 2024
Boys & Girls Club Board of Directors – November 19, 2024
Civil Service Commission – November 25, 2024
Mission Redevelopment Authority – October 22, November 21, 2024
Mission Tax Increment Reinvestment Zone – October 22, November 21, 2024
Mission Economic Development Corporation – October 30, November 13, 2024
Mission Economic Development Authority – October 30, 2024
16. Approval of Resolution No._____ authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the Texas Citrus Fiesta Parade on Saturday, January 25, 2025 - Torres

17. Authorization to award contract for Security Guard Services to MLG Protection Services – Torres
18. Authorization to reject and resolicit proposals for the Construction of a Water Well at Shary Municipal Golf Course - Fernuik
19. Approval of request by State Representative Sergio Munoz, Jr. for District Office Lease Contract at 121 East Tom Landry - Carrillo
20. Approval of Ordinance # _____ granting a wet designation for 301 N. Shary Road, Ste. 240, El Itacate - Carrillo
21. Authorization to Award Bid for Utility Bill Printing and Mailing Services for the City of Mission - Garcia
22. Authorize modification to the Personal Services Contract with Decibel Communications for services related to the 2025 City of Mission State of the City Address, to update the payment schedule and adjust the completion date for the scope of services due to change in the event date – K. Gomez
23. Authorization to solicit RFP pertaining to the FY25 E-Rate Program Administered by the Universal Service Administrative Co. for Information Technology services. - Elizalde
24. Authorization to submit a grant application requesting \$500 through the FY25 Youth Garden Grant program with the KidsGardening Foundation - Elizalde
25. Approval of Resolution No. _____ authorizing the submission of a grant application for the FY24 Operation Stonegarden program with the Texas Office of the Governor in the amount of \$320,000 - Elizalde
26. Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY26 Body Worn Camera Program to the Office of the Governor in the amount of \$37,500 with a 25% cash match – Elizalde
27. Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY26 Rifle-Resistant Body Armor Grant Program to the Office of the Governor (OOG) in the amount of \$71,000.00. - Elizalde
28. Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY26 Project Safe Neighborhood Grant Program to the Office of the Governor (OOG) in the amount of \$250,000 - Elizalde
29. Authorization to solicit bids for Sanitary Sewer Trunkline Project from Glasscock Road to Bryan Road - Terrazas

APPROVALS AND AUTHORIZATIONS

30. Approval of recommendation for website design and style – K. Gomez
31. Authorize 60-month lease of SendPro MailCenter 2000 Postage Meter from Pitney Bowes via Buy Board Contract #775-24 - Carrillo
32. Authorization to engage M2 Engineering, PLLC for the design of 22nd Street Expansion Project and authorize City Manager to execute contract incident thereto - Terrazas

- [33.](#) Authorization to extend Second & Final One-Year renewal for On-Call Geotechnical and Material Testing Services to Millenium Engineers Group, Inc. - Terrazas
- [34.](#) Approval of a budget amendment in the amount of \$14,000 from Hotel Motel Tax for the Texas Citrus Fiesta 2025 Coronation Event, and budget amendment in the amount of \$29,566 from the General Fund for salary and benefits for the Events Aide Position – Tijerina
- [35.](#) Authorization to purchase replacement UPS Batteries from Telepro Communications at a cost of \$37,052.09, utilizing TIPS #230105 contract - Torres
- [36.](#) Approval of Ordinance # _____ establishing a Rolling Stock Equipment Fund for the Mission Fire Department - Roman
- [37.](#) Authorization to Purchase Structural Firefighting Protective Gear and Fire Extinguisher Training Prop from NAFECO for a total cost of \$58,707.24 via Buy Board Contract #698-23 - Silva
- [38.](#) Approval of an Amendment to Interlocal Agreement Between the County of Hidalgo, Texas, and the City of Mission for the establishment of an Emergency Services Paramedic Program partially funded by Hidalgo County American Rescue Plan Act (ARPA) Recovery Funds - Silva
- [39.](#) Authorization to enter into an Interlocal Agreement between the City of Mission and Agua Special Utility District (Agua SUD) regarding sewer service to the customer (aka La Mansion Health Clinic Subdivision) – De Luna
- [40.](#) Authorization to accept grant award from the Office of the Governor for the Project Safe Neighborhood Program in the amount of \$49,680.00 - Elizalde
- [41.](#) Authorization to accept grant award from the Office of the Governor for the FY25 Rifle Resistant Body Armor Grant Program in the amount of \$47,325.00 with respective budget amendment - Elizalde
- [42.](#) Discussion and consideration on proposal to change the regular start time of City Council Meetings from 4:30 p.m. to 3:30 p.m. with public hearings to be held at 4:30 p.m. - Perez
- [43.](#) Approval of Resolution # _____ declaring expectation to reimburse expenditures with proceeds of future debt - Perez
- [44.](#) Approval of Resolution # _____ authorizing various actions to prepare for the issuance of the City of Mission, Texas Tax Notes, Series 2025: and containing other matters relating thereto - Perez

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments

City Council Comments

Mayor's Comments

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters)
Evaluation of City Manager relating to goals and objectives
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney)
related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause
No. C-5276-23-D.
3. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney),
Section 551.072 (Real Property) related to 523 Dunlap, Mission Original Townsite
Subdivision, Block 93 the North 8 feet of Lot 11 and all of Lot 12 and 919 Rankin Street,
Carlos G. Leal Subdivision, Lot 19, Block 6
4. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney),
Section 551.072 (Real Property) related to transferring of real estate contract from the City of
Mission to the Mission Education Development Council for project ABC.
5. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney)
and 551.072 (Deliberation Regarding Real Property), relating to 2.332 acres of land situated in
Hidalgo County Texas, and being out of a canal right of way located between Lots 216 and
226 - John H. Shary Subdivision.
6. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney)
related to collection of past due utility bills.
7. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney)
related to Community Development Block Grant Home located at 1313 E. 2nd Street and
related issues.

RECONVENE

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

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

I, the undersigned City Secretary do certify that the above notice of meeting was posted on the
bulletin board of City Hall, 1201 E. 8th Street, Mission, Texas on this the 10th day of January,
2025 at 2:00 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **13th day of January, 2025** the City Council of the City of Mission will hold a regular meeting at 3:00 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **10th day of January, 2025** 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 2:00 p.m. on said date.



Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, Texas Citrus Fiesta was founded in Mission in December 1932. They saw the celebration as spreading the word about the bountiful winter harvest of grapefruits and oranges from the lush, subtropical Rio Grande Valley. This became a tradition of “royalty,” with a citrus industry leader chosen as king and a queen chosen from Rio Grande Valley “duchesses,” each representing a community and its product or industry; and

WHEREAS, the theme of the first fiesta, held outdoors against the background of citrus-bearing trees, was “Coronation and Pageant of Citrus.” John H. Shary considered the father of the Texas citrus industry, reigned over the one-day celebration. It started with a half-hour concert and ended with the coronation of King Citrus and Queen Citrianna; and

WHEREAS, this became a tradition of “royalty,” with a citrus industry leader chosen as king and a queen chosen from Rio Grande Valley “duchesses,” each representing a community and its product or industry; and

NOW THEREFORE, we, the City Council of the City of Mission, Texas, do hereby recognize and proclaim the month of January as:

Texas Citrus Fiesta Month

with this year’s theme “Boots & Blossoms” and invites the community to the Texas Citrus Fiesta Celebrations starting with the Texas Citrus Fiesta Product Costume Style Show on Tuesday, January 21st, Coronation on Thursday, January 23 and Texas Citrus Fiesta Parade of Oranges Saturday, January 25th.

PROCLAIMED on this the 13th day of January 2025.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Gerlach, Councilwoman

Alberto Vela, Councilman



CITY OF
MISSION

DELINQUENT TAX COLLECTION REPORT JANUARY 13, 2025



LINEBARGER
ATTORNEYS AT LAW

LINEBARGER GOGGAN BLAIR & SAMPSON, LLP

ATTORNEYS AT LAW

Item 4.

1512 S. Lone Star Way ★ Edinburg, Texas 78539
Tel: (956) 383-4500 Fax: (956) 383-7820

January 13, 2025

Honorable Norie Gonzalez Garza, Mayor
Honorable Ruben Plata, Mayor Pro Tem / Councilmember Place 2
Honorable Jessica Ortega, Councilmember Place 1
Honorable Marissa Ortega Gerlach, Councilmember Place 3
Honorable Jose Alberto Vela, PharmD, Councilmember Place 4
City of Mission
1201 E. 8th Street,
Mission, Texas 78572

RE: Delinquent Tax Collections for the period of October 01, 2023 – September 30, 2024

Dear Mayor Garza and City Commission:

The attached report highlights our delinquent ad valorem tax collection program on behalf of the City of Mission for the 2023 – 2024 period. As noted herein, our collection results continue to be successful for the City.

Please know that we truly appreciate the opportunity to represent the City of Mission on all delinquent ad valorem tax matters. As always, we will continue to provide the most-experienced and dedicated ad valorem attorneys, which deliver the highest quality representation and consistent results. We remain available to address any questions/concerns you may have at your convenience.

Sincerely,



Kelly R. Salazar
Capital Partner

Our delinquent tax collection program for the City of Mission continues to emphasize two basic premises: to work with individual taxpayers to collect taxes owed to the City and to only use the tool of litigation as a final option. We listen and continually adapt to your changing needs to ensure that we are providing the best possible service and deliver customized collection programs that yield the best possible results. The following information is an overview of our collections efforts during this reporting period.



MAILINGS

Our extensive mailing program is designed to advise people who have not paid their delinquent taxes to the City of Mission. During the course of this reporting period, we sent delinquent notices, with varying degrees of intensity to every delinquent taxpayer. The intensity of the notice varies on factors such as: time of year, type of property and the particular needs of the jurisdiction.

8 Demand Mailings – 8,785 Statements Mailed



CONTACTS

Our comprehensive collection services provide a wide scope of exceptional assistance to the City of Mission and its taxpayers. Equipped with multi-skilled representatives, we create and manage flexible payment plans for taxpayers experiencing any financial hardship.

4,446 PHONE CALLS	190 ON-SITE VISITS
65 PAYMENT AGREEMENTS	257 PAY OFF REQUESTS



LITIGATION

Filing a lawsuit to collect delinquent taxes is used as a final resort; only after diligent efforts to contact and work with taxpayers have been fully exhausted. Once the decision to file suit has been made, a complete property title search is conducted, the property is physically identified and all interested parties, including all lien holders, are also identified and served with notice of the lawsuit.

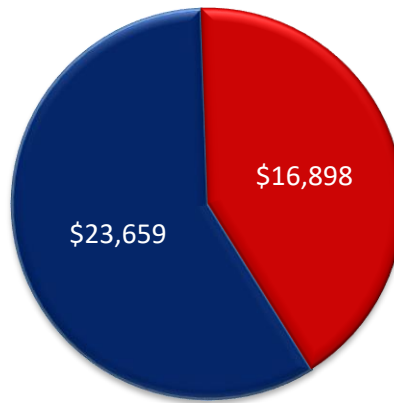
Litigation Activity	Cases	Base, Penalty and Interest
• Lawsuits Filed	111	\$286,404
• Lawsuits Disposed	57	\$103,601
• Judgments Taken	47	\$61,677
• Pending Litigation as of 01/2025	190	\$495,035

TAX SALES/RESALES

Our office regularly monitors all judgments we take on behalf of the City of Mission. During this reporting period, six (6) tax sales were conducted, placing a total of eight (8) properties for sale.

■ Sold (6)

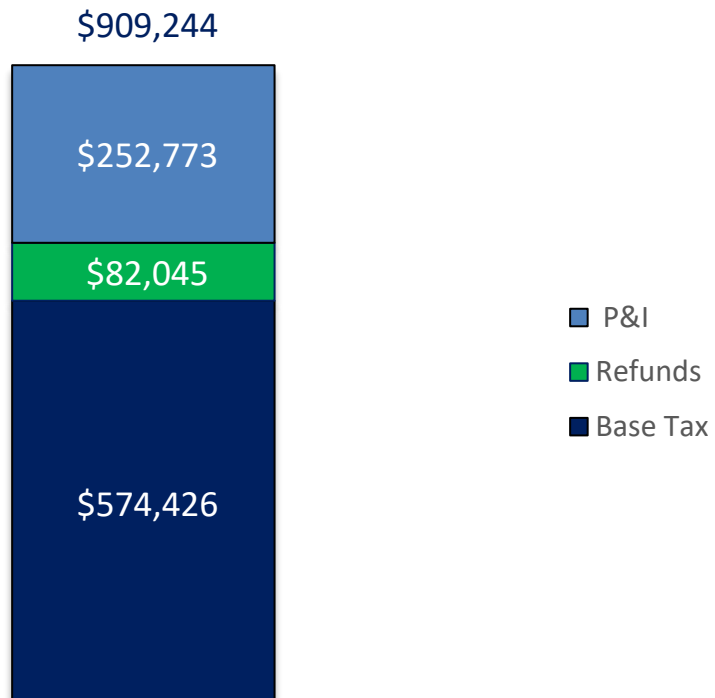
■ Pulled - Paid In Full (2)



LIENS

Our firm collected \$28,087 in mowing liens as a courtesy for the City of Mission.

COLLECTIONS



October 2023 September 2024
DTR: \$2,398,215

Source: Hidalgo County Tax Office Reports

FUTURE OVERVIEW

Our office is committed to making necessary adjustments to our collection procedures and methods to best advocate for the City of Mission. We will continue to offer firm yet flexible payment options for taxpayers experiencing financial hardship.

Review of Pending Judgments and the Filing of Additional Lawsuits

During the remainder of the fiscal year, we will continue to work pending lawsuits for full payment or payment agreements. We will also continue researching the delinquent tax roll for possible new lawsuits; both real and personal property accounts.

Continued Monitoring of Bankruptcy Accounts

As a continuation of our standard operating practice, we will actively monitor and verify accounts in bankruptcy for the payment of taxes, penalties, and interest owed to the City.

Mailing Program

We continue to contact your taxpayers through mail correspondence for the remainder of the fiscal year. In addition to our scheduled mailings, we have implemented a compassionate letter program directed to taxpayers who are otherwise non-responsive to phone calls. These compassionate letters inform the delinquent taxpayer of options available for payment during this difficult period.

Scheduling of Property Sales

As properties are taken to judgment, they will be reviewed and checked for payment. Those judgments with no taxpayer response will be further reviewed and scheduled for possible tax sale.

Execution of the work plan established for the City of Mission will include the constant monitoring of collection figures in order to adjust resources and enforce the collection of delinquent taxes. Our collection efforts will also include prosecuting pending suits to conclusion, mailing monthly letters, and filing new suits in order to maximize the collection of taxes. We will continue to work closely with you and your administrative staff to provide assistance and advice on all property tax matters, including changes in the law brought about by amendments to the Texas Property Tax Code.



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:

Media – November 2024
Information Technology – December 2024
RGV State Veterans Cemetery – December 2024
CDBG – November 2024
Grants – December 2024
Municipal Court – November 2024
Civil Service – December 2024
311 – December 2024
City Secretary – December 2024

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Media Relations- Departmental Report/November 2024

Kenia

- Created daily content on the City of Mission's social media platforms and PEG channel- Facebook, Instagram, Twitter, and YouTube
- Created graphics for all social media platforms
- Wrote script and produced video for the October 28, 2024 Council Meeting Recap video
- Produced a video highlighting the upcoming Texas Citrus Fiesta events and the current Royal Court
- Produced video to promote the Annual Mission Community Health Fair
- Produced a video with the Mayor to congratulate the LRGV Police Academy graduating class
- Produced promo video for all the Veterans Day festivities
- Took photos at the Veterans Day Flag Laying Ceremony on November 11, 2024
- Live video during the 6th Annual Veterans Parade to invite the community
- Produced video for the Halloween event recap
- Conducted interviews for a recap video of the Veterans Day events
- Coordinated interviews with city staff to keep residents informed on projects, programs, and events
- Wrote talking points and welcome remarks for the Mayor for city events
- Conducted various interviews with media outlets to promote programs, events, and to keep the community informed
- Served as MC for various city events
- Wrote all media advisories/press releases, including:
 - Media advisory on controlled burn training by the Mission Fire Department
 - 6th Annual Veterans Day Parade and all festivities
 - Dia de los Muertos event
 - Turkey giveaway event
- Coordinated footage, photos, and press events for City of Mission and police department events

Alex

- Covered City Council Meetings, Special Meetings, and city-sponsored events with video and still photos
- Edited the turkey distribution video for social media, posted on Nov. 28th
- Recorded video at the Mayor's Lighting of the Tree event
- Recorded video for the turkey distribution to Mission families
- Recorded and edited video of Mayor congratulating the LRGV Police Academy Class #226
- Took video at the Mission Fire Department's controlled fire burn training
- Took video at CDBG's Welcome Home event
- Edited the Council Meeting Recap video for the October 28, 2024 council meeting
- Took video at all the Veterans Day festivities (parade, BBQ plates distribution, festival)
- Live stream of the 6th Annual Veterans Parade on Facebook, YouTube, and Missiontexas.us and Spectrum channel 1300
- Took video at the employee Veterans Appreciation Luncheon at the Mission Event Center
- Managed the city's official website and updated information when needed
- Responsible for purchasing procedures
- Produced several graphics for all social media platforms
- Responsible for audio and video production for council meetings and continuing improvements to Master Control and PEG channel

Humberto

- Photo coverage of multiple city events, including...
 - Took photos for the weekly "Pet of the Week" segment
 - Took photos at a check presentation at the Mission PD
 - Took photos at Mission PD of donations received for the turkey distribution event
 - Took photos at the Mayor's Christmas Tree Lighting, posted on November 22nd
 - Took photos for the turkey delivery event for Mission families, posted on November 22nd
 - Took photos of water leak to advise residents about the issue
 - Took photos at the LRGV Police Academy Class #226 graduation ceremony

- Took photos at Mission Fire Department's controlled fire burn training
- Took photos for CDBG's Welcome Home event
- Took photos at Mayor's visit at O'Grady Elementary School
- Took photos at all Veterans Day festivities
- Took photos at the employee Veterans Appreciation Luncheon at the Mission Event Center
- Took photos at the UTRGV School of Nursing Health Fair attended by the council and the Mission Police Dept.
- Translated graphics, documents, and multiple posts for the City of Mission social media platforms to Spanish
- Conducted interviews with staff and residents in Spanish to be utilized for videos
- Photos for video creation, city proclamations, social media posts, and the City of Mission website

Ruben

- Created flyer for the Adopt-a-Grandparent event
- Created flyer for the Thanksgiving Holiday hours for city offices
- Created flyer for the Turkey Drive Thru Distribution
- Created flyer for the Mayor's Annual Christmas Tree Lighting
- Created flyer for the Kops 4 Kids Toy Drive
- Created flyer/PSA for the Mission Fire Department's controlled burn training
- Recorded and edited videos in English and Spanish of the recap of the Mayor's Lighting of the Tree event
- Recorded and edited video highlighting the upcoming events and the Royal Court for the Texas Citrus Fiesta
- Recorded video for the turkey delivery to families in Mission
- Recorded and edited video for the Annual Mission Community Health Fair
- Took photos at the Bulky Item Drop-off event held by the Sanitation Dept.
- Took photos and video at the museum's Día de los Muertos events
- Took video at the Mission Fire Department's controlled fire burn training
- Took video at CDBG's Welcome Home event
- Took video at all the Veterans Day festivities
- Edited recap video of the Halloween event
- Took video at the employee Veterans Appreciation Luncheon at the Mission Event Center
- Took photos at the Texas Citrus Fiesta Tea Party



Information Technology

Departmental Report December 2024

Information Technology Department Overview

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

Equip new and existing units with new Technology

Equip units with in new in car video system, and tablet. In Progress about 99 % complete.

Multifactor Authentication

Purchase and configure Multi Factor Authentication to strengthen security posture. VPN MFA has been implemented and currently working on Email MFA. Estimated Completion end of January 2025

Work Orders

IT goal is to close tickets within 24 hours. Priority work orders are worked on first. 158 Work orders closed December 2024.

Windows 10 End of life

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

Tyler Data Archive

Legacy public safety RMS servers and application are end of life. Data needs to be migrated to the hosted Tyler solution. Testing Phase. Estimated completion end of January 2025

Firewall

Replace current firewall. Complete

PD End of Life Computers

Replace all end-of-life computers at PD. Purchase in progress.

Replace Endpoint and Email Security

Migrate Cisco Endpoint and Barracuda email security to Office 365 platform. Complete.

Security Cameras

Replace/Add cameras at Sanitation, Golf and South Water Plant. Installation in progress.



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 December

Rio Grande Valley State Veterans Cemetery - (Mission)							
December - 2024	Double Depth	Standard	Columbarium	In-Ground	Scatter Garden	Memorial Garden	Total
Veterans		10	4	3			17
Spouses	3	1	2	3			9
Family Members							0
Total	3	11	6	6	0	0	26

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 RGV SVC	25,090	4,123	20,967	16.43%	83.57%		
RGV SVC - Total Plots in Developed Areas	9,255	4,123	5,132	44.55%	55.45%		
RGV SVC - Availability of Casketed Burial Option in Developed Areas	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
	4,430	2,374	2,056	53.59%	46.41%		
RGV SVC - Availability of Crenation Burial Option in Developed Areas	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
	3,825	1,709	2,116	44.68%	55.32%		
RGV SVC - Availability of Memorial Plot Option in Developed Areas	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available		
	1,000	40	960	4.00%	96.00%		



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Events and Ceremonies Information:

Wreath Laying Ceremony December 16, 2024 @ 9am

Upcoming Events:

Memorial Day Event May 26, 2025

Veterans Day Event November 11, 2025

Wreath Laying Ceremony December 13, 2025



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Completed Projects:

Irrigation Audit for September 2024 completed
Removal of 80% non-usable equipment 11/24/2023
2020 File Migration Completed- pending VLB direction
2021 File Migration Completed- pending VLB direction
Headstone Alignment device being maintenance Compl.
Completed Section 34-Realignment & Resetting
CSR in training for 180 days-Training Plan
Nov. 11-Veterans Day event (150 people in attendance)
Dec. 16, 2024 Wreath Event (261 people attended)
Compressor replacement –Compl.(VLB purchase)
Tools/Tool Box for staff (VLB Purchase)
Working on Section 33-Realignment & Resetting –Compl.
Water Conservation Action Plan –On-going 4/2024
Ongoing Projects Pending- VLB OAR- Funded:
Power washing areas with mold with the cemetery
Maintenance Tech II in training for 180 days-Training Plan
Maintenance Tech in training for 180 days-Training Plan
Working on Section MS1-Realignment & Resetting
Winterization Plan Pending approval City of Mission

Ongoing Projects Pending:

Monthly Irrigation Audit-replace broken lines/equipment
100% Pre-registration eligibility review-on going project
Headstone setting vehicle – revamp 4/2024 in use
Staff cross-training -2025
Clearing/Mowing of 43.17 acres on the NW side-48% done
Digital reporting option (for staff)- currently testing samples
202 File Migration pending completion 1/2025
Water Conservation Action Plan –On-going 1/2025
Irrigation Audit for September 2025 on-going

VLB Funded (In-Progress)

Re-alignment on 840 Flat Marker/ Headstone
100% Eligibility Review-Headstone Completed

VLB Funded (Pending)

Addition of New Space Force Military Branch of Service Seal and Flag in
Assembly Area
Casket Transport Vehicle Hearse (Flat)
Automatic Gate
Water Station – on Cemetery Grounds
Compressor replacement -Completed
VLB Funded (Approved)
Bobcat Tool Cat UW56 -2
New Privacy Fence Slats Completed
Electrical Services for Garrison Flag and offices 8/24-Completed
2024-2025 Budget Approved
Tools and tool box- Maco Tools \$7000 DIs –Purchased onsite 12/7/24

VLB Funded (Received)

Brush Cutter attachment for Tool Cat 8/2024
Ice Machine for staff- 9/30/2024
Water fountain for water bottles installed 9/6/2024
Sweeper for Tool Cat VLB 9/10/2024
Shed for equipment 12/21/2024

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
C...

**COMMUNITY DEVELOPMENT DEPARTMENT
PROGRESS REPORT CV AND CV-3
FISCAL YEAR 2024 - 2025 (FUNDING THRU 07/2026)**

PROGRESS REPORT CV		NOVEMBER, 2024 UNOFFICIAL			
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AFFORDABLE HOMES OF SOUTH TEXAS CV3	\$0.00	Agency screening program participants, held events at Library and Mission City Hall to promote the program services	\$0.00	0.00%	\$29,413.76
\$29,413.76					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.					
MISSION FIRE DEPARTMENT CV3	\$0.00	Pending on completion of purchase and submittal for processing.	\$0.00	0.00%	\$4,993.13
\$4,993.13					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19					
\$34,406.89	\$0.00		\$0.00	0.00%	\$34,406.89

**COMMUNITY DEVELOPMENT DEPARTMENT
PROGRESS REPORT
FISCAL YEAR 10/01/2024 - 09/30/2025**

Item 8.

CDBG PROGRESS REPORT		NOVEMBER, 2024 UNOFFICIAL			
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS					
\$23,444.00					
Funds will be utilized to provide meals to homebound seniors.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$23,444.00
AREA AGENCY ON AGING					
\$5,000.00					
Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$5,000.00
C.A.M.P. UNIVERSITY					
\$3,000.00					
Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$3,000.00
COMFORT HOUSE					
\$3,000.00					
Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$3,000.00
HOPE MEDICAL SERVICES					
\$1,000.00					
Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$1,000.00
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 staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$1,000.00
CHILDREN'S ADVOCACY CENTER					
\$15,000.00					
Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$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 staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$3,000.00
AFFORDABLE HOMES OF SOUTH TX					
\$100,000.00					
Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$100,000.00
PARKS & RECREATION DEPARTMENT					
\$200,000.00					
Funds will be utilized to construct recreational Connectivity Trail Project.	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$200,000.00
PUBLIC WORKS DEPARTMENT					
\$104,000.00					
Funds will be utilized for the design of Astroland Storm Sewer Improvements Design Phase I	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$104,000.00
\$32,000.00					
Funds will be utilized for the design of Spikes Storm Sewer Improvements Design Phase I	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$32,000.00
\$214,000.00					
Funds will be utilized for the design of Sanitary Sewer Improvements Design Phase I	\$0.00	Agency staff attended Subrecipient Orientation; agency continues serving participants	\$0.00	0%	\$214,000.00
REHABILITATION					
\$80,000.00	\$0.00	Oversight Expense of the CDBG Program	\$0.00	0%	\$80,000.00
PROGRAM ADMINISTRATION					
\$196,111.00	\$0.00	Oversight Expense of the CDBG Program	\$0.00	0%	\$196,111.00
\$980,555.00	\$0.00		\$0.00	0%	\$980,555.00
Community Development Department					
	New Applicants (HAP)	Agencies/Contractor:	Departments:	# of referrals to other agencies/departments:	Walk-ins
	2	5	1	10	7
		Re-certifications:	Previously Assisted:	Incoming Calls:	Appointments
		0	2	29	2



CITY OF
MISSION
Grants Activity Report- December 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
Animal Welfare Organization	Petco Love	Health	\$ 50,000	None		Submitted-Tracking
Energy Efficiency & Conservation Grant (EECBG)	DOE	Executive	\$ 140,450	None		Submitted-Tracking
Resilient Communities Program	TX GLO	Executive	\$ 300,000	None	Rolling	In Progress



CITY OF MISSION

Grants Activity Report- December 2024

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY25 Rifle Resistant Body Armor	OOG	Police	\$ 189,505	\$ 47,325	None	Awarded/Active
FY25 Project Safe Neighborhood	OOG	Police	\$ 49,680	\$ 49,680	None	Awarded/Active
FY24 Edward Byrne Memorial Justice Assistance Grant (JAG)	BJA	Police	\$ 12,134	\$ 12,134	None	Awarded/Active
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	\$ 250,000	None	Awarded/Active
FY25 Local Border Security Program	OOG	Police	\$ 180,000	\$ 180,000	None	Awarded/Active
FY25 Operation Lone Star	OOG	Police/Fire	\$ 5,000,000	\$ 250,000	None	Awarded/Active
FY25 Comprehensive Grant	TXDOT	Police	\$ 37,000	\$ 37,000	20%	Awarded/Active
DWI Phlebotomy Program Grant	TXDOT	Police	\$ 187,557.88	\$ 187,557.88	20%	Awarded/Active
FY25 STEP CMV Grant	TXDOT	Police	\$ 29,975	\$ 29,975.00	20%	Awarded/Active
OVAG-Victim Services (Year Two)	OAG	Police	\$ 49,500	\$ 49,500	None	Awarded/Active
FY24-25 Regional Solid Waste Grant Program	LRGVDC	Sanitation	\$ 30,000	\$ 30,000	10%	Awarded/Active
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 288,000	\$ 288,000	10%	Awarded/Active
FY23 Operation Stonegarden	OOG	Police	\$ 325,000	\$ 325,000	None	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1, 771,398.16	\$ 1,000,000	25%	Awarded/Active
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMPO	Executive	\$ 200,000	\$ 200,000	25%	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
Grand Total:			\$	6,791,077.78		

MISSION MUNICIPAL COURT

Nov-24

Y-T- D COMPARISON

	2024	2023	NOV COMPARISON	2024	2023
FEES & FINES TOTAL	\$307,309.70	\$215,815.50	FEES & FINES TOTAL	\$130,080.64	\$106,342.97
LOCAL FINES	\$103,074.14	\$72,184.47	LOCAL FINES	\$43,650.99	\$36,030.45
LOCAL COSTS AND FEES	\$23,785.76	\$16,822.59	LOCAL COSTS AND FEES	\$10,312.25	\$7,730.65
COLLECTIONS FOR STATE	\$180,449.80	\$126,808.44	COLLECTIONS FOR STATE	\$76,117.40	\$62,581.87
TOTAL COLLECTIONS	\$307,309.70	\$215,815.50	TOTAL COLLECTIONS	\$130,080.64	\$106,342.97

VIOLATIONS

STATE LAW	1001	944	TOTAL VIOLATIONS	1139	969
TRAFFIC	1463	1071	CASES:		
CITY ORDINANCE	142	89	TOTAL PAID	553	427
PARKING	3	7	OTHER COMPLETED	893	183
EDUCATION CODE	33	12			610
TOTAL	2642	2123			
			WARRANTS:		
CASES:			ISSUED	1001	787
TOTAL PAID	1273	1002	CLEARED	954	889
OTHER COMPLETED	1090	1378			
TOTAL	2363	2380			

WARRANTS:
ISSUED

TRAFFIC	1066	753
STATE LAW	1146	1067
CITY ORDINANCE	22	31
PARKING	1	5
EDUCATION CODE	3	0
TOTAL	2238	1856


CLEARED

TRAFFIC	1108	789
STATE LAW	1461	1050
CITY ORDINANCE	30	37
PARKING	2	1
EDUCATION CODE	2	1
TOTAL	2603	1878

1735hours of Community Service were granted
A total of 69 juvenile cases were filed.

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, DECEMBER 2024
DATE: JANUARY 2, 2025



1. Mission Fire Department working on filling four (4) positions
2. Mission Fire Department LT's promotional examination was held on December 12, 2024. Three ENG participated, all failed, started process for re test set for February 13, 2024.
3. Mission Police Departments has started filling twenty-four (24) open positions. We should be close to fully staffed by February 2025
4. Pending Hearings
 1. PO Roel Velasquez-Indefinitely Suspended June 7, 2023-pending legal
 2. PO Esteban Jara-Indefinitely Suspended March 28, 2024-Arbitrator has been selected-pending hearing date
 3. PO Sergio Martinez-15 Day Suspension Without Pay-Arbitrator has been selected-hearing set for May13-14, 2025
 4. PO Ruben Gaytan-Suspended for 15 days without pay-we have started process for selecting hearing examiner

THANKS

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, 311/CIVIL SERVICE DIRECTOR
SUBJECT: 311 REPORT, DECEMBER 2024
DATE: JANUARY 2, 2025

We have a total of 804 submission for December of 2024 with a total of 13,855 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests
For Date Period From 12/01/2024 Through 01/31/2025

Item 8.

Topic	Count
Health	
Animal Control	721
Bee Complaint	3
Food Complaint	0
Food Truck Complaint	0
Grease Trap Complaint	1
Mosquitoes	2
Total - Health	727
Obstructions -Tree/Branches	
MOWING	2
Total - Obstructions -Tree/Branches	2
Parks & Rec	
Graffiti	0
Mowing (Drainage & Alleys)	0
Parks	4
Restrooms	0
Right of way (mowing)	0
Trails	0
Total - Parks & Rec	4
Planning	
Construction Concerns	0
Dilapidated Home/Structure	0
Garage Sales	0
Health & Sanitation	1
Illegal Dumping	3
Junked Vehicle on private property	0
Sewer Concerns	1
Unsafe Building	0
Weedy Lot	3
Total - Planning	8
Police Department	
Illegal Parking	6
Total - Police Department	6
Public Works	
Flooded area/Roadway and streets	1
Foul smell	0
Junk Vehicle	0
Lift Station	0
Lift Stations	0
Low Water Pressure	1
Obstruction Tree Signs/Tree Trimming	0
Pot Holes	16
Sandbag (Elderly And Disabled)	0
Side Walk	1
Street Light	16
Streets/Signs	3
Tires	0
Traffic Signals	2
Water Leaks	1
Total - Public Works	41
Sanitation	
Brush	
Bulky Items	

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

Item 8.

3

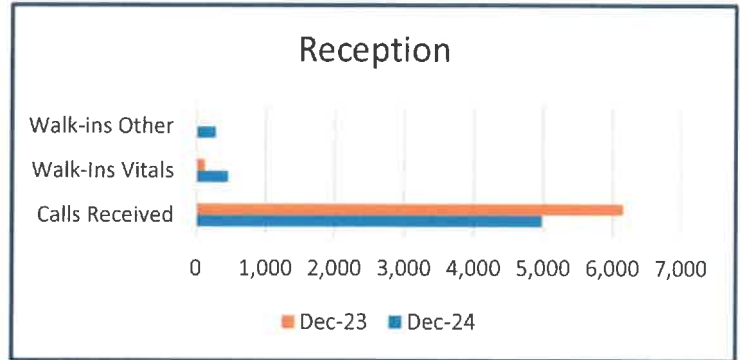
16

804

CITY SECRETARY MONTHLY REPORT - DECEMBER 2024



<i>Reception</i>			
Calls Received	4,986	DECEMBER 2023	
Walk-Ins - Vitals	462	Calls Received	6,158
Walk- Ins Other Departments	284	Walk-Ins	125



<i>Vital Statistics</i>				
	DEC 2024	YTD 2024	DEC 2023	YTD 2023
Birth Records Registered	165	449	165	505
Birth Records Issued	390	1156	410	1211
Death Records Registered	32	133	42	107
Death Records Issued	32	175	42	191
Funds Received	\$9,630	\$30,702	\$9,996	\$29,648

Cemetery:

2024-2025	Laurel Hill	San Jose	Catholic	Baby Space	YTD 24/25
Burials	1	1	2	0	15
Sold Spaces	0	0	0	0	0
2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	1	1	3	0	14
Sold Spaces	0	0	0	0	0



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Rezoning: A tract containing 39.88 acres of land being part or portion of Lot 26-11, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family Residential, J.S. Kawamoto, LLC, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On December 18, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 1,280' North of E. Griffin Parkway on the eastside of N. Bryan Road. There was public opposition during the P&Z Meeting. The concerns were in regards to infrastructure not in place, increase traffic, sewer backups, no sidewalks, etc. The board recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A TRACT CONTAINING 39.88 ACRES OF LAND BEING
PART OR PORTION OF LOT 26-11, WEST ADDITION TO SHARYLAND, (AO-I)
AGRICULTURAL OPEN INTERIM TO (R-1A) LARGE LOT SINGLE FAMILY**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of December 18, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, January 13, 2025, in the Council Chambers of the City Hall to consider the following rezoning:

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

Legal Description	From	To
A tract of land containing 39.88 acres of land being part or portion of Lot 26-11, West Addition to Sharyland	AO-I	R-1A

READ, CONSIDERED AND PASSED, this the 13th day of January, 2025.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.1**REZONING:**

A tract containing 39.88 acres of land
 being part or portion of Lot 26-11,
 West Addition to Sharyland
 AO-I to R-1A
 J.S. Kawamoto, LLC

REVIEW DATA

The site is located approximately 1,280' North of E. Griffin Parkway on the eastside of N. Bryan Road.

SURROUNDING ZONES:

N:	R-1A	– Large Lot Single Family
E:	R-1A	– Large Lot Single Family
W:	AO-I, R-1A, R-1	– Agricultural Open Interim, Large Lot Single Family, & Single Family Residential
S:	AO-I	– Agricultural Open Interim

EXISTING LAND USES:

N:	Residential
E:	Residential & Vacant
W:	Residential
S:	Edinburg Main Canal
Site:	Single Family Home

FLUM:

Lower Density Residential (LDA)

REVIEW COMMENTS: Staff notes that the proposed zone complies with the City's Future Land Use Map, and surrounding land uses. The LDA designation classification includes single family homes which is consistent with the applicant's proposal. Staff mailed out 62 notices to property owners within 200' radius to get input in regards to this request. As of this writing, staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval.

**SITE
LOCATION**

26-10

TEOLIFO DR. (PRIVATE)

EL DORAL

SUNRISE AVE.

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

KICKAPOO CREEK

CONCHO ESTATES

RIO CONCHO

E. 29th ST.

E. 28th ST.

E. 29th ST.

E. 28th ST.

E. 29th ST.

E. 28th ST.

HERITAGE PARK SUBD. PH II

HERITAGE PARK SUBD.

SUN TERRA SUB.

LAS BRISAS DR.

STEWART COVE

E. SOLAR DR.

MELINDA DR.

THORNWOOD DR.

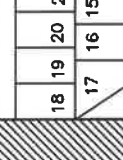
FALCON CREST

HER-VILLA SUB.

W. RUSSELL AND NORMA
BARNES BIRDWELL SUBD.
(AGAPE SCHOOL)

ROSE MARIE AVE

E. 24TH ST.



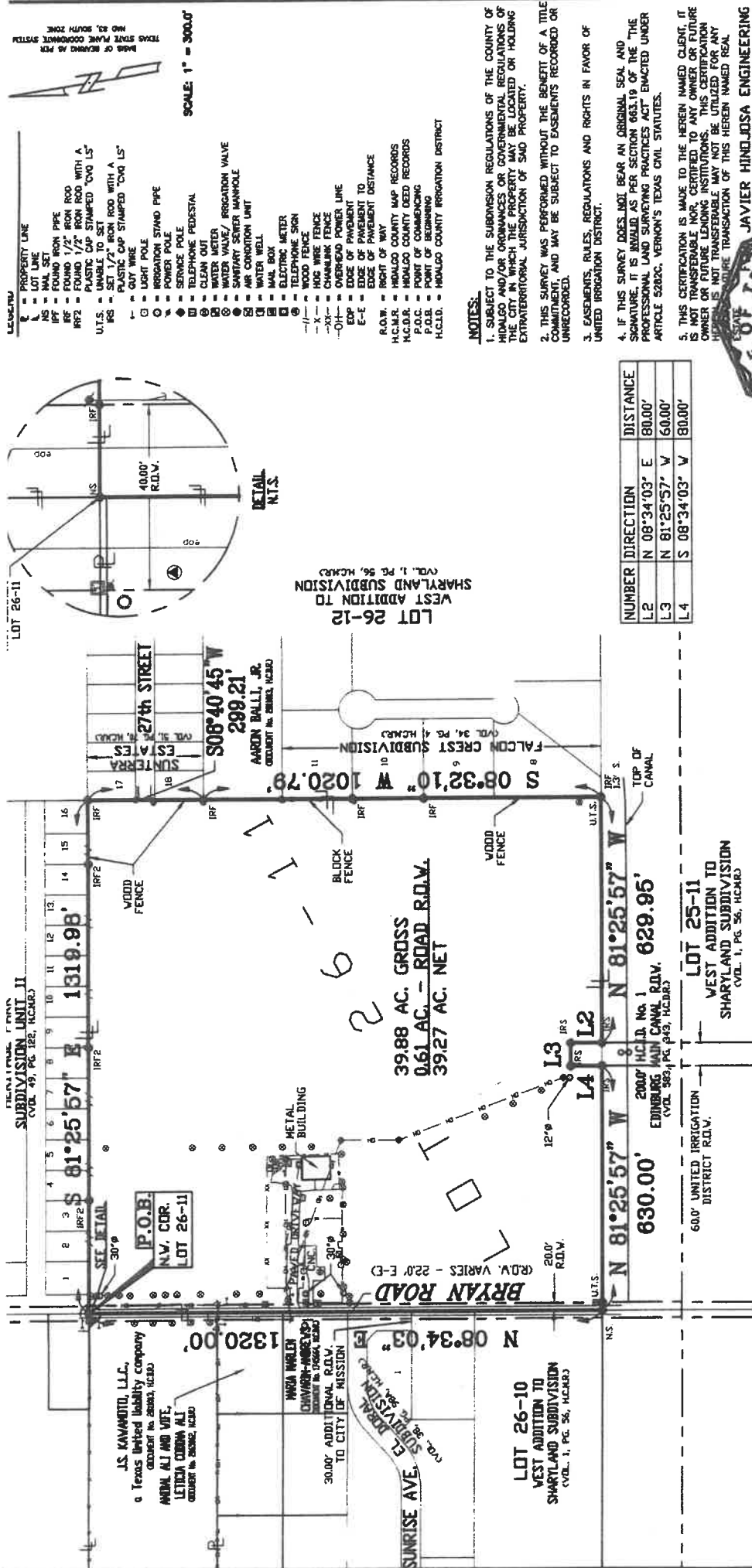
CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680

Item 10.

No.

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<p>FLOOD DESIGNATION</p> <p>The flood designation for this property is "Zone C" which are "Areas of minimal flooding" (No shading). As per F.E.M.A.s Flood Insurance Rate Map Panel No.: 480334 0400 C.</p> <p>Map Revised: November 16, 1982</p> <p>Flood Zone is determined by graphic plotting only. We do not assume responsibility for exact determination.</p>	<p>LEGAL DESCRIPTION</p> <p>This plot is a true and correct representation of a survey made on the ground of the property located at: 2802 N. BRYAN ROAD, Mission, Hidalgo County, Texas, described as follows: 39.88 ACRES OUT OF LOT 26-11, WEST ADDITION TO SHARLYAND SUBDIVISION, Hidalgo County, Texas, according to the map or plot thereof recorded in Volume 1, Page 56, Map Records, Hidalgo County, Texas.</p>	<p>PROJECT INFORMATION</p> <p>SURVEYED DATE: 03/31/2021</p> <p>JOB NO.: 210318</p> <p>DRAWN BY: GTC</p> <p>CHECKED BY: J.R.</p> <p>REVISIONS:</p>	<p>PROFESSIONAL SEAL</p> <p>Jorge Rojas, P.L.S. No. 10110600</p> <p>STATE OF TEXAS</p>	<p>NOTES:</p> <ol style="list-style-type: none"> SUBJECT TO THE SUBDIVISION REGULATIONS OF THE COUNTY OF HIDALGO AND/OR ORDINANCES OR GOVERNMENTAL REGULATIONS OF THE CITY IN WHICH THE PROPERTY MAY BE LOCATED OR HOLDING EXTRA-TERRESTRIAL JURISDICTION OF SAID PROPERTY. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, AND MAY BE SUBJECT TO EASEMENTS RECORDED OR UNRECORDED. EASEMENTS, RULES, REGULATIONS AND RIGHTS IN FAVOR OF UNITED IRRIGATION DISTRICT. IF THIS SURVEY DOES NOT BEAR AN ORIGINAL SEAL AND SIGNATURE, IT IS VOID AS PER SECTION 663.19 OF THE PROFESSIONAL LAND SURVEYING ACT ENACTED UNDER ARTICLE 5202C, VERNON'S TEXAS CIVIL STATUTES. THIS CERTIFICATION IS MADE TO THE HEREIN NAMED CLIENT. IT IS NOT TRANSFERABLE NOR CERTIFIED TO ANY OWNER OR FUTURE OWNER OR FUTURE LENDING INSTITUTIONS. THIS CERTIFICATION HEREIN IS NOT TRANSFERABLE MAY NOT BE UTILIZED FOR ANY OTHER PURPOSE OR TRANSACTION OF THIS HEREIN NAMED REAL ESTATE.
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Item 10.

E4251-00-000-0001-00 (580351)
LOPEZ ISMAEL & PAOLA
1116 SUNRISE LN
MISSION TX 78574

R4680-00-000-0000-00 (518361)
HIDALGO CO WATER CONTROL &
PO BOX 810
EDINBURG TX 78540

W0100-00-025-0011-15 (513369)
HIDALGO COUNTY WATER IMP DIST
PO BOX 867
MISSION TX 78573

W0100-00-026-0010-00 (317069)
J.S KAWAMOTO LLC
2602 N BRYAN RD
MISSION TX 78574

W0100-00-026-0010-01 (317070)
ANDREWS TIMOTHY RENARD
2509 N BRYAN RD
MISSION TX 78574

W0100-00-026-0010-02 (317071)
SALDANA ALFREDO & CONCUELO G
1124 TEOFILO DR
MISSION TX 78574

W0100-00-026-0010-05 (317074)
ALI ANIBAL & LETICIA
2613 N BRYAN RD
MISSION TX 78574

W0100-00-026-0010-06 (317075)
RGV VILLA DEVELOPMENT LLC
1231 VILLA ST
MISSION TX 78572

W0100-00-026-0010-07 (317076)
RUIZ MARIO A TREVINO
1402 E 28TH ST
MISSION TX 78574

W0100-00-026-0010-13 (521779)
HALL DAVID A
2501 N BRYAN RD APT 5
MISSION TX 78574

W0100-00-026-0010-15 (581967)
GLOBAL SIGNAL ACQUISITIONS IV LLC
PMB 331
4017 WASHINGTON RD
MCMURRAY PA 15317

W0100-00-026-0011-00 (317081)
J.S KAWAMOTO LLC
2602 N BRYAN RD
MISSION TX 78574

W0100-00-027-0010-05 (317134)
PENA JAIME J & CATHERINE
6399 MORNING STAR DR APT 216
THE COLONY TX 75056

F1550-00-000-0007-00 (598849)
RODRIGUEZ RIGOBERTO & RAQUEL L
1404 THORNWOOD DR
MISSION TX 78574

F1550-00-000-0008-00 (598850)
TELLEZ ROBERT JR & RAQUEL REBECC
1400 THORNWOOD DR
MISSION TX 78574

F1550-00-000-0009-00 (598851)
MAZLOUM FAISSAL & SABRIA BHIMJI
2501 LILAC AVE
MCALLEN TX 78505

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

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

H2080-00-000-0001-00 (665403)
GONZALEZ JAVIER
1400 E 28TH ST
MISSION TX 78574

H2080-00-000-0002-00 (665405)
CORTEZ FEDERICO RAMON JR
PO BOX 5673
MCALLEN TX 78502

H2080-00-000-0003-00 (665406)
GRUPO CCS LLC
713 W 30TH ST
MISSION TX 78574

H2080-00-000-0063-00 (665466)
PEREZ ISMAEL M & ALICIA CISNEROS G
2801 LILAC AVE
MISSION TX 78574

H2080-02-000-0001-00 (709035)
RAMIREZ VICTOR A
1200 E 28TH ST
MISSION TX 78574

H2080-02-000-0003-00 (710318)
CANTU ESNEL & MELISSA T
1204 E 28TH ST
MISSION TX 78574

H2080-02-000-0004-00 (710319)
MORENO LEOBARDO JAVIER ESCANDON &
1206 E 26TH ST
MISSION TX 78574

H2080-02-000-0005-00 (710320)
& CARRIZALES RENE & ELIZABETH C
1208 E 28TH ST
MISSION TX 78574

H2080-02-000-0006-00 (710321)
PASHANAMAEI KEEYAN & DEVON
1210 E 28TH ST
MISSION TX 78574

H2080-02-000-0007-00 (710322)
HERNANDEZ BELINDA
1212 E 28TH ST
MISSION TX 78574

H2080-02-000-0008-00 (710323)
DOVE HAROLD RUSSELL & MARIBEL O
1214 E 28TH ST
MISSION TX 78574

H2080-02-000-0009-00 (710324)
VACA JESUS SANTOS
1300 E 28TH ST
MISSION TX 78574

H2080-02-000-0010-00 (710325)
BURNS MAIRA
1302 E 28TH ST
MISSION TX 78574

H2080-02-000-0011-00 (710326)
RAMSA EQUIPMENT LLC
4613 N GLASSCOCK RD
PALMHURST TX 78573

H2080-02-000-0012-00 (710327)
GARZA DAVID JR & MARIA D ANZALDUA
1306 E 28TH ST
MISSION TX 78574

H2080-02-000-0013-00 (710328)
VUONG MINH & MONG CAM HUYNH
1308 E 28TH ST
MISSION TX 78574

H2080-02-000-0014-00 (710329)
RUIZ MARIO A TREVINO
1402 E 28TH ST
MISSION TX 78574

H2080-02-000-0015-00 (710330)
BELEN ANGEL R RAMOS
1312 E 28TH ST
MISSION TX 78574

H2080-02-000-0016-00 (710331)
EBEN EMMANUEL E
1314 E 28TH ST
MISSION TX 78574

H2080-02-000-0017-00 (710332)
MONTEMAYOR HECTOR C SR & KARLA
2800 ORANGE AVE
MISSION TX 78574

H2080-02-000-0050-00 (710382)
MONTENEGRO REMI LEON M & TANIA
1311 EAST 28TH ST
MISSION TX 78574

H2080-02-000-0051-00 (710384)
RODRIGUEZ FRANCO
1309 E 28TH ST
MISSION TX 78574

H2080-02-000-0052-00 (710386)
VILLARREAL JUAN & ISMENA GARZA
1307 E 28TH ST
MISSION TX 78574

H2080-02-000-0053-00 (710388)
RIVERA RENE E & MAGDA E
1305 E 28TH ST
MISSION TX 78574

H2080-02-000-0054-00 (710390)
QUATTRO GAMEZ CONSTRUCTION LLC
817 N WARE RD STE 6
MCALLEN TX 78501

H2080-02-000-0055-00 (710392)
NAVA CHRISTIAN JUDITH & JUAN ORLANDO
1301 E 28TH ST
MISSION TX 78574

H2080-02-000-0056-00 (710394)
ROQUE LEIDY HERNANDEZ & ANDRES
1215 E 28TH ST
MISSION TX 78574

H2080-02-000-0057-00 (710396)
HERNANDEZ COLLEEN C & JOSE C
1213 E 28TH ST
MISSION TX 78574

H2080-02-000-0058-00 (710398)
SKRETTA ADAM MICHAEL & MARLA LIZETTE
1211 E 28TH ST
MISSION TX 78574

H2080-02-000-0059-00 (710400)
LOZANO BIANCA L & WILLIAM I QUINTE
1209 E 28TH ST
MISSION TX 78574

H2080-02-000-0060-00 (710402)
CHAPA DAVID & ANGELA GRACE
1207 E 28TH ST
MISSION TX 78574

H2080-02-000-0061-00 (710404)
PEREZ JUAN F
1205 E 28TH ST
MISSION TX 78574

H2080-02-000-0062-00 (710406)
MORALES GUSTAVO A & ANA I SALINAS
1203 E 28TH ST
MISSION TX 78574

H2080-02-000-0063-00 (710408)
PEREZ GRISELDA M & TOMAS PEREZ
1201 E 28TH ST
MISSION TX 78574

S7676-00-000-0015-00 (709977)
ALVAREZ SUE ELLEN
25910 ECHO MTN
SAN ANTONIO TX 78260

S7676-00-000-0016-00 (709978)
KLIPPEL ERIC J & ANNALEE SANCHEZ
3405 DAFFODIL AVE
MCALLEN TX 78501

S7676-00-000-0017-00 (709979)
IZAGUIRRE DULCE KARINA
1401 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0018-00 (709980)
VARGAS OLAAC ADONEY & LAURA MARI
1402 LAS BRISAS DR
MISSION TX 78574

S7676-00-000-0019-00 (709981)
LOPEZ CHARLES E
1404 LAS BRISAS DR
MISSION TX 78574

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

S6053-00-000-0015-00 (1371358)
SALINAS LEONEL JR & ROXANA
1407 E SOLAR DR
MISSION TX 78574

S6053-00-000-0016-00 (1371359)
OSORIO RAYMUNDO JR
1405 E SOLAR DR
MISSION TX 78574

S6053-00-000-0017-00 (1371360)
SARINANA ROBERT & KELLY ELIZABETH
1403 E SOLAR DR
MISSION TX 78574

S6053-00-000-0018-00 (1371361)
PAZ ARMANDO MARIANO ALVARADO
1401 E SOLAR DR
MISSION TX 78574



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Susana De Luna, Interim Planning Director
AGENDA ITEM: Rezoning: A tract containing 9.99 acres of land, being part or portion of Lot 26-10, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family Residential, J.S. Kawamoto, LLC, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On December 18, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately 2,260' North of E. Griffin Parkway on the westside of N. Bryan Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A TRACT CONTAINING 9.99 ACRES OF LAND, BEING
PART OR PORTION OF LOT 26-10, WEST ADDITION TO SHARYLAND, (AO-I)
AGRICULTURAL OPEN INTERIM TO (R-1A) LARGE LOT SINGLE FAMILY**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of December 18, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the rezoning shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, January 13, 2025, in the Council Chambers of the City Hall to consider the following rezoning:

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

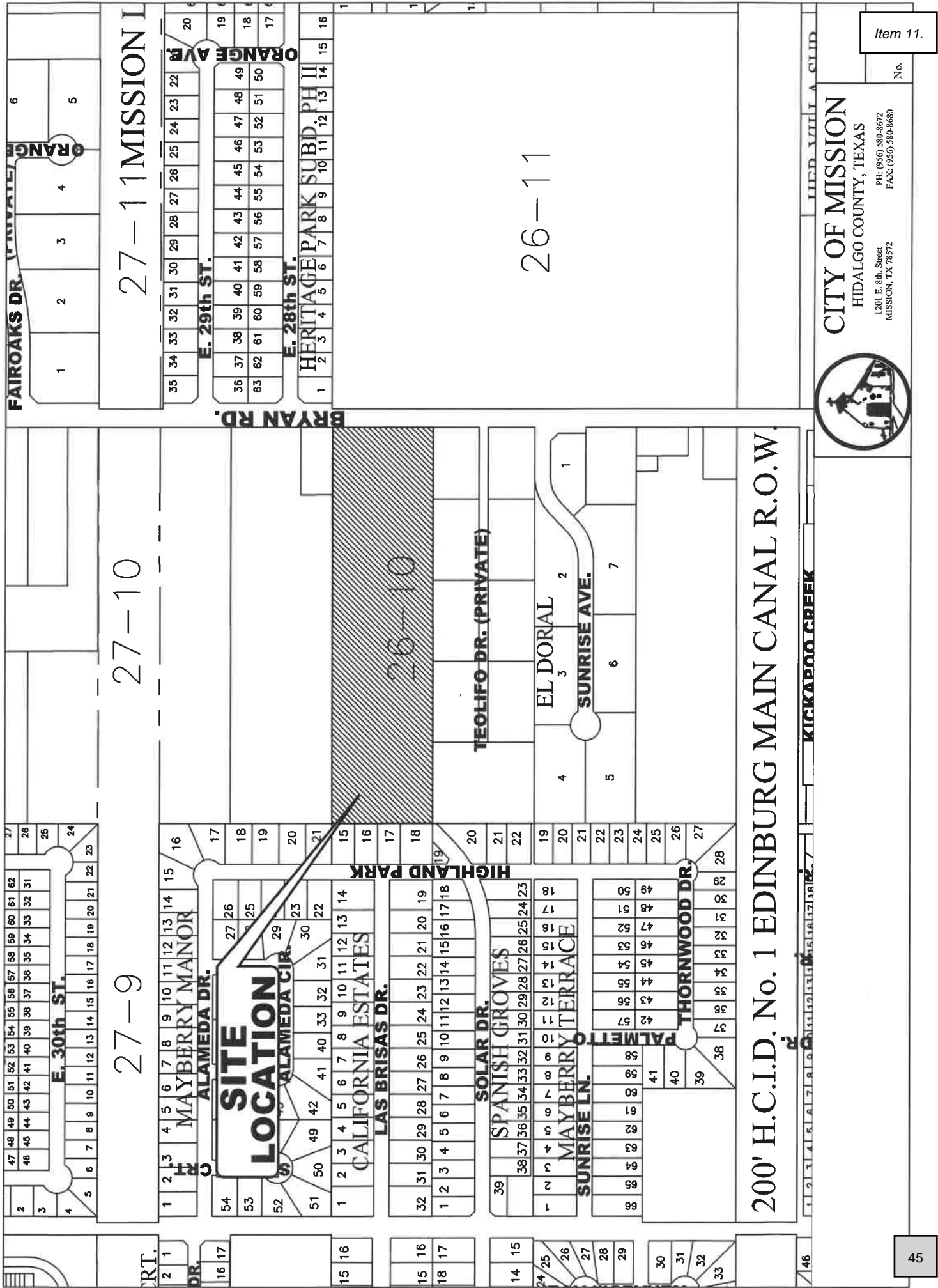
Legal Description	From	To
A tract of land containing 9.99 acres of land, being part or portion of Lot 26-10, West Addition to Sharyland	AO-I	R-1A

READ, CONSIDERED AND PASSED, this the 13th day of January, 2025.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



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

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

No.

Item 11.

ITEM# 1.2**REZONING:**

A tract containing 9.99 acres of land,
being part or portion of Lot 26-10,
West Addition to Sharyland
AO-I to R-1A
J.S. Kawamoto, LLC

REVIEW DATA

The site is located approximately 2,260' North of E. Griffin Parkway on the westside of N. Bryan Road.

SURROUNDING ZONES:

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

EXISTING LAND USES:

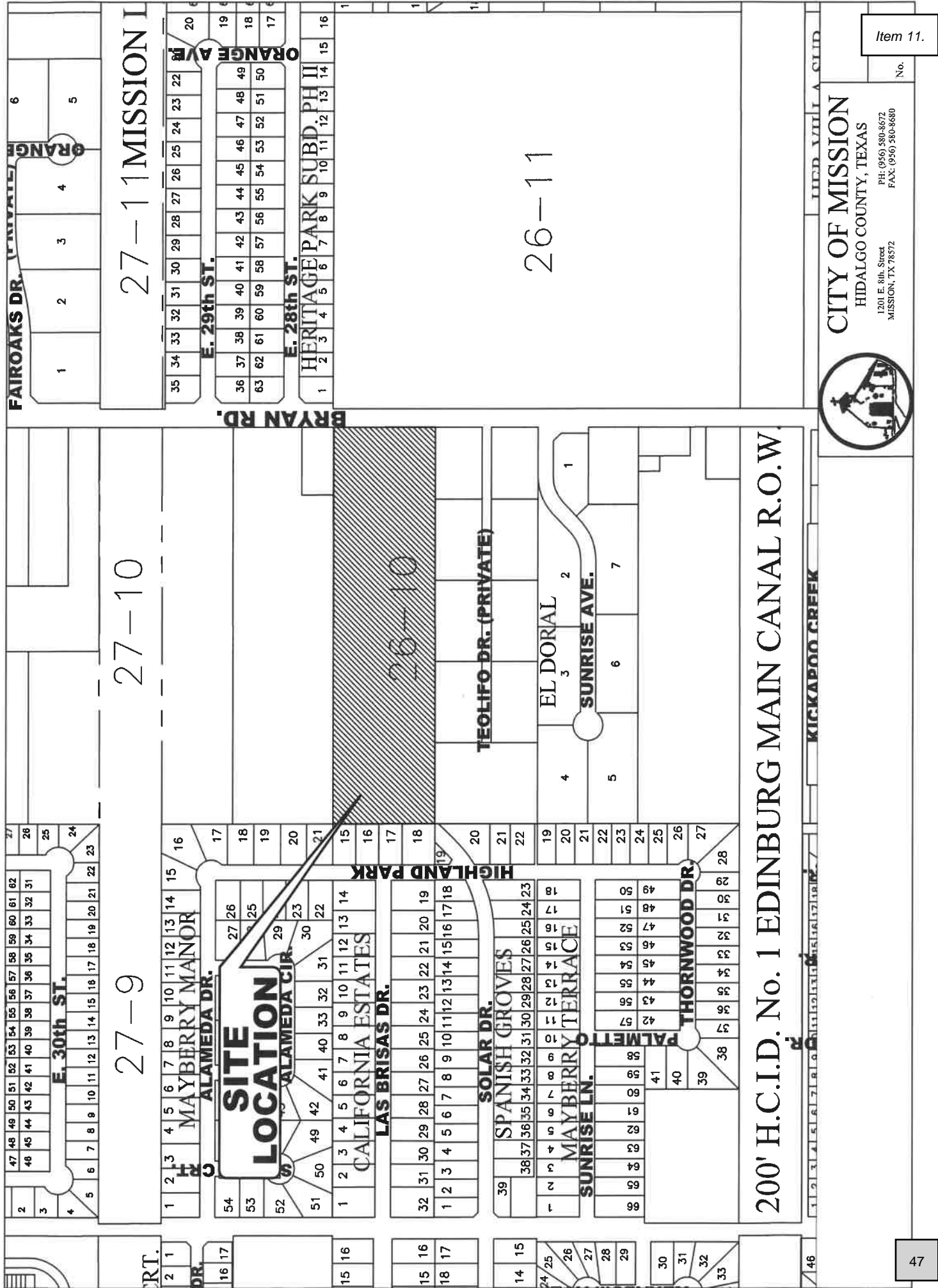
N:	Residential
E:	Vacant
W:	Residential
S:	Residential
Site:	Vacant

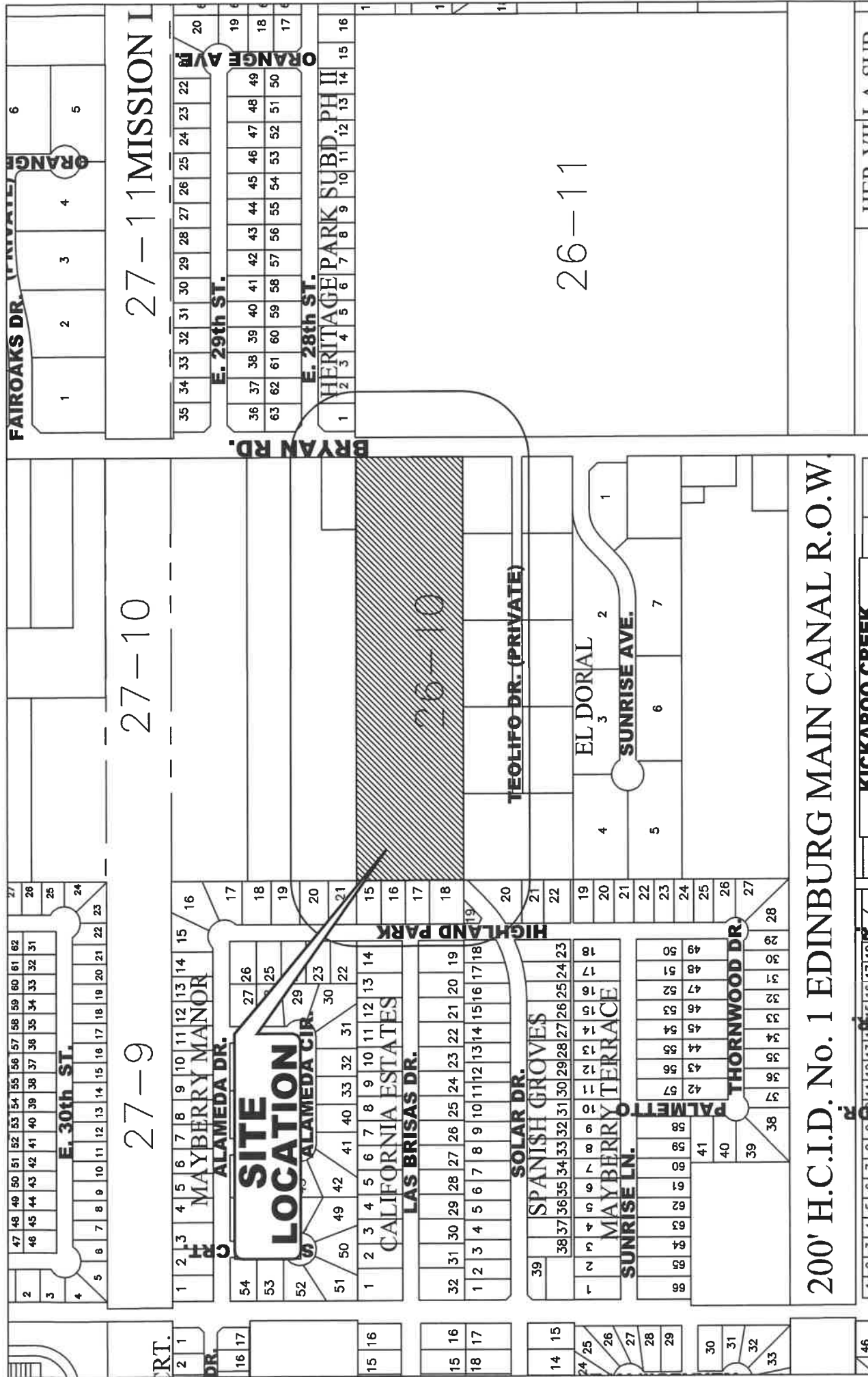
FLUM:

Lower Density Residential (LDA)

REVIEW COMMENTS: Staff notes that the proposed zone complies with the City's Future Land Use Map, and surrounding land uses. The LDA designation classification includes single family homes which is consistent with the applicant's proposal. Staff mailed out 30 notices to property owners within 200' radius to get input in regards to this request. As of this writing, staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval.



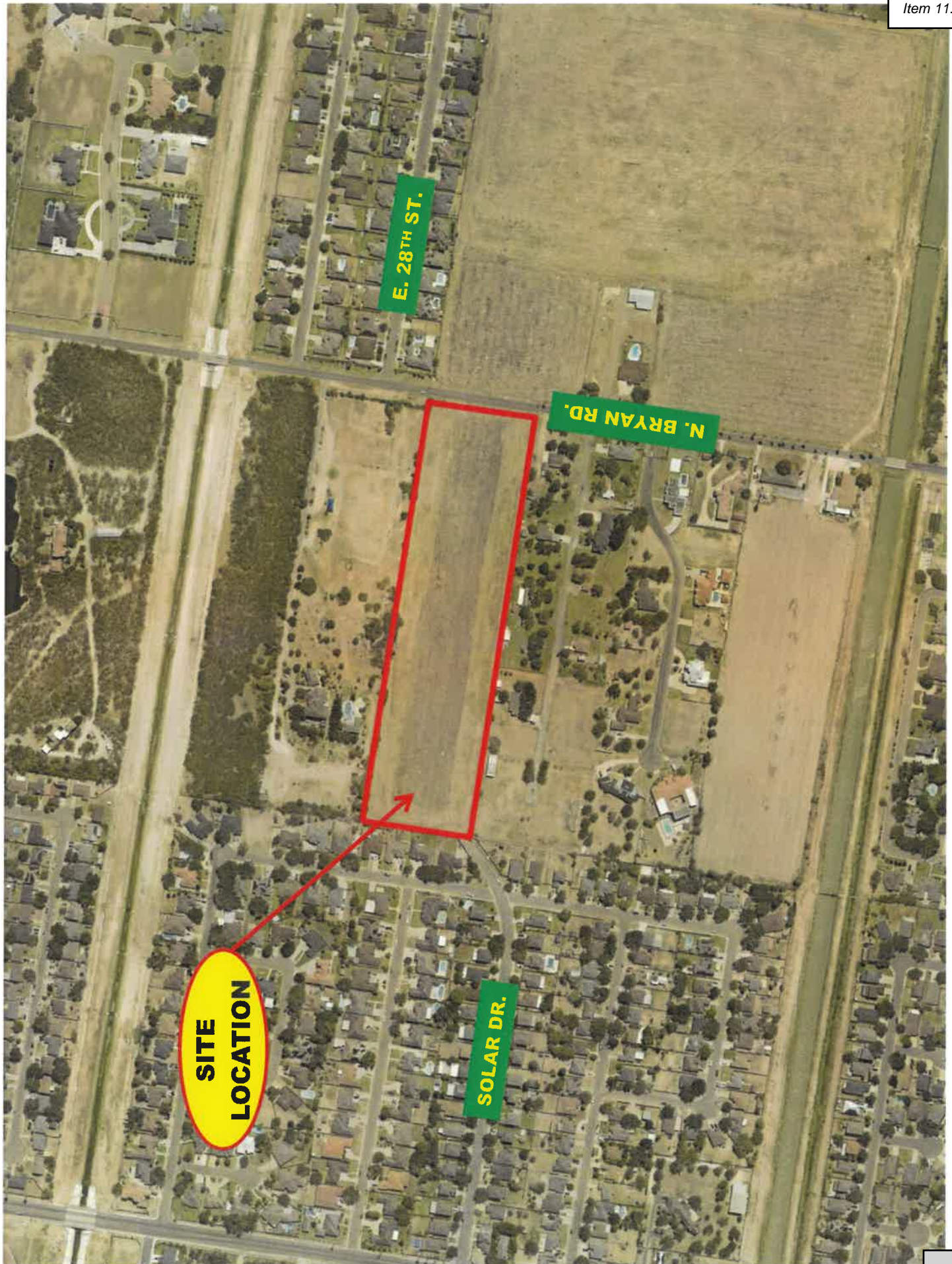


CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680

Item 11.

No.

200' RADIUS MAILOUT MAP



M1880-00-000-0019-00 (548255) RAMIREZ MARGARITA 2804 HIGHLAND PARK AVE MISSION TX 78574	M1880-00-000-0020-00 (548256) GASCON LYNN 2802 HIGHLAND PARK AVE MISSION TX 78574	M1880-00-000-0021-00 (548257) BELTRAN ABEL & ELIDA 2800 HIGHLAND PARK AVE MISSION TX 78574
M1880-00-000-0022-00 (548258) SAENZ BRIAN A 2801 HIGHLAND PARK AVE MISSION TX 78574	M1880-00-000-0023-00 (548259) CORPUS LINDA 2803 HIGHLAND PARK AVE MISSION TX 78574	W0100-00-026-0010-00 (317069) J.S KAWAMOTO LLC 2602 N BRYAN RD MISSION TX 78574
W0100-00-026-0010-02 (317071) SALDANA ALFREDO & CONCUELO G 1124 TEOFILO DR MISSION TX 78574	W0100-00-026-0010-03 (317072) R & B GENERAL CONSTRUCTION CO INC 805 N WARE RD MCALLEN TX 78501	W0100-00-026-0010-04 (317073) GUZMAN MARGARITO & MELVA JORGE ALBERTO GUZMAN 1113 TEOFILO DR MISSION TX 78574
W0100-00-026-0010-05 (317074) ALI ANIBAL & LETICIA 2613 N BRYAN RD MISSION TX 78574	W0100-00-026-0010-07 (317076) RUIZ MARIO A TREVINO 1402 E 28TH ST MISSION TX 78574	W0100-00-026-0010-08 (317077) GUZMAN JUAN 1107 TEOFILO DR MISSION TX 78574
W0100-00-026-0010-09 (317078) PUENTE JAMES LEE C/O JOHNNY LEE GRETCHNER & BARBARA 4712 W IVY AVE MCALLEN TX 78501	W0100-00-026-0010-10 (317079) GUZMAN VICTORIA 1118 TEOFILO DR MISSION TX 78574	W0100-00-026-0010-12 (516707) GUZMAN HORTENCIA 1119 TEOFILO DR MISSION TX 78574
W0100-00-026-0011-00 (317081) J.S KAWAMOTO LLC 2602 N BRYAN RD MISSION TX 78574	W0100-00-027-0010-05 (317134) PENA JAIME J & CATHERINE 6399 MORNING STAR DR APT 216 THE COLONY TX 75056	C0360-00-000-0014-00 (646876) DAVILA SERGIO & OLIVIA 1007 LAS BRISAS MISSION TX 78574
C0360-00-000-0015-00 (646877) LUNA JOE 2706 HIGHLAND PARK AVE MISSION TX 78574	C0360-00-000-0016-00 (646878) VILLARREAL LAURA & EDUARDO VELA 2704 HIGHLAND PARK AVE MISSION TX 78574	C0360-00-000-0017-00 (646879) ALVAREZ DEBRA L 2702 HIGHLAND PARK AVE MISSION TX 78574
C0360-00-000-0018-00 (646880) FLORES ROSBEL & MAGALY 2700 HIGHLAND PARK AVE MISSION TX 78574	C0360-00-000-0019-00 (646881) BARRAZA JOSE I & MARIA I CANTU 1006 LAS BRISAS DR MISSION TX 78574	S5303-00-000-0018-00 (686816) COLLAZO HECTOR 1007 E SOLAR DR MISSION TX 78574
S5303-00-000-0019-00 (686817) TORRES ARTHUR V 3606 S K LN MCALLEN TX 78503	S5303-00-000-0020-00 (686818) LOPEZ AZAEL A & LIZEHT D 2610 HIGHLAND PARK AVE MISSION TX 78574	S5303-00-000-0021-00 (686819) GARCIA BENITO & ESMERALDA 2608 HIGHLAND PARK AVE MISSION TX 78574
H2080-02-000-0001-00 (709035) RAMIREZ VICTOR A 1200 E 28TH ST MISSION TX 78574	H2080-02-000-0063-00 (710408) PEREZ GRISELDA M & TOMAS PEREZ 1201 E 28TH ST MISSION TX 78574	W0100-00-026-0010-16 (1351821) GUZMAN ANGEL ANTONIO 1107 TEOFILO DR MISSION TX 78574



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Susana De Luna, Interim Planning Director

AGENDA ITEM: Conditional Use Permit: Eliz Event Center, 2407 Brock Street, Suite C, Lot 9, Shary Business Center (aka Shary Business Center Condos Unit 17), C-3, Elizabeth Gonzalez, Adoption of Ordinance #____ - De Luna

NATURE OF REQUEST:

On December 18, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 130' east of Shary Road along the north side of Brock Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended denial.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends denial.

Departmental Approval: N/A

Advisory Board Recommendation: Denial

City Manager's Recommendation: Denial *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT ELIZ EVENT CENTER, 2407 BROCK
STREET, STE C., LOT 9, SHARY BUSINESS CENTER (AKA SHARY BUSINESS
CENTER CONDOS UNIT 17)**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of December 4, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below not be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, December 16, 2024, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
2407 Brock Street, Ste. C Lot 9, Shary Business Center (aka Shary Business Center Condos Unit 17)	Eliz Event Center	

READ, CONSIDERED AND PASSED, this the 13th day of January, 2025.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.3**TABLED**

CONDITIONAL USE PERMIT: Eliz Event Center
 2407 Brock Street, Suite C
 Lot 9, Shary Business Center
 (aka Shary Business Center Condos Unit 17)
 C-3
 Elizabeth Gonzalez

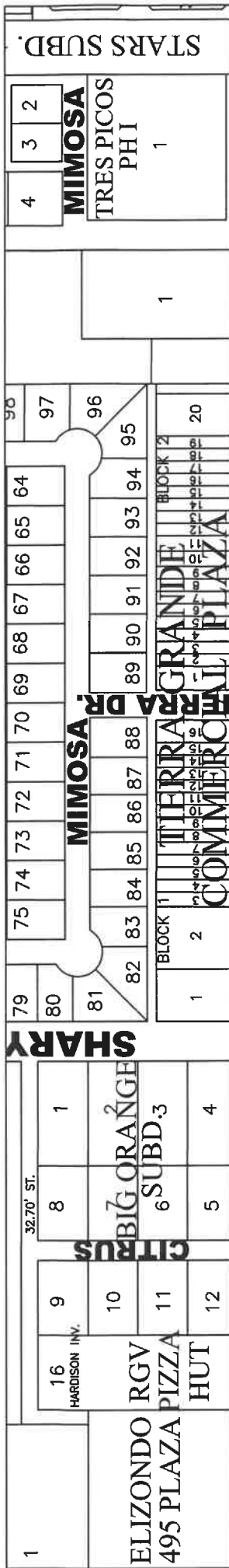
REVIEW DATA

The subject site is located approximately 130' east of Shary Road along the south side of Brock Street. The applicant is leasing a 2,880 sq.ft. suite within a multi-unit commercial plaza for an event center. Staff notes that this suite is being shared with a church, podcast, and a all weatherization office. The applicant proposes to have wedding, quincenieras, birthday parties, baby showers, gender reveals, etc. Access to the site will be provided via a driveway off of Shary Road and Brock Street.

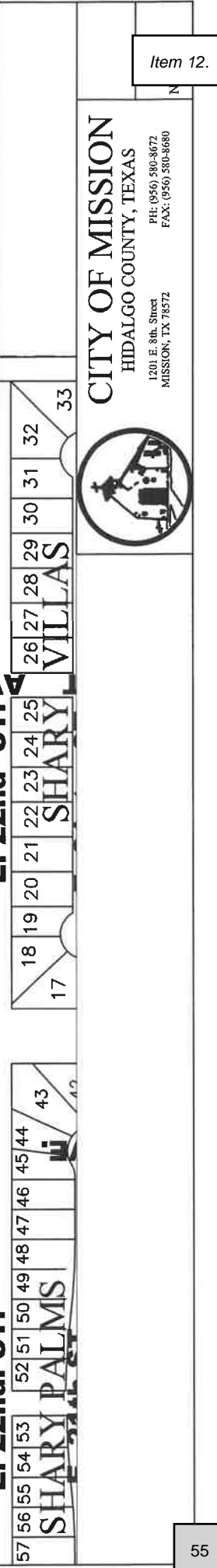
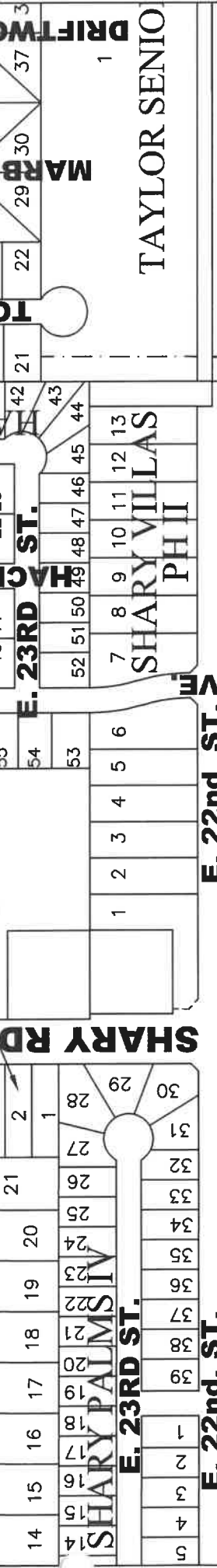
- **Hours of Operation:** Friday & Saturdays from 2:00 pm to 5:00 pm, and 6:00 pm to 12:00 am
- **Staff:** 2 employees
- **Parking:** In viewing the floor plan, there is a total of 100 seating spaces, which require 33 parking spaces (100 seats/ 1 space for every 3 seats = 33.33 parking spaces). It is noted that the parking area is held in common (142 existing parking spaces) and are shared with other businesses. Staff notes that when this commercial plaza was built the parking requirements were based on the square footage and not on the actual use.

REVIEW COMMENTS: Staff mailed out 25 notices to property owners within 200' radius of the site, and as of this writing staff has not received any comments in favor or against the request. Staff notes that although this is a very busy commercial plaza more than 50% of the businesses are only open Monday thru Friday and close at 5pm. The applicant events are mostly on Saturdays, however staff notes that there are 3 existing event centers and two restaurants that already the entire parking spaces, for that reason staff cannot support this request.

RECOMMENDATION: Staff recommends denial.

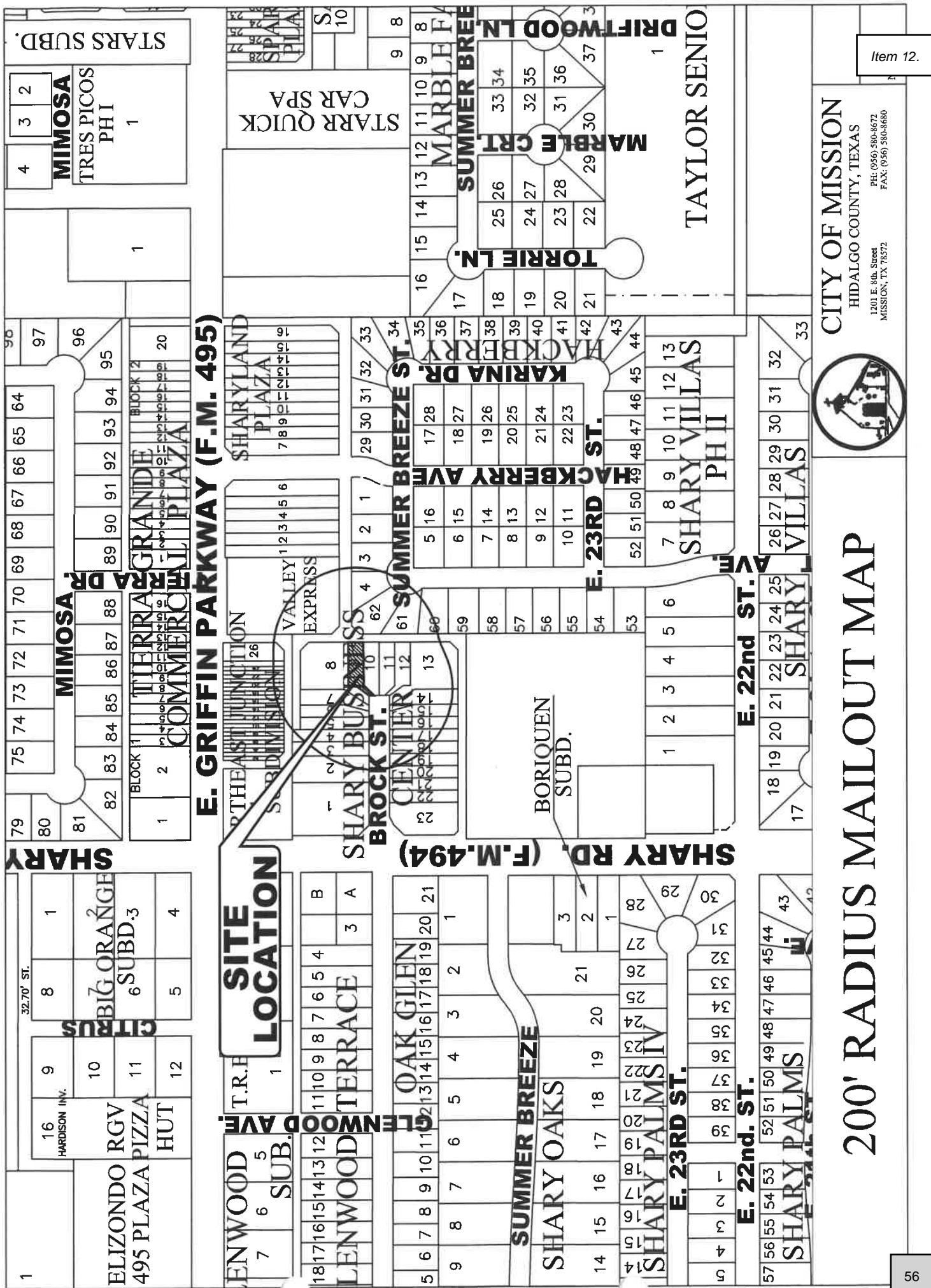


E. GRIFFIN PARKWAY (F.M. 495)



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

Item 12.

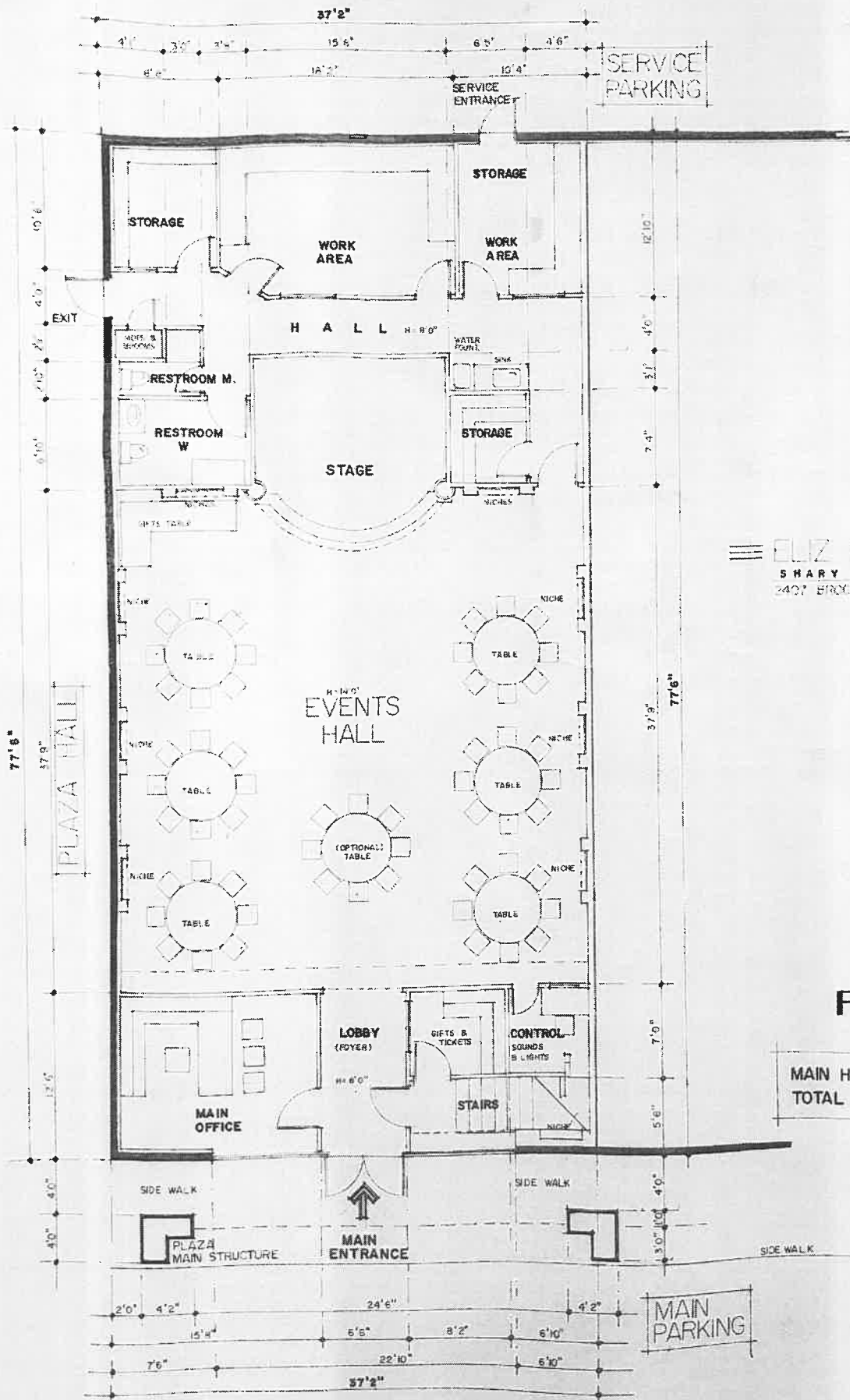


CITY OF MISSION
HIDALGO COUNTY, TEXAS
1201 E. 8th Street
MISSION, TX 78572
PH: (956) 580-8672
FAX: (956) 580-8680

200' RADIUS MAILOUT MAP

Item 12.





ELIZ EVENTS CENTER
SHARY BUSINESS CENTER
2407 BROCK ST. SUITE 101 MESON, TX 78502

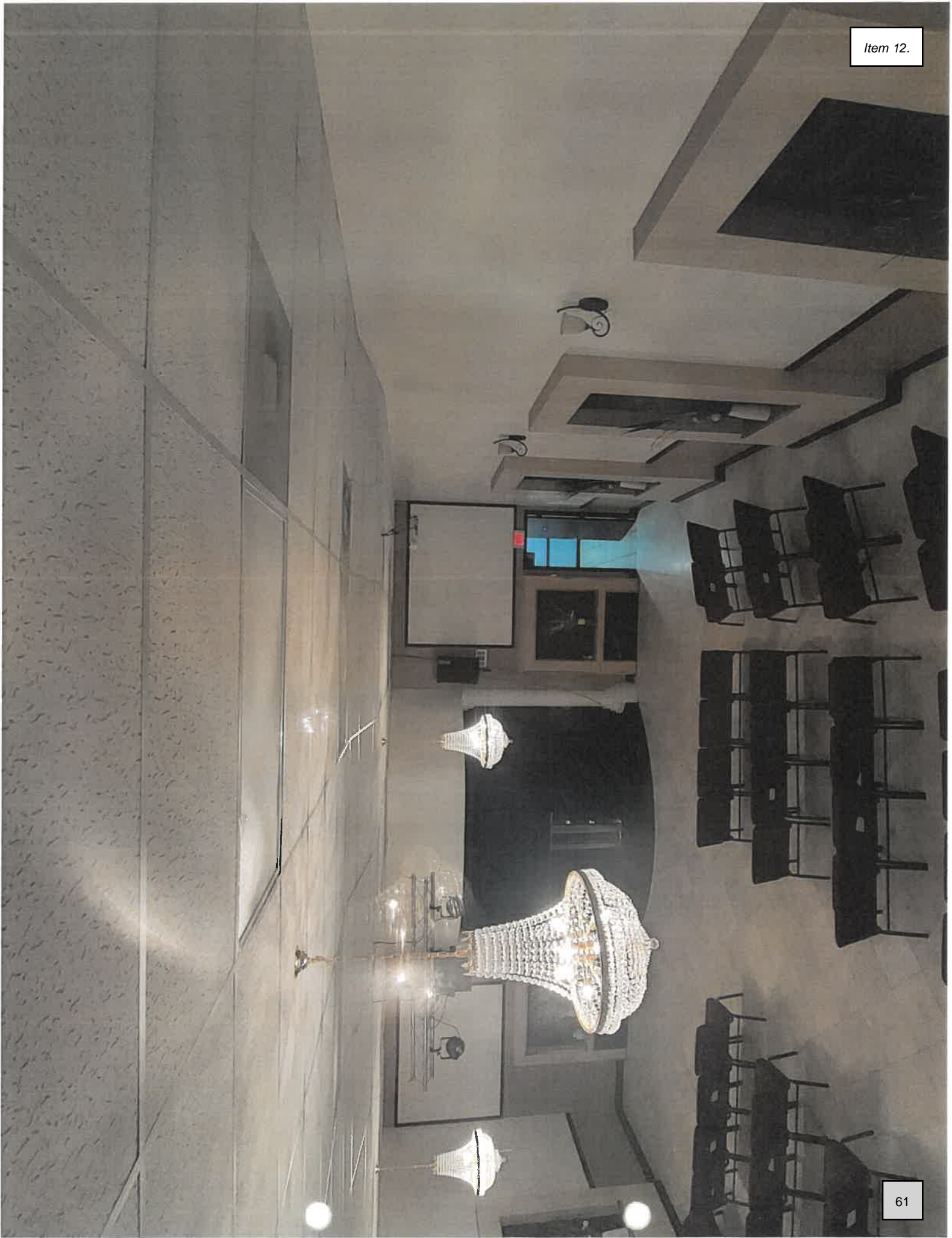
FLOOR PLAN.

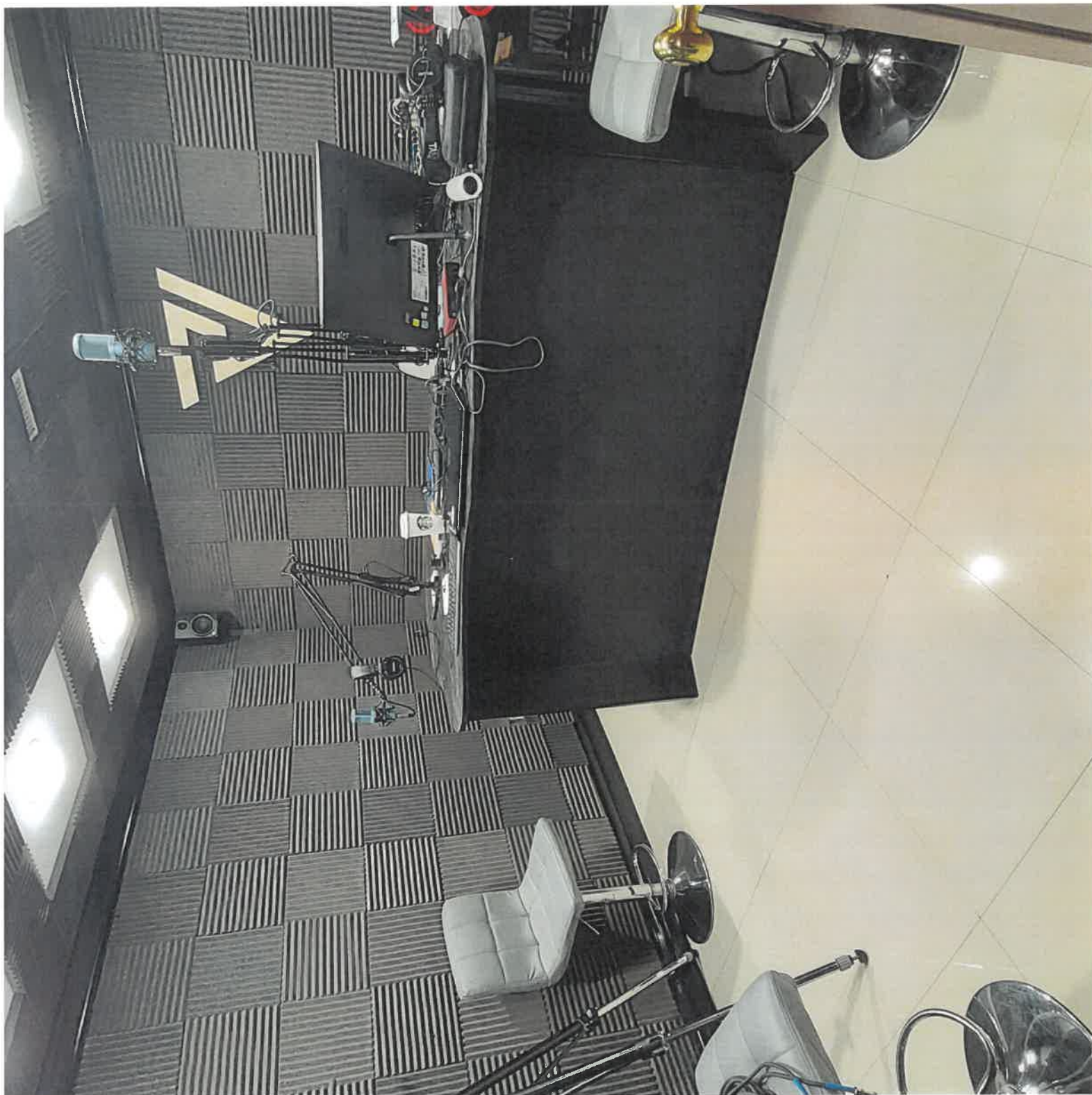
3/16" = 1'0"

MAIN HALL AREA.- 1346.16 SFT.
TOTAL AREA.- 2880.36 SFT.

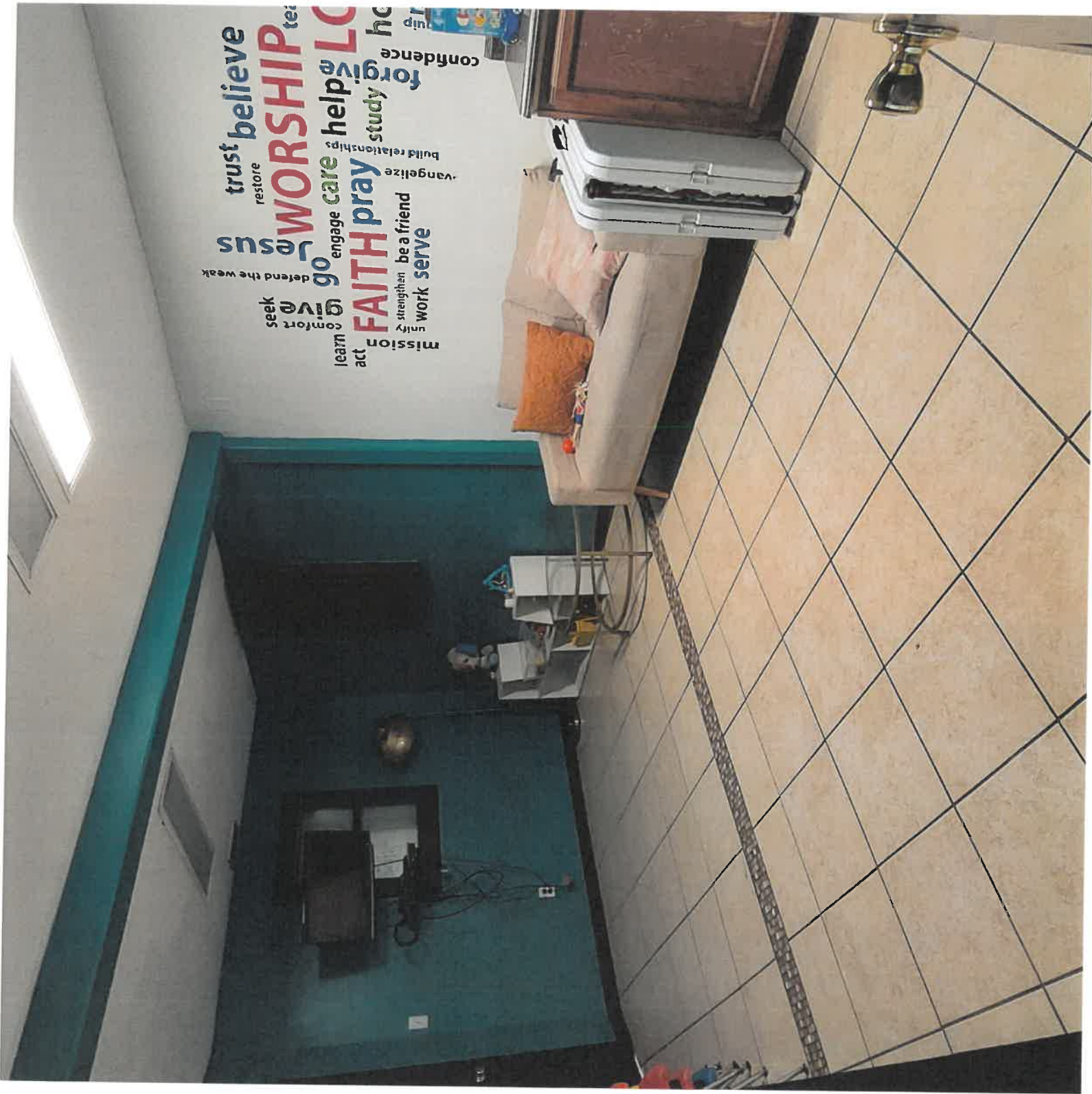












N4750-00-000-0002-00 (247466)
SPARKS FAMILY MANAGEMENT TRUST
2405 E GRIFFIN PKWY STE A
MISSION TX 78572

N4750-00-000-0015-00 (247479)
SPARKS FAMILY MANAGEMENT TRUST
2405 E GRIFFIN PKWY STE A
MISSION TX 78572

N4750-00-000-0016-00 (247480)
SPARKS FAMILY MANAGEMENT TRUST
2405 E GRIFFIN PKWY STE A
MISSION TX 78572

S2740-00-000-0001-00 (568332)
TEXAS STATE BANK
C/O DIANA SEALE
300 FIFTH AVENUE 21ST FLOOR ATTN: PNC
MCALLEN TX 78501

S2741-00-000-0005-00 (624481)
SAN INVESTMENTS LLC
321 S MAIN ST

S2741-00-000-0006-00 (624482)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0007-00 (624483)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0008-00 (624484)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0009-00 (624485)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0010-00 (624486)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0011-00 (624487)
INTERNATIONAL BUILDERS GROUP LLC
2401 DURANGO DR
MISSION TX 78573

S2741-00-000-0012-00 (624488)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0013-00 (624489)
GARCIA ALBERTO JR & MARA CASTELLANO
2602 FRESNO AVE
HIDALGO TX 78557

S2741-00-000-0014-00 (624490)
MMR AAVY INVESTMENTS LLC
2314 WOODLANDS DR
MISSION TX 78574

S2741-00-000-0015-00 (624491)
TREVINO FELIX JR & MARIA GLORIA
800 MONTECRUZ ST
MISSION TX 78574

S2741-00-000-0016-00 (624492)
TREVINO FELIX JR & MARIA GLORIA
800 MONTE CRUZ
MISSION TX 78574

S2741-00-000-0017-00 (624493)
IGLESIA CRISTOCENTRO INC
2307 E 27TH ST
MISSION TX 78574

S2741-00-000-0018-00 (624494)
KIDZ CRUSADE ACADEMY LLC
2407 BROCK ST STE 18
MISSION TX 78572

S2741-00-000-0019-00 (624495)
KIDZ CRUSADE ACADEMY LLC
2407 BROCK ST STE 18
MISSION TX 78572

S2741-00-000-0020-00 (624496)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0021-00 (624497)
SAN INVESTMENTS LLC
321 S MAIN ST
MCALLEN TX 78501

S2741-00-000-0022-00 (624498)
BLUE DIAMOND REALTY GROUP LLC
1504 SANDSTONE DR
MISSION TX 78574

S2741-00-000-0023-00 (624499)
REY Y REYNA COMMERCIAL PROPERTIES
1804 LAUREN LN
MISSION TX 78572

H0520-00-000-0003-00 (689788)
QUIROGA AMALIA
2417 SUMMER BREEZE RD
MISSION TX 78572

H0520-00-000-0004-00 (689789)
GARZA BRENDA
2415 SUMMER BREEZE AVE
MISSION TX 78572

V1060-00-000-0001-00 (682968)
EL PATO PROPERTIES LP
1300 E TAMARACK AVE
MCALLEN TX 78501

H0520-00-000-0060-00 (701126)
SANCHEZ ELUID & NICHOLE
2221 GRAPEFRUIT
MISSION TX 78572

H0520-00-000-0061-00 (701128)
FRANKLIN RODRIGO A MELHEM & PRISCILLA
2223 GRAPEFRUIT
MISSION TX 78572

H0520-00-000-0062-00 (701129)
MORENO MARIO & LORENA
2413 SUMMER BREEZE RD
MISSION TX 78572



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Susana De Luna, Interim Planning Director

AGENDA ITEM: Conditional Use Permit Renewal: To Keep a Portable Building for Office Use, 302 S. Taylor Road, Being a 0.102 of one acre tract of land out of a tract of land adjacent to Lot 176 & 186, John H. Shary Subdivision, C-3, Best Assets, LLC (c/o Ryan Stauffer) Adoption of Ordinance #_____ - De Luna

NATURE OF REQUEST:

On December 18, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located on the northwest corner of Victoria Avenue and Taylor Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation in order to continue to assess this operation; 2) Continued compliance with all City Codes, (Building, Fire, Parking, etc.); and 3) CUP not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL TO KEEP A PORTABLE
BUILDING FOR OFFICE USE, 302 S. TAYLOR ROAD, BEING A 0.102 OF ONE ACRE
TRACT OF LAND OUT OF A TRACT OF LAND ADJACENT TO LOT 176 & 186, JOHN
H. SHARY SUBDIVISION**

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of December 18, 2024, the Planning and Zoning Commission of the City of Mission upon duly recognized motion and second, voted to recommend to the City Council that the conditional use permit shown below be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, January 13, 2025, in the Council Chambers of the City Hall to consider the following conditional use permit:

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

Legal Description	Type	Conditions of Approval
302 S. Taylor Road Being a 0.102 of one acre tract of land out of a tract of land adjacent to Lot 176 & 186, John H. Shary Subdivision	To Keep a Portable Building for Office Use	<ol style="list-style-type: none"> 1 year re-evaluation to assess the need Compliance with all City Codes (Building, Fire, and Health Codes, etc.), and CUP not to be transferable to others

READ, CONSIDERED AND PASSED, this the 13th day of January, 2025.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4**TABLED****CONDITIONAL USE PERMIT
RENEWAL:**

To Keep a Portable Building for Office Use
 302 S. Taylor Road
 Being a 0.102 of one acre tract of land out
 of a tract of land adjacent to Lot 176 & 186,
 John H. Shary Subdivision
 C-3
 Best Assets, LLC (c/o Ryan Stauffer)

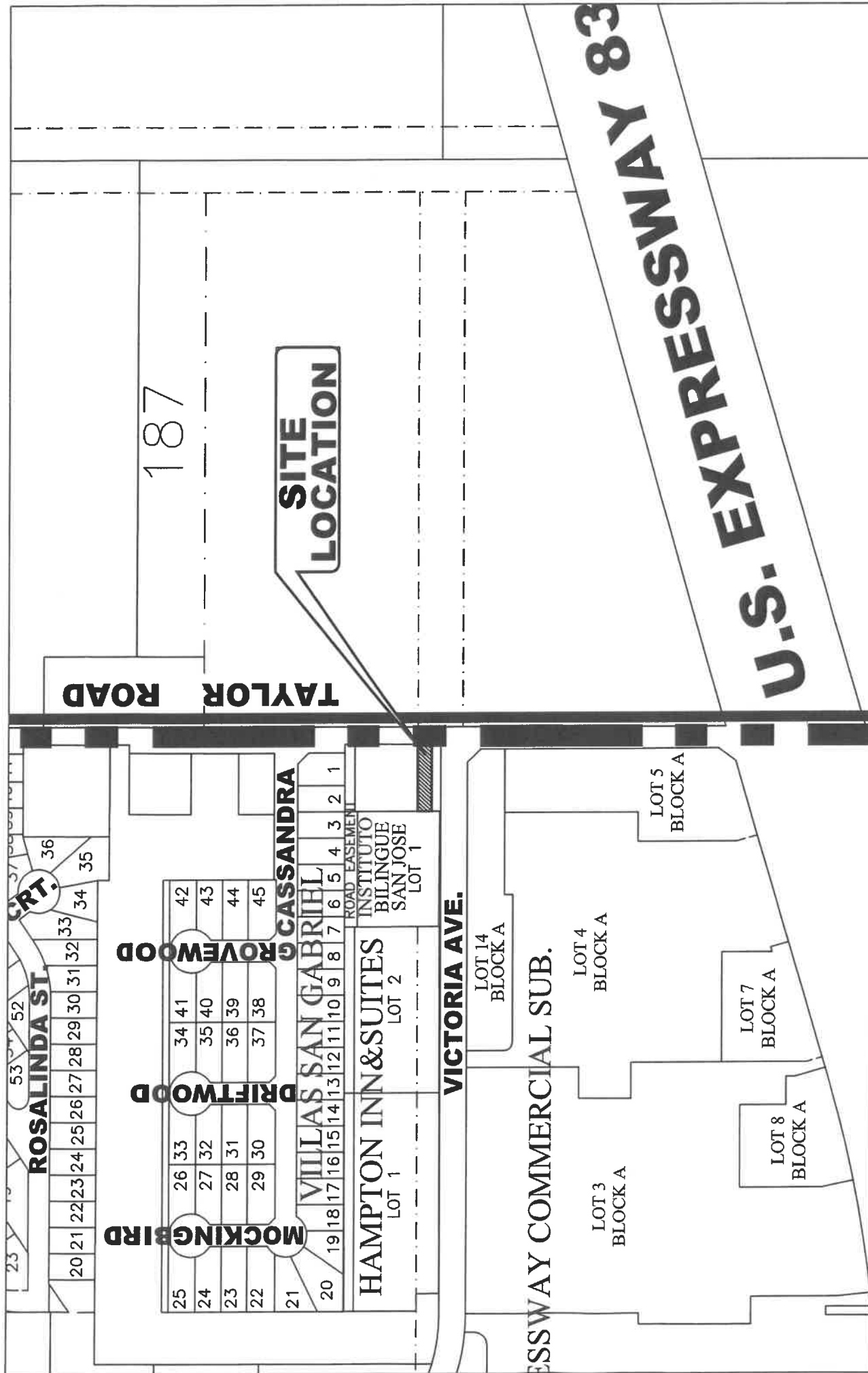
REVIEW DATA


The subject site is located on the northwest corner of Victoria Avenue and Taylor Road. The applicant desires to keep the 12' x 64' modular office for the general contractor of the Jeep dealership. Access to the site is off of Victoria Street & Taylor Road. The last CUP approved for this location was on October 23, 2023 for a period of 1 year.

- **Days/Hours of Operation:** Monday – Friday from 8:00 a.m. to 5:00 p.m.
- **Staff:** 3 employees
- **Parking:** Based on the square footage of the building a total of 5 parking spaces are required. The parking requirements are being met.

REVIEW COMMENTS: It is not uncommon to have portable buildings to be used as an office. Staff knows that having a portable building may not be a long-term desire of the City when considering aesthetics. Thus, perpetual (CUP) monitoring will be the norm where, one day the portable will need to be upgraded with an on-site built structure. Staff mailed out 12 notices to property owners within 200' radius and staff has not received any comments in favor or against this request.

RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation in order to continue to assess this operation, 2) continued compliance with all City Codes, (Building, Fire, Parking, etc.), and 3) CUP not transferable to others.

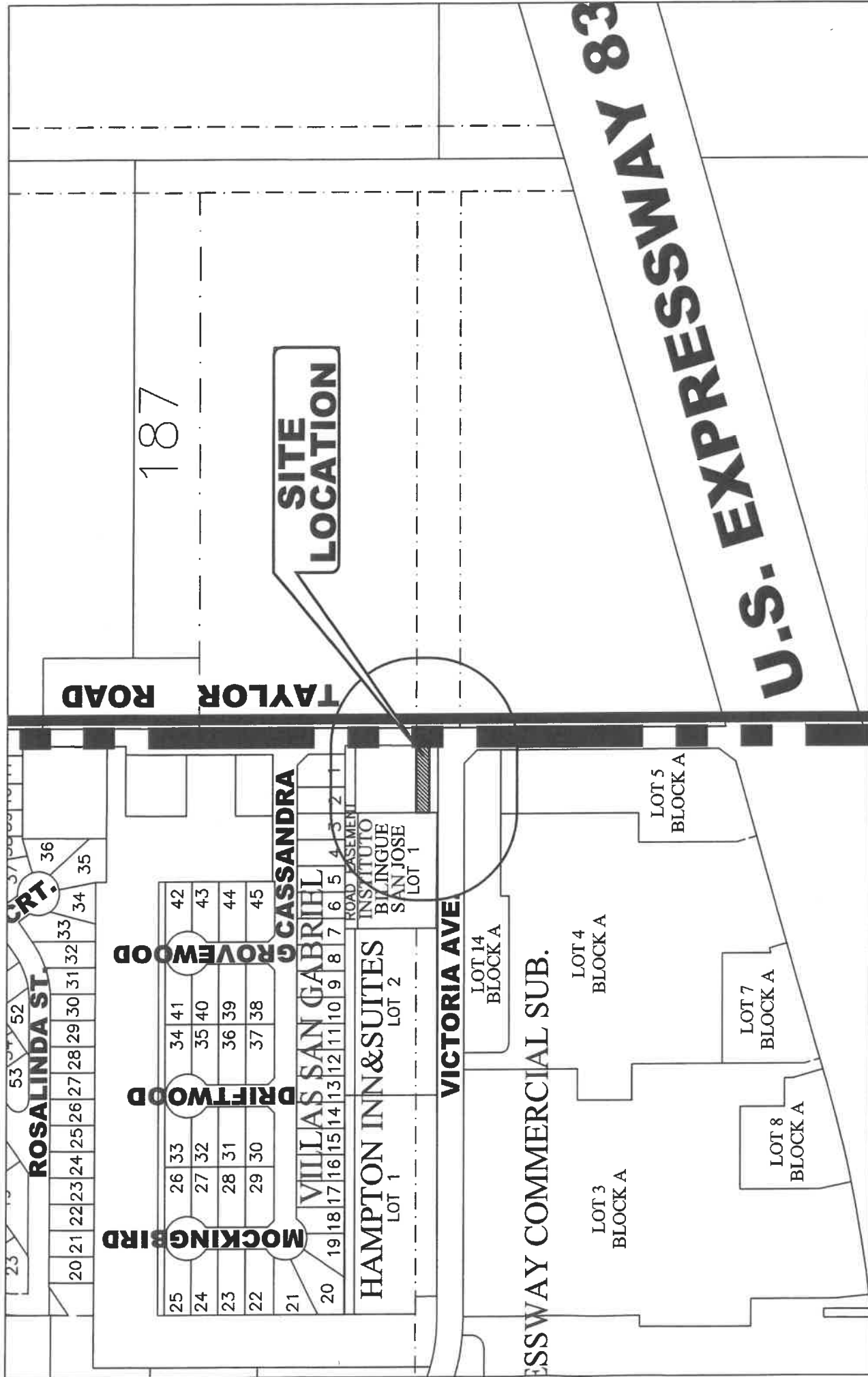




CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 380-8672
 FAX: (956) 380-8680

Item 13.

No.



200' RADIUS MAILOUT MAP

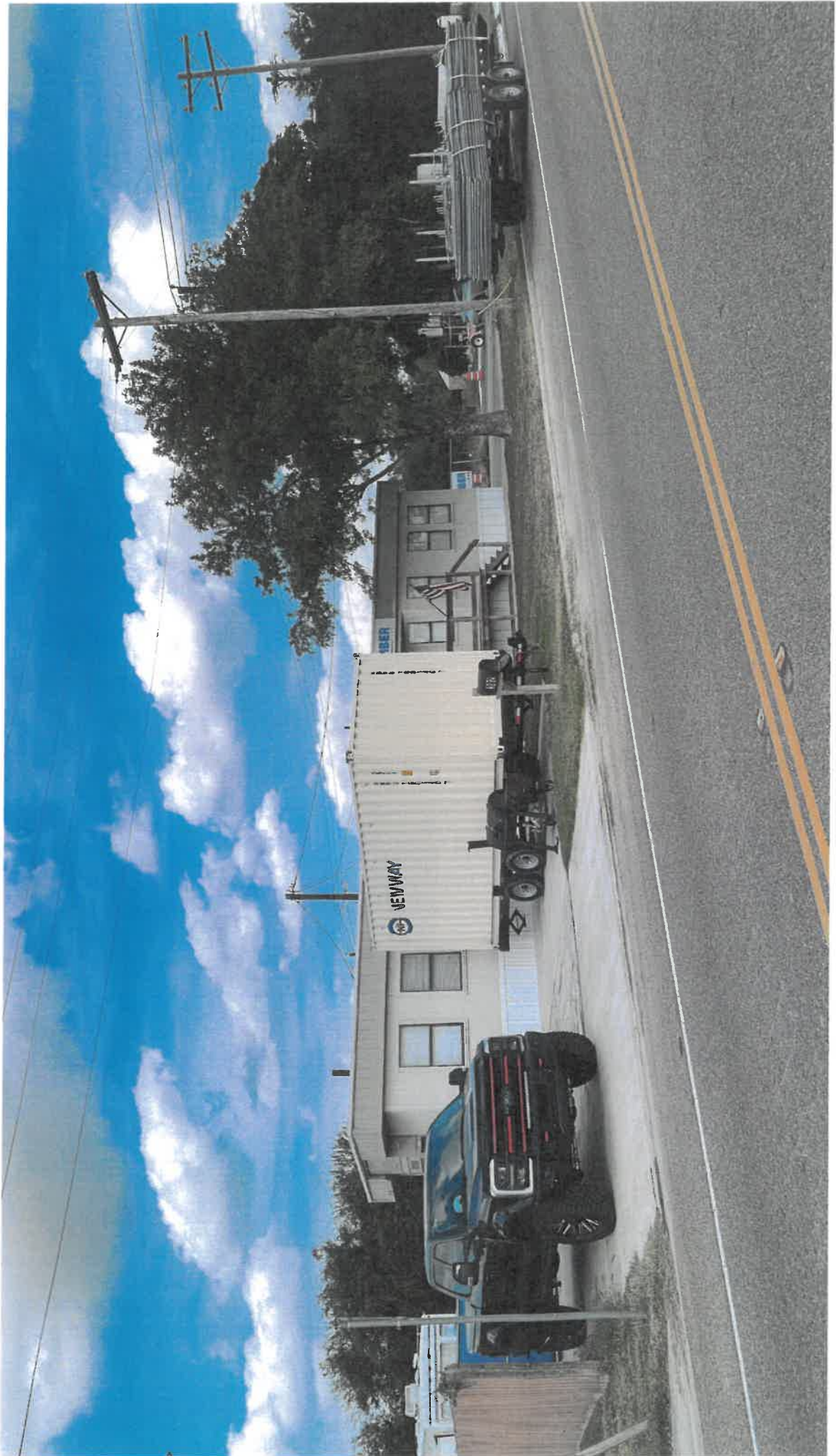


CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-6672
 FAX: (956) 580-6660

Item 13.

No.









S2950-00-000-0186-35 (280987)
RODRIGUEZ JULIA
300 S TAYLOR
MISSION TX 78572

S2950-00-000-0186-36 (280988)
RAY JACK W & CARLOS J
210 S TAYLOR RD
MISSION TX 78572

S2979-00-00A-0004-00 (707593)
SHARY RETAIL LTD
BRUSNIAK TURNER FINE LLP
500 NORTH BROADWAY SUITE 201
JERICO, NY 11753

S2979-00-00A-0005-00 (707594)
SHARY RETAIL LTD
BRUSNIAK TURNER FINE LLP
500 NORTH BROADWAY SUITE 201
JERICO, NY 11753

S2979-00-00A-0014-00 (707603)
SHARY RETAIL LTD
BRUSNIAK TURNER FINE LLP
500 NORTH BROADWAY SUITE 201
JERICO, NY 11753

S2950-00-000-0186-58 (727429)
BEST ASSETS LLC
PO BOX 1809
MCALLEN TX 78505

I4060-00-000-0001-00 (897865)
SJEP MANAGEMENT LLC
2519 VICTORIA AVE
MISSION TX 78572

V3851-00-000-0001-00 (898482)
SOTO ALEXANDER & AMPARO
2808 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0002-00 (898484)
SOSA VICTOR EMMANUEL JARAMILLO
2806 CASSANDRA ST
MISSION TX 78572

V3851-00-000-0003-00 (898485)
IKAME LLC
2000 WESTMINSTER CIR
BROWNSVILLE TX 78521

V3851-00-000-0004-00 (898486)
DIANA O MARTINEZ
2518 N 6TH ST
MCALLEN TX 78501



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Minutes – Carrillo
 Regular Meeting – December 16, 2024

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



MINUTES

PRESENT:

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

ABSENT:

ALSO PRESENT:

Leopoldo Garza
Brenda Enriquez
Deandee Balli
Esther Salinas

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Susie de Luna, Interim Planning Director
Steven Kotsatos, Health Director
Vidal Roman, Finance Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Abram Ramirez, IT Director
Yenni Espinoza, Library Director
Roel Mendiola, Sanitation Director
Michael Elizalde, Dir. of Grants & Strategic Dev.
Joel Chapa, Police Officer
Kenia Gomez, Media Relations Director
Humberto Garcia, Media Relations
JC Avila, Fleet Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 3:04 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Councilman Alberto Vela led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

Mayor Pro Tem Plata has one on file for executive session item number two.

PRESENTATIONS

1. Presentation of 20, 25, 30 & 35 Year Service Award Recipients – Munguia

Noemi Munguia, Human Resources Director, stated that this year there were a total of 81 service awards presented of which 18 had 20 years of service, 4 had 25 years of service, 2 had 30 years of service, and 1 had 35 years of service. Ms. Munguia continued to present the

recipients for 20, 25, 30 and 35 years of service. Each recipient was given a plaque as recognition for their dedicated years of service with the City of Mission.

Councilwoman Jessica Ortega joined the meeting at 3:10 p.m.

Mayor Pro Tem Plata joined the meeting at 3:14 p.m.

2. Presentation by Veteran's Land Board – Hernandez

Mary Hernandez, Veterans Cemetery Director, introduced Dr. John Kelley, Director of the Texas State Veterans Cemetery Land Board. Dr. Kelley offered his greetings from Austin, and mentioned that every year a customer satisfaction survey was sent out to all next of kin. The very first question on each survey was, "Overall, are you satisfied with the service you received. In 2021, the RGV State Cemetery received a 97.1%, in 2022 they received a 98.12%, in 2023 they received 99.03% and in 2024 they received an outstanding 99.11%. He thanked the council and city manager for having such wonderful staff members.

3. Texas Monthly Recognition of Ana Liz Pulido "Top 50 Best Tacos in Texas" - Teclo Garcia

Belen Guerrero, MEDC COO, proudly presented Ana Liz Pulido and congratulated her for her recent spot on Texas Monthly's Top 50 Best Tacos in Texas. Texas monthly made their way throughout the state in search of the best tacos in Texas. Ms. Pulido, winner of the James Beard Foundation Award for Best Chef in 2024, earned the top spot on the list of Best Tacos with her authentic cooking.

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

Jennifer Vasquez, Rio Grande Valley Humane Society Interim Executive Director, gave an update on the overall operations of the shelter for the months of October and November. The save rate for the month of October was at 90% a total of 121 animals were rescued, 79 animals were adopted, 3 were reclaimed, 19 returned to field, 12 died in care and 0 were euthanized. 119 pets were served at the low-cost clinic and there were a total of seven adoption events. The save rate for the month of November was at 84.5% a total of 108 animals were rescued, 111 animals were adopted, 2 were reclaimed, 9 returned to field, 7 died in care and 1 were euthanized. 161 pets were served at the low-cost clinic and there were a total of nine adoption events.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, spoke about upcoming events such as: Holiday Mixer at Waterford Gardens on December 19th. Ms. Enriquez announced that the Annual Member Satisfaction Survey was sent out and they were still pending feedback. They would also be ending out an Advocacy & Governmental Affairs Survey as well.

6. Departmental Reports – Perez

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

7. Citizen's Participation – Garza

None

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

8. Rezoning: A 2.44 acre tract of land out of the 7.8 acres out of the Fernandez Strip out of Porcion 52, from (R-2) Duplex-Fourplex to (C-3) General Business, Sandra Tamez, and Adoption of Ordinance#_____ - De Luna

On November 20, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 1,660' South of Mile One South Road along the west side of S. Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended denial.

Staff and City Manager recommended denial.

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

Daniela, spoke on behalf of Ms. Tamez, was in favor of the request.

Mayor Garza was concerned with the shape of the rezoning and wanted to review all options prior to making a decision.

No Action was taken on this item.

9. Rezoning: A 0.99 of an acre tract of land being the South 254' of the West 170' of Lot 26-9, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Sanjuana V. Garcia Serna, and Adoption of Ordinance#5578 - De Luna

On December 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 1,280' North of E. Griffin Parkway on the East side of N. Mayberry 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.

Zoraida Garcia, applicant's sister, stated that they were subdividing the property for the family.

Mayor Pro Tem Plata moved to approve the Rezoning: A 0.99 of an acre tract of land being the South 254' of the West 170' of Lot 26-9, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Sanjuana V. Garcia Serna, and Adoption of Ordinance#5578. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5578

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 0.99 OF AN ACRE TRACT OF LAND BEING THE SOUTH 254'
OF THE WEST 170' OF LOT 26-9, WEST ADDITION TO SHARYLAND, (AO-I)
AGRICULTURAL OPEN INTERIM TO (R-1) SINGLE FAMILY RESIDENTIAL

10. Conditional Use Permit: Guest House on Residential Property, 2001 Oleander Drive, Lot 20, Lots 18, 19, & 20, Oleander Estates Unit A, R-1, Herminio Sanchez, Adoption of Ordinance #5579 - De Luna

On November 20, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 1,314' east of Moorefield Road along the southside of Oleander Drive. 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.

Ms. Sanchez spoke in favor of this request.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Guest House on Residential Property, 2001 Oleander Drive, Lot 20, Lots 18, 19, & 20, Oleander Estates Unit A, R-1, Herminio Sanchez, Adoption of Ordinance #5579. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5579

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A GUEST HOUSE ON RESIDENTIAL
PROPERTY, 2001 OLEANDER DRIVE, LOT 20, LOTS 18, 19, 20, OLEANDER ESTATES UNIT
A

11. Conditional Use Permit: Institutional Use (New Mausoleum) in an AO-I Zone, 3611 N. Taylor Road, All of Valley Memorial Gardens West Garden of Glory Phase 3 Subdivision, AO-I, Valley Memorial Gardens, Adoption of Ordinance #5580 - De Luna

On November 20, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located ½ mile north of Mile 2 Road along the west side of 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.

No Comments.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Institutional Use (New Mausoleum) in an AO-I Zone, 3611 N. Taylor Road, All of Valley Memorial Gardens West Garden of Glory Phase 3 Subdivision, AO-I, Valley Memorial Gardens, Adoption of Ordinance #5580. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

ORDINANCE NO. 5580

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR INSTITUTIONAL USE (NEW MAUSOLEUM)
IN AN AO-I ZONE, 3611 N. TAYLOR ROAD, ALL OF VALLEY MEMORIAL GARDENS WEST
GARDEN OF GLORY PHASE 3 SUBDIVISION

12. Conditional Use Permit: To Keep a RV “Temporarily” To care for Health Stricken Parent, 4034 Lopez Street, Lots 37-40, Block 9, Madero Tex Townsite, AO-I, Ofelia Cisneros, Adoption of Ordinance #5581 - De Luna

On December 4, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 100’ north of Bogamilla Street along the West side of Lopez 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.

Ofelia Cisneros, applicant, stated she wanted to add to her mother’s home and was in favor of this request.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: To Keep a RV “Temporarily” To care for Health Stricken Parent, 4034 Lopez Street, Lots 37-40, Block 9, Madero Tex Townsite, AO-I, Ofelia Cisneros, Adoption of Ordinance #5581. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5581

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO KEEP A RV “TEMPORARILY” TO CARE FOR
HEALTH STRICKEN PARENT , 4034 LOPEZ STREET, LOTS 37-40, BLOCK 9, MADERO TEX
TOWNSITE

13. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – 100% Antojitos Mexicanos, 2306 E. Interstate Hwy 2, Ste. 1 & 2, Lot 1, Cimarron Crossing Ph. I Subdivision, C-3, 100% Antojitos Mexicanos, Inc. Adoption of Ordinance #5582 - De Luna

On December 4, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located near the SE corner of J.R. Drive and Expressway 83 along the Frontage 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.

No Comments.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – 100% Antojitos Mexicanos, 2306 E. Interstate Hwy 2, Ste. 1 & 2, Lot 1, Cimarron Crossing Ph. I Subdivision, C-3, 100% Antojitos Mexicanos, Inc. Adoption of Ordinance #5582 for life of use. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

ORDINANCE NO. 5582

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 – 100% ANTOJITOS MEXICANOS, 2306 E. INTERSTATE HWY 2,
STE. 1&2, LOT 1, CIMARRON CROSSING PH. I SUBDIVISION

14. Preliminary & Final Re-Plat Approval: Re-Plat of Mar Subdivision, Lot 28, Lot 43, and Common Lots B, C, and D, a 0.92 acre tract of land composed of a 0.263 of an acre tract of land, more or less, being all of Common Area “B” and Lot 28, all of a common area “C” and Lot 43, and all of Common Area “D” out of the Mar Subdivision, R-1T, Developer: LAC Enterprises, Engineer: Benavides Engineering, LLC, - De Luna

On December 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Re-Plat Approval for Mar Subdivision. The subject site was located on the West side of N. Shary Road intersecting El Dorado Street and N. Shary 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.

No Comments.

Mayor Pro Tem Plata moved to approve Preliminary & Final Re-Plat Approval: Re-Plat of Mar Subdivision, Lot 28, Lot 43, and Common Lots B, C, and D, a 0.92 acre tract of land composed of a 0.263 of an acre tract of land, more or less, being all of Common Area “B” and Lot 28, all of a common area “C” and Lot 43, and all of Common Area “D” out of the Mar Subdivision, R-1T, Developer: LAC Enterprises, Engineer: Benavides Engineering, LLC. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

CONSENT AGENDA

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

15. Approval of Minutes – Carrillo

Regular Meeting – November 12, 2024

Special Meeting – November 21, 2024 and December 10, 2024

16. Acknowledge Receipt of Minutes – Perez

Speer Memorial Library Board – September 17, 2024

Mission Civil Service Commission – November 5, 2024

Parks & Recreation Board – October 8, 2024

Traffic Safety Committee – June 18, 2024

Planning & Zoning Commission – September 4, September 18, October 2, October 16, November 6, 2024

Traffic Safety Committee – June 18, 2024

17. Approval of Ordinance # 5569 repealing Ordinance 4690 Animal Rescue and Adoption Advisory Board and Ordinance 3793 Juvenile Justice and Delinquency Prevention Advisory Board and any subsequent Ordinances related to the establishment, purpose or function of the Advisory Boards are hereby repealed in their entirety – Carrillo

The Animal Rescue and Adoption Advisory Board and Juvenile Justice and Delinquency Prevention Advisory Board created by Ordinance were being repealed along with any subsequent ordinances related to the establishment purpose or function of the advisory boards are hereby repealed in their entirety. The boards had been inactive for the last several years.

ORDINANCE NO. 5569

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
 REPEALING ORDINANCE 4690 ANIMAL RESCUE AND ADOPTION ADVISORY BOARD AND
 ORDINANCE 3793 JUVENILE JUSTICE AND DELINQUENCY PREVENTION ADVISORY
 BOARD AND ANY SUBSEQUENT ORDINANCES RELATED TO THE ESTABLISHMENT,
 PURPOSE OR FUNCTION OF THE ADVISORY BOARDS ARE HEREBY REPEALED IN THEIR

ENTIRETY

18. Approval of Ordinance # 5570 Amending Article III Emergency Medical Vehicles Division I Section 30-162 (B) Ambulance Board; Purpose: Membership: Responsibilities – Carrillo

The board would consist of seven members and no alternates. Removing that the city Health Officer or designee shall be an appointed member to the board and removing the 911 emergency provider and the 911 backup-provider as ex officio member. Revising the term of appointment to a three-year term with the appointments effective January 1, 2025.

ORDINANCE NO. 5570

AN ORDINANCE OF THE CITY OF MISSION, TEXAS AMENDING ARTICLE III EMERGENCY MEDICAL VEHICLES DIVISION I SECTION 30-162 (B) AMBULANCE BOARD; PURPOSE: MEMBERSHIP: RESPONSIBILITIES.

19. Approval of Ordinance # 5571 Amending, Article III Golf Course Advisory Board, Section 70-82 Composition of the City of Mission Code of Ordinances – Carrillo

Section 70-82 Composition would be amended as followed: The municipal golf course advisory board shall be composed of seven members who are residents or are employed by an entity located within the city of Mission.

ORDINANCE NO. 5571

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING, ARTICLE III GOLF COURSE ADVISORY BOARD, SECTION 70-82 COMPOSITION OF THE CITY OF MISSION CODE OF ORDINANCES

20. Approval of Ordinance # 5572 Amending Chapter Two Administration, Article III Boards, Committees & Commissions, Division 5 Youth Advocacy Advisory Board, Section 2-151 Created; Composition and Section 2-152 Membership (B) of the City of Mission Code of Ordinances – Carrillo

Ordinance would reduce the number of members from eleven to nine. Revising the term of office to a three year term to be effective with appointments effective January 1, 2025.

ORDINANCE NO. 5572

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING CHAPTER TWO ADMINISTRATION, ARTICLE III BOARDS, COMMITTEES & COMMISSIONS, DIVISION 5 YOUTH ADVOCACY ADVISORY BOARD, SECTION 2-151 CREATED; COMPOSITION AND SECTION 2-152 MEMBERSHIP (B) OF THE CITY OF MISSION CODE OF ORDINANCES

21. Approval of Ordinance # 5573 Amending Appendix A – Zoning; Article IV providing for the Zoning Board of Adjustment and Appeals, quorum, procedures for appeals and powers of the board of the City of Mission Code of Ordinances – Carrillo

Zoning Board of Adjustments and Appeals board would consist of five members and no alternates. Revising the term of office to a three year term to be effective with appointments effective January, 2025.

ORDINANCE NO. 5573

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING APPENDIX A – ZONING; ARTICLE IV. - PROVIDING FOR THE BOARD OF ADJUSTMENT AND APPEALS, QUORUM, PROCEDURES FOR APPEALS AND POWERS OF THE BOARD OF THE CITY OF MISSION CODE OF ORDINANCES

22. Approval of Ordinance # 5574 Amending, Article II Administration, Division 2 Traffic Safety Committee, Section 110-62 Membership of the City of Mission Code of Ordinances – Carrillo

Section 70-82 Membership be amended as followed: The traffic safety committee shall be composed of seven members to be appointed by the mayor with the advice and consent of the city council.

ORDINANCE NO. 5574

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING, ARTICLE II ADMINISTRATION, DIVISION 2 TRAFFIC SAFETY COMMITTEE, SECTION 110-62 MEMBERSHIP OF THE CITY OF MISSION CODE OF ORDINANCES

23. Approval of Resolution # 1936 accepting and filing certificate of completion for Mayor Norie Gonzalez Garza, City Manager Mike R. Perez and Finance Director Vidal Roman for the TML Public Investment Fund Training held on December 5 and 6, 2024 – Roman

Norie Gonzalez Garza, Mayor Mike R. Perez, City Manager and Vidal Roman, Finance Director participated and completed the TML Public Investments Fund Training held on December 5 and 6, 2024 in San Antonio, Texas in accordance with Chapter 2256 of the Government Code requiring municipalities to maintain compliance with the Public Investments Funds Act.

RESOLUTION NO. 1936

A RESOLUTION OF THE CITY OF MISSION CITY COUNCIL ACCEPTING AND FILING THE CERTIFICATE OF COMPLETION FOR CITY MANAGER MIKE R. PEREZ AND FINANCE DIRECTOR VIDAL ROMAN FOR THE TML PUBLIC INVESTMENTS FUND TRAINING CONDUCTED BY THE TEXAS MUNICIPAL LEAGUE

24. Authorization to extend the lease for one (1) 2020 Chevrolet Tahoe 2WD 4dr Wgn LT from D&M Leasing Company (Buyboard #744-24) in the amount of \$13,357.79 – Avila

The Mission Police Department WAS seeking authorization the extend the lease for one (1) 2020 Chevrolet Tahoe 2WD 4dr Wgn LT from D&M Leasing Company (Buyboard contract #744-24) to be used by its officers. The Chevrolet Tahoe would be leased for an extended 12-month term. Monthly debt service (including principal and interest) would be \$1,176.13. The total purchase capitalized cost for the lease extension amounts to \$13,357.79.

25. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2026 STEP Comprehensive Enforcement Grant in the amount of \$45,000 with an in-kind 20% match from the City – Torres

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the STEP Comprehensive Enforcement Grant for fiscal year 2026, in the amount of \$45,000.00. This grant would require an in-kind 20% match from the City of Mission. This funding will enhance our traffic enforcement measures and contribute to safer roadways for our community members.

26. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2026 STEP Commercial Motor Vehicle (CMV) Grant in the amount of \$35,000 with an in-kind 20% match from the City – Torres

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the STEP Commercial Motor Vehicle (CMV) Grant for fiscal year 2026, in the amount of \$35,000.00. This grant would require an in-kind 20% match from the City of Mission. This grant would assist the police department to focus on enforcement of commercial vehicle regulations, which is crucial for maintaining road safety and compliance.

27. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini – Operation Slow Down Grant in the amount of \$4,000 with an in-kind 20% match from the City – Torres

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini Grant – Operation Slow Down, in the amount of \$4,000.00. This grant would require an in-kind 20% match from the City of Mission. This grant would assist the police department during a two-week enforcement operation focused on reducing roadway deaths caused by speeding.

28. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini Grant – Click It or Ticket in the amount of \$4,000 with an in-kind 20% match from the City – Torres

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini Grant – Click It or Ticket, in the amount of \$4,000.00. This grant would require an in-kind 20% match from the City of Mission. This grant would support a two-week enforcement effort aimed at increasing seatbelt usage and reducing fatalities among unrestrained occupants.

29. Authorization to award bid to SOARD Solutions for the purchase of two drones and accessories in the amount of \$46,236 – Torres

The City of Mission had received and opened (2) Bid responses for two drones and accessories for the City of Mission Police Department. Staff recommended awarding the bid to SOARD Solutions LLC, as they were the only bidder that met all specifications and conditions for the amount of \$46,236.00. BID #25-064-11-04

30. Authorization to purchase (27) twenty-seven bulletproof vests for police officers, totaling \$32,122.50, using bulletproof vest grant funds with respective budget amendment – Torres

The Mission Police Department was seeking authorization to purchase (27) twenty-seven bulletproof vests for police officers. This purchase would be made with bulletproof vest grant funds. The total purchase amount is \$32,122.50. This purchase would be made from GT Distributors (buyboard #698-23).

31. Authorization to submit a grant application to the Texas Department of Transportation (TXDOT) for a General Grant Proposal for in house registered nurse phlebotomy program – Torres

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation (TxDOT) for a general grant proposal. TXDOT's general grant proposal funds several projects, including our current phlebotomy program (Registered

Nurse Grant). As part of this grant proposal, we would like to request \$150,000 to continue funding the current phlebotomy program (Registered Nurse Grant). Also as part of this proposal, we would like to request \$25,000 to fund traffic safety supplies/gear/training for our Community Oriented Policing Services Bureau. There was a match requirement from the City of Mission. The City of Mission will request TxDOT's approval for an in-kind match (previously approved in another grant). By matching with in-kind, the City of Mission's cash match will be zero.

32. Authorization to purchase computers and accessories from Dell at a cost of \$28,108.40 utilizing DIR-TSO-3763 contract – Ramirez

Authorization to purchase computers and accessories to outfit new patrol vehicles from Dell at a cost of \$28,108.40 utilizing DIR-TSO-3763 contract.

33. Authorization to approve second and final one-year renewal option for Bandwidth Internet Services, RFB 21-008-11-02, from Smartcom Telephone, LLC at a cost of \$695 per month -Ramirez

Authorization to approve the second and final one-year renewal option for Bandwidth Internet Services from Smartcom Telephone, LLC Bid No. 21-008-11-02 at a cost of \$695 per month. The contract terms were for three (3) years with option to renew for additional two (2) consecutive, one (1) year periods at the end of the service period.

34. Authorization to purchase security cameras from Telepro Communications at a cost of \$51,504.39 utilizing TIPS 230105 contract – Ramirez

Authorization to purchase security cameras from Telepro Communications at a cost of \$51,504.39 utilizing TIPS 230105 contract.

-Replace/add end of life security cameras and cabling to Sanitation(6), Golf(16) and South Water Plant(12).

35. Authorization for ratification of purchase of Microsoft Office G1 yearly subscription renewal 2024-2025 second year agreement from SHI at a cost of \$63,194.40 utilizing DIR-CPO-5237 contract- Ramirez

Authorization for ratification of purchase of Microsoft Office G1 yearly subscription renewal 2024-2025 second year agreement from SHI at a cost of \$63,194.40 utilizing DIR-CPO-5237 contract. Agreement 01E73535

- Email (E-discovery, archiving, security)
- Communications (Chat and cloud collaboration)
- Document Cloud Storage
- Endpoint Security

36. Approval of Resolution No.1937 authorizing the submission of a grant application for the Hazard Mitigation Grant Program to Texas Department of Emergency Management in the amount of \$600,000 with a 25% match requirement from the City – Elizalde

Seeking resolution to authorize the submission of a grant application for the Hazard Mitigation Grant Program to Texas Department of Emergency Management. The request of \$600,000 would support the acquisition of a generator at the city's water plant. The program required a 25% match.

RESOLUTION NO. 1937

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION AND ACCEPTANCE OF THE GRANT APPLICATION AND AWARD FOR THE HAZARD MITIGATION GRANT PROGRAM; FEMA DR-4798 TO THE TEXAS DEPARTMENT OF EMERGENCY MANAGEMENT

37. Approval of Resolution No. 1938 authorizing execution of an advance funding agreement with the Texas Department of Transportation and the City of Mission in the amount of \$200,000 for comprehensive trail development – Elizalde

Seeking resolution authorizing the execution of an advance funding agreement with the Texas Department of Transportation and the City of Mission for the FY24 Transportation Alternative Set-Aside Program. The City of Mission was awarded a grant in the amount of \$200,000 for the program. The city sought to utilize the funding for the implementation of a city-wide assessment and development of a comprehensive study that will identify alternative transportation networks and modes throughout city limits.

RESOLUTION NO. 1938

RESOLUTION AUTHORIZING EXECUTION OF AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR 2023-2024 TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) PROGRAM

38. Authorization to submit and accept grant award from the Walmart Foundation for the FY24 Local Community Grant Program in the amount of \$7,500 with respective budget amendment- Elizalde

The city was requesting authorization to request and accept a grant award to the Walmart Foundation for the FY24 Local Community Grant Program. The grant funds would be used to support city events through acquiring supplies and equipment needed. The total grant award was \$7,500 and requires no match.

39. Authorization to submit grant application for the FY23 Assistance to Firefighters Grant Program to the US Department of Homeland Security for the purchase of EMS equipment in the amount of \$180,000 with a 10% cash match – Elizalde

The Mission Fire Department was seeking authorization to submit a grant application to DHS, FEMA, for the 2023 Assistance to Firefighters Grant Program (AFG) for the purchase of EMS equipment in the amount of \$180,000. The program required a 10% cash match and provided support for Firefighter Operations and Safety Equipment.

40. Authorization to accept grant award for FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program in the amount of \$12,134 from the U.S. Department of Justice-Bureau of Justice Assistance to acquire six body-worn cameras with respective budget amendment- Elizalde

On December 5, 2024, the Mission Police Department was awarded \$12,134 from the FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program with the U.S. Department of Justice-Bureau of Justice Assistance. The project would allow the department to acquire six (6) body-worn cameras for daily operations of sworn officers. The program does not have a match requirement.

41. Authorization to extend Second & Final One-Year renewal for Odor Control Chemical with Kay Jay Services & Supplies for the Public Works Department Waste Water Treatment Plants – Terrazas

The City of Mission entered into an agreement with Kay Jay Services & Supplies for the purchase of Odor Control Chemical. The contract term was for one year with two one-year renewal options. Orders would be placed on an as needed basis for a one-year base term with a 5% increase. This would extend Bid No. 23-028-10-31 from December 19, 2024 through December 18, 2025.

Odor Control Liquid Drums \$346.73, with 5% increase \$364.07

Odor Control Solid Case \$67.64, with 5% increase \$71.02

42. Approval of amended master agreement with Carr, Riggs & Ingram, LLC- V Roman

Discussion and consideration to execute an amended master agreement with Carr, Riggs & Ingram, LLC. Staff is requesting approval of the amended master agreement with Carr, Riggs & Ingram, LLC.

43. Approval of a budget amendment for gym equipment for the Mission Police Department, totaling \$26,079.98, using state forfeiture funds – Torres

The Mission Police Department was seeking authorization to purchase gym equipment for the police department, as the current gym equipment is outdated or defective. This purchase would be made with state forfeiture funds from different authorized vendors. The purchase of wrestling/MMA mats from AK Athletic Equipment INC (vendor #60495) totals \$1,894.17. The purchase of strength training and conditioning gym equipment and rubber flooring from 360 Sports LLC (vendor #60490) totals \$24,185.81. The total expense for all the gym equipment, using state forfeiture funds, was \$26,079.98.

Councilwoman Jessica Ortega moved to approve all consent agenda items 15 thru 43 and as presented. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

Councilwoman Ortega requested that Mr. Michael Elizalde present items 36 through 40 so that the community could be aware of the grant funds coming in for upcoming projects

APPROVALS AND AUTHORIZATIONS

44. Preliminary Plat Approval: Conway Village Subdivision, Being 19.118 acre tract of land out of Lot 36-6, West Addition to Sharyland Subdivision, Suburban E.T.J., Developer: Rimaga, LLC, Engineer: Lopez Engineering Designs, LLC - De Luna

On December 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Conway Village Subdivision. The subject site was located on the southwest corner of W. St. Francis and Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Conway Village Subdivision, Being 19.118 acre tract of land out of Lot 36-6, West Addition to Sharyland Subdivision, Suburban E.T.J., Developer: Rimaga, LLC, Engineer: Lopez Engineering Designs, LLC. Motion was seconded by Councilman Vela and approved unanimously 5-0.

45. Preliminary Plat Approval: Bellwood Manor Subdivision, A tract of land containing 26.79 acres of land being part or portion of Lot 39, Lot 40, Lot 41, and a 70.00' strip of canal Right-of-Way between Lot 40 and Lot 41, Bell-Woods Company's Subdivision "C", R-2, Developer: DS3 Development, LLC, Engineer: S2 Engineering, PLLC - De Luna

On November 20, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Bellwood Manor Subdivision. The subject site was located on the East side of N. Trosper Road approximately 1,970' North of W. 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 Pro Tem Plata moved to approve the Preliminary Plat Approval: Bellwood Manor Subdivision, A tract of land containing 26.79 acres of land being part or portion of Lot 39, Lot 40, Lot 41, and a 70.00' strip of canal Right-of-Way between Lot 40 and Lot 41, Bell-Woods Company's Subdivision "C", R-2, Developer: DS3 Development, LLC, Engineer: S2 Engineering, PLLC. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

46. Request by Halff Associates to establish a development bond for the Anzalduas Logistics Center to enable recording process of the subdivision without having all the utilities completed – De Luna

On December 4, 2024, staff received a request by Angelica Neira- Project Manager of Halff Associates to have the City Council consider allowing her to establish a development bond for Anzalduas Logistics Center in lieu of installing utilities prior to recording. The purpose of getting the plat recorded was so that they can construct the building and do the infrastructure at the same time.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Request by Halff Associates to establish a development bond for the Anzalduas Logistics Center to enable recording process of the subdivision without having all the utilities completed. Motion was seconded by Councilman Vela and approved unanimously 5-0.

47. Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph II Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna

On November 21, 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 Anzalduas Industrial Park Ph II Subdivision in the amount of \$174,249.50 to enable the recording process of the subdivision without having all the infrastructure completed. The sole purpose of getting the plat recorded was for the sale of lots.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph II Subdivision to enable recording process of the subdivision without having all the infrastructure completed. Motion was seconded by Councilman Vela and approved unanimously 5-0.

48. Request by M2 Engineering, PLLC to establish a surety bond for The Reserve on Taylor Subdivision to enable recording process of the subdivision without having all infrastructure completed – De Luna

On November 5, 2024, staff received a request by Emigdio Salinas, P.E. from M2 Engineering, PLLC, on behalf of Elite Development 786, LLC to have the City Council consider allowing him to establish a surety bond in the amount of \$16,600 for The Reserve on Taylor Subdivision to

cover the remaining amount of construction, and furthermore the 50% Engineer's Opinion of Probable Construction Cost (EOPCC) for 22nd Street. The request is to enable the recording process of the subdivision without having all the infrastructure completed with the condition that 22nd Street be designed within the next. The sole purpose of getting the plat recorded was for the sale of lots.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the Request by M2 Engineering, PLLC to establish a surety bond for The Reserve on Taylor Subdivision to enable recording process of the subdivision without having all infrastructure completed with the condition that 22nd Street be designed within the next 60 days. Motion was seconded by Councilman Plata and approved unanimously 5-0.

49. Authorize to enter into a Personal Services Contract under Tex. Local Gov't Code 252.022(a)(4) with Decibel Communications for services related to the 2025 City of Mission State of the City Address in the amount of \$59,800 to be paid for with sponsorship proceeds – K. Gomez

Seeking authorization to enter into a Personal Services Contract with Decibel Communications. Decibel Communications would provide labor, materials, and equipment for the Mayor's State of the City Address, covering event design, production, and visual content, while contributing creative ideas for the theme, design, and strategy.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to enter into a Personal Services Contract under Tex. Local Gov't Code 252.022(a)(4) with Decibel Communications for services related to the 2025 City of Mission State of the City Address in the amount of \$59,800 to be paid for with sponsorship proceeds. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

50. Board Appointments – Ambulance Board, Building Board of Adjustments, Citizen Advisory Committee, Civil Service Commission, Keep Mission Beautiful Beautification Committee, Mission Economic Development Authority, Mission Economic Development Corporation, Mission Education Development Council, Mission Historic Preservation Commission, Ordinance Review Committee, Parks and Recreation Board, Planning and Zoning Commission, Shary Golf Course Advisory Board, Special Events & Entertainment Committee, Speer Memorial Library Board, Tax Increment Reinvestment Zone, Traffic Safety Committee, Youth Advocacy Advisory Board, and Zoning Board of Adjustments – Carrillo

Board and Committee Appointments along with the recommendations by Mayor Norie Garza were as follows:

AMBULANCE BOARD – Re-appoint Rene Lopez and Victor Fonseca

BUILDING BOARD OF ADJUSTMENTS - Re-appoint Abel Beltran, Victor Meza and Ken Jones

CITIZENS ADVISORY COMMITTEE – Re-appoint Francisco Cadena, Marsha Terry, Zoreida Lopez, Lorenzo Garza and Roxanne Mendez

CIVIL SERVICE COMMISSION – Re-appoint Leopoldo Garza

KEEP MISSION BEAUTIFUL BEAUTIFICATION COMMITTEE – Re-appoint Lucille Cavazos, Mario Cantu and Lisa Salinas. Appoint Toni Chapa to replace Gavino Garza and Logan Dovalina to replace Roberto Trevino, Jr.

MISSION ECONOMIC DEVELOPMENT AUTHORITY - Re-appoint Richard Hernandez, Estella Saenz, Jose G. Vargas and Deborah Cordova and Marissa Gerlach alternate for Mayor position

MISSION ECONOMIC DEVELOPMENT CORPORATION - Re-appoint Richard Hernandez, Estella Saenz, Jose G. Vargas, Deborah Cordova, Julian Alvarez, Carl Davis and Marissa Gerlach alternate for Mayor position

MISSION EDUCATION DEVELOPMENT COUNCIL - Re-appoint Richard Hernandez, Estella Saenz, Jose G. Vargas, Deborah Cordova, Julian Alvarez, Carl Davis and Marissa Gerlach alternate for Mayor position

MISSION HISTORIC PRESERVATION COMMISSION – Re-appoint Julie Saenz, Irma Flores Lopez and Ariel King. Appoint Ruby Cardona to the vacant position

ORDINANCE REVIEW COMMITTEE – Re-appoint Dalia Robinson Anser. Appoint Isauro Trevino and Ned Sheats

PARKS & RECREATION BOARD – Re-appoint Tony Guerrero, Appoint Gilbert Sotelo to replace Karina Garza

PLANNING & ZONING COMMISSION – Re-appoint Diana Izaguirre, appoint Steven Alaniz as a regular member to replace JD Villarreal who is unable to continue to serve

SHARY GOLF COURSE ADVISORY BOARD – Re-appoint Martin Flores and Javier Barrera, Appoint Tom Lee to replace Carlo Garza

SPECIAL EVENTS & ENTERTAINMENT COMMITTEE – Re-appoint Paola Lopez and Kay Wolf

SPEER MEMORIAL LIBRARY BOARD – Re-appoint Lina Cantu Cruz, Rosemary Gallagher and Mayra Rocha. Appoint Jeff Taylor to replace Beth Blanton

TAX INCREMENT REINVESTMENT BOARD – Re-appoint Aissa I. Garza and appoint Andrew Riddle to replace Ricardo Perez who moved from the city

TRAFFIC SAFETY COMMITTEE - Re-appoint Brandon Lau and appoint Manuel Salinas to replace German Reyna

YOUTH ADVOCACY ADVISORY BOARD – Re-appoint Scott Meyer and Nanette Ortiz, Appoint Karina Garza to replace Christine Barrera

ZONING BOARD OF ADJUSTMENTS AND APPEALS – Re-appoint Alberto Salazar, Heraclio Flores, Jr and William F. Uckert

Staff and City Manager recommended approval.

Councilman Vela moved to approve the Board Appointments – Ambulance Board, Building Board of Adjustments, Citizen Advisory Committee, Civil Service Commission, Keep Mission Beautiful Beautification Committee, Mission Economic Development Authority, Mission Economic Development Corporation, Mission Education Development Council, Mission Historic Preservation Commission, Ordinance Review Committee, Parks and Recreation Board,

Planning and Zoning Commission, Shary Golf Course Advisory Board, Special Events & Entertainment Committee, Speer Memorial Library Board, Tax Increment Reinvestment Zone, Traffic Safety Committee, Youth Advocacy Advisory Board, and Zoning Board of Adjustments. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

51. Approval of Memorandum of Understanding between Mission EDC and the City of Mission related to Facility Maintenance Services for the CEED Building with respective budget amendment- Terrazas

Mission EDC staff was requesting the Mayor's execution of a Memorandum of Understanding (MOU) concerning facility maintenance services for the CEED building. By approving this MOU, the City of Mission would allocate its maintenance staff to carry out general maintenance services including routine inspections, basic repairs, HVAC maintenance, floor care, minor plumbing and electrical issues, groundskeeping, building and safety checks, and exterior maintenance, along with other services as outlined in the MOU. Mission EDC would compensate the City of Mission with \$50,000 annually for these services, effective upon the execution of the MOU by both parties, with the agreement set to expire on September 30, 2025. The Mission EDC Board of Directors approved the MOU on November 13, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Memorandum of Understanding between Mission EDC and the City of Mission related to Facility Maintenance Services for the CEED Building with respective budget amendment. Motion was seconded by Councilman Vela and approved unanimously 5-0.

52. Authorize Mayor to execute Affidavit for Economically Disadvantaged Counties (EDC) Program Application for Bridge Replacement with TxDOT funding – Terrazas

The application allowed the city to apply for the EDC reduction on the local participation for preliminary engineering and construction for bridge replacement at Old Military Rd. This would reduce the cost participation for the city after adjustment to \$6,819.32.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Authorize Mayor to execute Affidavit for Economically Disadvantaged Counties (EDC) Program Application for Bridge Replacement with TxDOT funding. Motion was seconded by Councilman Vela and approved unanimously 5-0.

53. Authorization to Award bid for Sodium Chlorite Services for the Public Works Water Plant Department – Terrazas

The City of Mission had accepted and opened 4 Bid responses for Sodium Chlorite. Staff recommended awarding bid to International Dioxide, Inc. who was the lowest responsible bidder meeting all specifications. The term of this contract would be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders would be placed on as needed basis BID #25-067-11-06.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Authorize Mayor to Award bid for Sodium Chlorite Services for the Public Works Water Plant Department. Motion was seconded by Councilman Vela and approved unanimously 5-0.

54. Authorization to Award bid for Liquid Emulsion Polymer for the Public Works Water Plant Department – Terrazas

The City of Mission had accepted and opened 3 Bid responses for Liquid Emulsion Polymer. Staff recommended awarding bid to Polydyne, Inc. who was the lowest responsible bidder meeting all specifications. The term of this contract would be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders will be placed on as needed basis BID #25-069-11-07.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award bid for Liquid Emulsion Polymer for the Public Works Water Plant Department. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

55. Ratification to Award Bid for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services to Westwood Professional Services in the amount of \$320,000 for project Spikes and Jupiter Climate Resilient Flood Risk Reduction Project FY22/23 FMA – Terrazas

The City of Mission had accepted and opened one (1) Bid response for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services. Staff recommended awarding bid to Westwood Professional Services; who was the lowest responsible bidder meeting all specifications in the amount of \$320,000 for project Spikes and Jupiter Climate Resilient Flood Risk Reduction Project FY22/23 FMA.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Ratification to Award Bid for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services to Westwood Professional Services in the amount of \$320,000 for project Spikes and Jupiter Climate Resilient Flood Risk Reduction Project FY22/23 FMA. Motion was seconded by Councilman Vela and approved unanimously 5-0.

56. Authorization to purchase ambulance equipment from sole source vendor Stryker in the amount of \$227,825.85 with respective budget amendment – Silva

The Mission Fire Department sought authorization to purchase ambulance equipment, including a (5) five-year ProCare Prevent Service package, from Stryker for a total cost of \$227,825.85. Stryker was a sole-source vendor for this specialized equipment, which would be used to equip the department's new ambulance scheduled for delivery in June 2025. This purchase was essential to ensure the ambulance meets operational and safety standards, enabling the department to continue providing high-quality emergency medical services to the community. Approval of this request would secure the necessary equipment and maintenance support to uphold service reliability and effectiveness.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase ambulance equipment from sole source vendor Stryker in the amount of \$227,825.85 with respective budget amendment BA-25-17. Motion was seconded by Councilman Vela and approved unanimously 5-0.

57. Authorization to purchase a Ford F-550 Stock Skeeter Hybrid ATP from Siddons-Martin Emergency Group, LLC via HGAC Contract FS12-23, for the total amount of \$256,939 with respective budget amendment – Silva

The Mission Fire Department was seeking authorization to purchase a Ford F-550 Stock Skeeter Hybrid ATP from Siddons-Martin Emergency Group, LLC for a total cost of \$256,939 via HGAC

Contract FS12-23. This acquisition aimed to enhance the department's operational capabilities, providing a reliable and efficient vehicle for emergency response. The Ford F-550 Stock Skeeter Hybrid ATP was designed to meet the unique demands of firefighting and rescue operations, ensuring the safety and effectiveness of the department's personnel. The proposed purchase aligned with the department's mission to deliver high-quality emergency services to the community.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase a Ford F-550 Stock Skeeter Hybrid ATP from Siddons-Martin Emergency Group, LLC via HGAC Contract FS12-23, for the total amount of \$256,939 with respective budget amendment BA-25-17. Motion was seconded by Councilman Vela and approved unanimously 5-0.

58. Authorization to purchase computers and accessories for the Mission Police Department, totaling \$94,252.43, via Dell Marketing LP #TX DIR-TSO-3763 – Torres

The Mission Police Department was seeking authorization to purchase computers and accessories for the police department, as the current computers and accessories required to be updated or are defective. The total purchase amount was \$94,252.43. This purchase would be made from Dell Marketing LP's contract #TX DIR-TSO-376. This purchase was previously budgeted under the IT Department's budget.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase computers and accessories for the Mission Police Department, totaling \$94,252.43, via Dell Marketing LP #TX DIR-TSO-3763. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

59. Authorization to accept supplemental award funds from Operation Stone Garden FY22, in the total amount of \$101,143.61, and to purchase (2) Haulmark utility trailers and (6) Polaris Sportsman, totaling \$112,140.00, using the FY22 Operation Stone Garden grant funds with respective budget amendment – Torres

The Mission Police Department was seeking authorization to accept supplemental award funds from Operation Stone Garden FY22 in the total amount of \$101,143.61. There was a deadline set by the Office of the Governor, requesting that all purchase orders must be completed by January 31, 2025, and all equipment should be received, tagged, and in use by the liquidation date. Due to this deadline, we simultaneously requested approval to purchase (2) Haulmark utility trailers and (6) Polaris Sportsman, totaling \$112,140.00, with these supplemental award funds. The purchase would be made from Elliff Trailer Sales via TIPS #7490. The difference in amount would be paid with a different police department account.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to accept supplemental award funds from Operation Stone Garden FY22, in the total amount of \$101,143.61, and to purchase (2) Haulmark utility trailers and (6) Polaris Sportsman, totaling \$112,140.00, using the FY22 Operation Stone Garden grant funds with respective budget amendment BA-25-15. Motion was seconded by Councilman Vela and approved unanimously 5-0.

60. Approval of Ordinance #5575 Amending Personnel Policy Manual Policy 500.02 Holidays eliminating certain days – Munguia

In reviewing the City's Personnel Policy Manual, staff has proposed a revision to the Holiday policy. The revision removed the following Holidays: Martin Luther King Jr. Day, Day before Thanksgiving ½ Day, New Year's Eve ½ Day and an Optional Holiday. The proposed ordinance would amend and restate the PPM effective January 1, 2025. Staff reviewed said revision, and concurs with the recommendation to approve said policy revision. Staff recommends approval of the proposed revision for Policy 500.02 Holidays.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5578 Amending Personnel Policy Manual Policy 500.02 Holidays eliminating certain days. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5575

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 5568 TO AMEND AND RESTATE THE PERSONNEL POLICY MANUAL FOR EMPLOYEES OF THE CITY OF MISSION, TEXAS; PROVIDING FOR A PUBLICATION CLAUSE AND AN EFFECTIVE DATE

61. Approval of Ordinance # 5576 authorizing and approving a transfer from the Designated Purpose Fund (ARPA) to the General Fund in the amount of \$1,588,753.53 and respective budget amendment – Roman

The attached ordinance was necessary to allow for the transfer of funds in the amount of \$1,588,753.53 from the Designated Purpose Fund, specifically the "ARPA" funds, to General Fund to be used for government services as allowed by Treasury guidelines along with its respective budget amendment. Expenditures appropriated were fleet services, fuel, other repair & maintenance supplies and road material supplies. Upon reconciliation of the available ARPA funds, staff has summarized expenditures available for transfer in the amount of \$1,588,753.53 as follows:

ARPA Local Fiscal Recovery Fund

Classification 3 – Professional and Technical Services	594,822.57
Classification 6 – Supplies	902,242.76
Interest	91,688.20
Grand Total ARPA Local Fiscal Recovery	
(Designated Purpose Fund-15)	1,588,753.53

Staff and City Manager recommended approval.

Mayor Pro Tem Plata inquired if these funds had been allocated for a specific project.

Andy Garcia, Assistant City Manager, stated that the funds had been allocated for the Gabriel Drainage Project; however, they had also budgeted for this project in the 2018 Bond. The project had been completed six months ago utilizing the 2018 Bond.

Mayor Pro Tem Plata moved to approve Ordinance # 5579 authorizing and approving a transfer from the Designated Purpose Fund (ARPA) to the General Fund in the amount of \$1,588,753.53 and respective budget amendment BA-25-18. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

ORDINANCE NO. 5576

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
AUTHORIZING AND APPROVING A TRANSFER FROM THE DESIGNATED
PURPOSE FUND TO THE GENERAL FUND

UNFINISHED BUSINESS**62. TABLED 11/12/2024 - Conditional Use Permit: Home Occupation – Z Galleria Antiques, 2401 Sunset Lane, Being the West 172' of the South 120' of The West 363' of Lot 152, Sharyland Orchards Subdivision Addition "A", R-1A, Elias Guajardo, Adoption of Ordinance #5577 - De Luna**

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

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to untable this item. Motion was seconded by Councilwoman Grerlach and approved unanimously 5-0.

Susie De Luna, Planning Director, stated that she had confirmed that the applicant would be the one living in the residence and running the business.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Home Occupation – Z Galleria Antiques, 2401 Sunset Lane, Being the West 172' of the South 120' of The West 363' of Lot 152, Sharyland Orchards Subdivision Addition "A", R-1A, Elias Guajardo, Adoption of Ordinance #5580. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5577

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

ROUTINE MATTERS

City Manager Comments – Speer Memorial Library: - Can't Stop Reading Event on December 18th at 5:30pm, Teen Anime Club Meeting, Teen Painting on December 19th Kops 4 Kidz Toy Drive on Saturday December 21st at the Mission Event Center, Winter Craft Day at the Museum on December 21st at 10am.

City Council Comments – City Council wished everyone a Merry Christmas.

Mayor's Comments – Mayor Garza wished everyone a Merry Christmas.

At 4:23 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

EXECUTIVE SESSION

Upon conclusion of Executive Session at 5:29 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

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

No Action

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

No Action

3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney)
regarding Mission Police Department Internal Affairs Investigation.

No Action

ADJOURNMENT

At 5:59 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by
Councilman Vela and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Mike R. Perez, City Manager

AGENDA ITEM: Acknowledge Receipt of Minutes – Perez
 Citizen's Advisory Committee – November 19, 2024
 Youth Advocacy Advisory Board – November 19, 2024
 Boys & Girls Club Board of Directors – November 19, 2024
 Civil Service Commission – November 25, 2024
 Mission Redevelopment Authority – October 22, November 21, 2024
 Mission Tax Increment Reinvestment Zone – October 22, November 21, 2024
 Mission Economic Development Corporation – October 30, November 13, 2024
 Mission Economic Development Authority – October 30, 2024

NATURE OF REQUEST:

See attached minutes.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

CITIZEN'S ADVISORY COMMITTEE
November 19, 2024
Regular Meeting

Members Present

Zoreida Lopez-Vice-Chair
 Marsha Terry
 Ruben Davila Lozano
 Francisco Cadena
 Roxanne Mendez
 Alma Garcia
 Emigdio Villanueva, Jr.

Members Absent

Lorenzo Garza-Chairman
 Monika Rosales-Flores

Staff Present

Michael J. Elizalde
 Esther G. Rivera

Call Regular Meeting to Order to Establish Quorum

Vice-Chair Lopez called the Regular Meeting to order at 5:33 pm. Esther G. Rivera conducted roll call. She stated that seven members were present, therefore there was a quorum.

Citizens Participation

Vice-Chair Lopez asked if any citizens were present to discuss any items on the agenda or express their concerns. No citizens present and no comments, she continued to the next agenda item.

Discussion and Recommendation to Approve Minutes for Regular Meeting held on October 22, 2024.

Ms. Rivera asked the members if they had reviewed the minutes of the Regular Meeting held on October 22, 2024. She inquired if there were any questions or comments. After a brief discussion, Vice-Chair Lopez asked for a motion to approve the minutes as presented. Mr. Villanueva motioned to approve the minutes as presented. Ms. Garcia seconded the motion. Motion carried (7-0).

Presentation on Status of Housing Assistance Program (HAP) Phase 23-I & IA

Ms. Esther Rivera presented the construction status of the Housing Assistance Program (HAP) Phase 23-I. She indicated the percentage of completion for each home as follows: 3731 Garza Street 100% complete scheduling welcome home on October 25, 2024; 615 N. Francisco Avenue 100% complete welcome home was on November 12, 2024; 222 N. Slabaugh Avenue 100% complete; and 1217 Oblate Avenue 95% complete. Vice-Chair Garza thanked Ms. Rivera for the Presentation on the Status of the Housing Assistance Program (HAP) Phase 23-I and continued with the next item.

Other Business**A. Progress Report: CDBG-October**

Ms. Rivera presented October Unofficial Progress Reports for CDBG expenditures received to date for the agencies, housing and administration. Ms. Rivera discussed that the progress report is reporting zeros as we are starting a new fiscal year. Staff is reviewing subrecipient

agreements and will be emailing agreements to the agencies. Staff will be hosting a subrecipient orientation on Thursday November 21, 2024. Mr. Lozano motioned to approve the Progress Reports as presented. Ms. Garcia seconded the motion. Motion carried (7-0).

B. Progress Report: CDBG-CV October

Ms. Rivera presented October Unofficial Progress Reports for CDBG-CV expenditures received to date for the agencies, housing and administration. After a brief discussion Vice-Chair Lopez asked for motion to approve the progress reports as presented. Mr. Lozano motioned to approve the Progress Reports as presented. Ms. Garcia seconded the motion. Motion carried (7-0).

C. Chairman's Comments

Chairman Garza was not present for the CAC meeting, Vice-chair Lopez conducted the meeting and had no comments at the moment.

D. Committee Member's Comments

Ms. Terry had concerns about local projects happening in the area. Mr. Villanueva wanted to know if there were any follow up discussions or updates on the home near Lady Guadalupe. He further asked about turkey distribution to the citizens for the Thanksgiving Holidays. Discussion on if the city will be hosting any Christmas dinner for board members. Mr. Cadena had concerns about 4th street canal fence condition. Ms. Mendez asked if it was possible to have the CAC meetings virtual for members that can't attend in person. Ms. Mendez also brought up the concern of illegal dumping on highland street and who she would need to get in contact with to have them removed.

E. Director's Comments

Mr. Elizalde spoke about amending the 5-yr. consolidated plan and how staff has received approval from HUD to amend the plan. He also discussed how certain members term will be ending December 31, 2024. He asked the following members individually, Francisco Cadena, Marsha Terry, Zoreida Lopez, and Roxanne Mendez if they will be continuing to serve on the CAC. Each member agreed to serve another year. Mr. Elizalde further informed members that he had also asked Lorenzo Garza, who declared he would continue to serve.

Adjourn

Vice-Chair Lopez asked for a motion to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Ms. Mendez seconded the motion. Motion carried (7-0). The meeting was adjourned at 6:00 p.m.

Lorenzo Garza, Chairman



BOYS AND GIRLS CLUB OF MISSION

Minutes of the Boys and Girls Club Mission
Youth Advocacy Advisory Board Meeting, November 19th, 2024

The Youth Advocacy Advisory Board of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, November 19th, 2024 at 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

Board Members Present:

Henry Rodriguez	Scott Meyer
Sergio Cruz	Christine Barrera
Peter Geddes	Rebecca Lopez
Aimee Ortega	

Board Members Absent:

Nanette Ortiz
Rolando Reyna
Jesus Garcia
Jennifer Lee Venecia

BGCM Staff:

Rick Venecia	Sujei Rodriguez
Xavier Sanchez	
Edgar Villarreal	

Guests:

C. Garza, COM Finance
K. Alaniz, COM Finance

I. Call to Order

H. Rodriguez called the meeting to order at 12:45 p.m.

II. Approval of Minutes for the October 8th, 2024 Meeting

After a brief review, a motion was made by S. Cruz to approve the October 8th, 2024 Board Minutes; the motion was seconded by C. Barrera; the motion passed unanimously.

III. Citizen Participation

No citizens participated . . .

IV. Director's Report

R. Venecia stated that the After-School Programs are doing very well. He also mentioned that he is working to complete more grants for the upcoming year. Mr. Venecia also informed the Board that the current number of students are increasing in all aspects of the Club development.
(Director's Report attached)

V. Programs Report

S. Rodriguez reviewed with the Board the purpose and scope of the AmeriCorp Program and how the program affects/helps the Club. She also emphasized the current grants the Club is utilizing and that the Sylvan and Texas Aim programs are very popular with the students and parents.
(Program Coordinator's Report attached)

Continue . . .

VI. Athletics Report

E. Villarreal reported for the Athletic Department. He stated that the Basketball league is well underway. He also reported that Baseball and Softball registration has begun as well. Some discussion was generated concerning the sports programs in the school districts. Mr. Villarreal shared with the Board the involvement of Sharyland ISD and their Middle School sports programs. More information to be forthcoming . . .

(Athletic Coordinator's Report attached)

VII. Chairperson Comments

None at this time . . .

VIII. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn this portion of the Advisory Board meeting. A motion was made by R. Lopez; the motion was seconded by A. Ortega; the motion passed unanimously. Adjournment time was 1:04 p.m.

Minutes of the Boys and Girls Club Mission Board of Directors' Regularly Scheduled Meeting, November 19th, 2024

The Board of Directors of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, November 19th, 2024, 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

I. Call to Order

H. Rodriguez called the meeting to order at 1:05 p.m.

II. Approval of 501c3 Minutes for November 19th, 2024 Meeting

After a brief review, a motion was made by S. Cruz to approve the minutes for the November 19th, 2024 501c3 meeting; the motion was seconded by P. Geddes; the motion carried forward unanimously.

III. 501C3 Financial Report

Christian Garza and Katia Alaniz represented the Finance Department for the City of Mission to review with the Board the 501c3 financial standings. Mr. Garza reviewed with the Board the expenditures, expenses and reconciliations for the month of September. The September Financial Statement was discussed and several questions were entertained. Ms. K. Alaniz reviewed with the Board the expenditures, expenses and reconciliations for the month of October. The October Financial Statement was discussed and several questions were entertained. After a brief discussion, a motion was made by S. Cruz to approve the financial packets for the months of September and October; the motion was seconded by R. Lopez; the motion carried forward unanimously.
(Financial Packets for the months of July and August are attached)

IV. Grants & Awards Report

R. Venecia announced to the Board the current status of the grants the Club has in place; he included the Mental Health grant that is currently pending approval. He continued to stress that the new grants will take effect in January. Some discussion also centered around the Child Nutrition Program and the possibility of looking for other vendors that can provide services for the Club.

V. By-Laws Discussion

R. Venecia stated that he created binders for the Board Members to take home. He encouraged the Board to review the current by-laws and note possible changes for next month's meeting. He also reviewed with the Board the correct procedures for fundraising for a non-profit organization. More discussion to be forthcoming . . .

VI. Gala

R. Venecia announced to the Board that the theme for this year's Gala would be "The Heroes Among Us!" Mr. Venecia reviewed with the Board the plans currently in place for the Gala. He also informed the Board that he would contact the Fundraising Committee members soon to discuss final details of the event. The tentative date is set for March 25th, 2025. Mr. Venecia also encouraged the Board to speak to him if they had any ideas for the event. More information to be forthcoming . . .

VII. Christmas Drive and Member Party

R. Venecia announced to the Board that he is looking for vendors to place donation boxes in their establishments for people to donate toys for the Club's members and the community, in general. He asked the Board for help in reaching out to potential vendors to help the Club.

Continued . . .

VIII. Staff Christmas Gifts

This item was not discussed at this time . . .

IX. Announcements

No announcements at this time . . .

X. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn this portion of the 501C3 meeting. A motion was made by A. Ortega to adjourn the 501C3 meeting; the motion was seconded by R. Lopez; the motion passed unanimously. Adjournment time was 1:44 p.m.



Xavier Sanchez
Operations Administrator

Sergio Cruz
BGCM Board Secretary

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
November 25, 2024**

Commission-Present

**Polo Garza-Chairman
Jerry Saenz-Vice-Chair
Guillermo Delgadillo-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Mike Silva-Fire Chief
Cesar Torres-Police Chief
Leeroy Garcia-FF Union President**

Call to Order

Mr. Polo Garza called the meeting to order at 8:30 a.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-November 5, 2024

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

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

Mr. Lerma advised the Commission that they had conducted an entry level examination for the Mission Fire DEpartment on November 8, 2024. He advised them that 59 individuals had submitted applications, 51 actually participated and 40 passed. Mr. Lerma advised the Commission that individuals that passed the written part would move on to the physical agility exam. After a brief discussion, Mr. Saenz made a motion to approve the scores and to create a new eligibility list. Mr. Delgadillo seconded the motion. Motion was approved unanimously.

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

Mr. Lerma advised the Commission that they had conducted an entry level examination for the Mission Police Department on November 21, 2024. He advised them that 63 individuals had submitted applications, 49 participated and 48 passed. Mr. Lerma advised the Commission that those that passed would move on to the physical agility test scheduled for November 23, 2024. After a brief discussion, Mr. Delgadillo made a motion to approve the scores and to create a new eligibility list. Mr. Saenz seconded the motion. Motion was approved unanimously.

Pending Business

Mr. Lerma advised the Commission of the pending LT's promotional examination for the FD scheduled for December 12, 2024.

Adjourn

Meeting was adjourned at 8:55 a.m.

**Mission Redevelopment Authority
Board of Directors Meeting
October 22, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on October 22, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present except Director Reyna. Participating in the Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, Sanjay Bapat, Armando Sandoval, and Frances Blake. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Orlando Navarro, Judy Vega, Joe Salazar, Mike Perez, Behrooz Badiozzamani, Damien Tijerina, Romeo Barrera, Saul Yañez, Charlie Garcia, Victor Treviño, Colby Eckols, and Executive Director Teclo J. Garcia.

1. Call Meeting to Order at 4:01 PM.

Chairman Martin Garza opened the meeting with a welcome to all. Chairman Garza welcomed Mayor Norie Gonzalez Garza for joining the meeting.

2. Citizen's Participation: None.

3. Approve minutes: September 24, 2024 of the Mission Redevelopment Authority.

There being no corrections or additions, upon a motion made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously approved the meeting minutes for September 24, 2024, of the Mission Redevelopment Authority.

4. Acceptance of Project Reports.

Chairman Martin Garza recognized Romeo Barrera, P.E., with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project are \$98,000. Mr. Barrera reported that this project is 90% complete and has been provided to the City of Mission and United Irrigation District. Once the firm receives comments, they will address them and issue the signed and sealed set for bid letting. Assistant City Manager J.P. Terrazas said he expects bidding for this project will take place early next year. End of report.

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

Chairman Martin Garza recognized Orlando Navarro with Killam Development to report on **El Milagro Phase I Project**. Mr. Navarro noted that this project is 91% complete and contractors are currently working on covering a manhole and doing backflow on it. A local landscaper should be working on landscaping and planting trees. Chairman Garza inquired about reimbursement for this project. Financial Officer said that this project should be reimbursed once it is complete which should be in December or early 2025.

Questions were asked related to entrance to the Los Milagros and railroad crossings. Mr. Terrazas mentioned that the City of Mission will assist with closings and rerouting of railroad crossings. At this time, two existing crossings have been approved for closing, but three are necessary for one access. The third crossing is being contemplated but has not been approved. Interim Exec. Director Teclo J. Garcia noted that he'd like to coordinate with Dr. Rolando Ortiz and Mr. Navarro for the scheduling of a tour of El Milagro Subdivision before the next Board meeting takes place. No further comments were made.

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

Chairman Martin Garza recognized Victor Treviño with South Texas Infrastructure Group LLC, to present the **Anzalduas Industrial Park Phase I Subdivision Project**. Mr. Treviño reported that the water distribution system and the sanitary sewer system have been installed. Additionally, contractors are in the final stages of completing the storm water management system, with only minor finishing tasks remaining. As part of the next phase, crew commenced the layout for street paving, and preparation is well underway. This marks a significant step forward as they continue to work towards the successful and timely completion of the project. Mr. Treviño shared images documenting the work completed thus far. These images offer a visual confirmation of the advancements in both the sanitary sewer and water distribution systems. End of report.

Upon a motion made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the **Anzalduas Industrial Park Phase I Subdivision Project** report as presented.

Chairman Martin Garza recognized Saul Yañez with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. In the absence of Ruben James de Jesus, Mr. Yañez said that RDH has completed 95% of the forcemain installation and that they have mobilized on the gravity line portion of the project. They are currently preparing the site along the ditch for installation of the pipe. RDH has also installed a segment of dewatering lines and pump to begin sanitary gravity line installation. Wet well excavation and sanitary sewer line installations have also started. For the past three months, the contractor has been working on dewatering. Mr. Terrazas said that about 50% of the entire project has been completed. Secretary Aissa I. Garza asked a question related to payout amounts for the project. Int. Exec. Director Teclo J. Garcia said that moving forward supporting documents for each invoice related to projects will be included in the meeting packet. End of report.

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

Chairman Martin Garza recognized Saul Yañez with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties-in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Current discussion with Roberto Salinas, AGUA SUD's General Manager on how to establish the pass thru sewer rate. AGUA SUD concerns are with electrical usage at their lift stations. Comparison of the established rates between the City of Mission and AGUA SUD will be

compared to the electrical cost and depreciation of pumps at the three downstream lift stations. An alternative project will be considered using an existing AGUA SUD easement. The alternative will be installing a gravity line parallel to existing gravity line running to the Waste Water Treatment Plant. Further discussion on proposed agreement with AGUA SUD on rerouting of Lift Station 10 will be presented to special committee meeting and board. Special committee meeting dates are currently being considered for the end of October. Mr. Terrazas and Ruben James de Jesus were informed that AGUA SUD's Board will be meeting at the end of this month to discuss how they're going to be entertaining the electricity consumption and charges.

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

Chairman Martin Garza recognized Saul Yañez with M&H to report on the **Walsh Road Expansion Project**. This project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately $\frac{3}{4}$ of a mile. Mr. Yañez said 60% of the project plans have been completed. The proposed project will consist of a 60-ft ROW with a 36-ft back-to-back curb section. Appraisal has been performed on the remaining ROW. A meeting with the landowner, Jaime Flores, was held on October 9, 2024 regarding appraisal and proposed ROW. Mr. Flores was presented with plans and potential benefit to him once the ROW is acquired, along with plans related to a detention pond that he can also tie into. A follow-up meeting with Mr. Flores is scheduled for October 28, 2024. End of report.

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

Chairman Martin Garza recognized Damien Tijerina, P.E., with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III Projects**. Mr. Tijerina reported on Phase II of this project, the design portion, and said that comments received by TxDOT on a 95% submittal were being addressed. He recapped from prior meetings where he mentioned that the City of Mission plans to split this project into two, Section I (Inspiration Road) and Section II (Military Parkway). Mr. Tijerina mentioned that the MPO has agreed to split the projects, which will be done officially in November. He anticipates that these projects will be ready for bid letting in 2027. Chairman Garza asked about the costs associated with the projects. Mr. Tijerina said that currently the project has \$27.5 million allocation from the MPO. Once split, \$16.3 million will be for Section I (Inspiration Road), and \$9.4 million for Section II (Military Parkway).

During this project report, the Board prioritized **Item #8** further down on the agenda since it relates, and introduced and welcomed Behrooz Badiozzamani, P.E. from L&G Engineering to discuss the item. Mr. Badiozzamani emphasized the significance of dividing the projects. He noted that while the City of Mission secured \$25.6 million with MPO, the total cost – including engineering, construction of the project, and design, will be approximately \$40 million, leaving a shortfall of \$16 million. He suggested considering the possibility of constructing one section first, focusing on Inspiration Road from Expressway south to Military Parkway, as this option presents fewer complications. Military Parkway could be deferred since Inspiration Road is a priority. There are several alternatives to explore, including requesting additional funding from MPO to enhance the Military Road project. Mr. Badiozzamani highlighted that the Hidalgo County Regional Mobility Authority (HCRMA) and TxDOT have devised a loop system that most cities support; however, there are gaps that still need attention. The City of Mission is seeking agreement from the same cities that concur with the HCRMA's proposed loop, specifically regarding the western Hidalgo County segment of the project. A response to their letter has yet to be received. Mr. Badiozzamani stated that Mission desires Hidalgo County's endorsement for the connection between 365 and the La Joya

bypass. When questioned about whether this loop would be a toll road, he replied that it would not. Currently, there is an existing reimbursement agreement concerning Inspiration Road, encompassing Phase II and Phase III. Mr. Garcia mentioned that he will work together with Asst. City Manager JP Terrazas and City Manager Mike Perez to focus on identifying the project solely as Inspiration Road.

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

Assistant City Manager J.P. Terrazas discussed improvements related to the **TIRZ Building (1301 8th Street)** with Architect Charlie Garcia from CG5 Architects. The building design includes a necessary elevator, a TIRZ office, and a conference room for meetings, with additional office space for the CDBG, Media and the Grants Departments. Architect Garcia shared that the design is about 75% complete and that they are working within a budget, which will be adjusted as plans progress. He noted the need for an electrical engineering proposal before bidding for the elevator's installation. Discussions also touched on the need for a separate conference room. Int. Exec. Director Teclo J. Garcia emphasized the importance of a conference room for various departments. Architect Garcia is focusing on minimizing remodeling costs by utilizing existing structures. The estimated total for a complete remodeling would be \$739,000 but since the work will be done in-house, he is only seeking bids for the new elevator and electrical work, projected at around \$200,000. Furniture and equipment costs will be presented separately, and Chairman Martin Garza requested that estimates for technology related items need not be included. No further comments were made.

Upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chair Albert Chapa, the Board unanimously accepted the **TIRZ Building (1301 N. 8th Street) Improvements** report as presented.

At **5:32 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would be convening in closed session. Secretary Aissa I. Garza moved to go into executive session. Motion was seconded by Vice Chairman Albert Chapa and approved unanimously.

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

Consultation with Attorney regarding:

A. Deliberation regarding real property.

B. Deliberation regarding economic development negotiations or projects including, but not limited to the following: Report from Exec. Director as to potential project(s).

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

At **6:04 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would be reconvening in open session. Director Perez moved to reconvene in open session. Motion was seconded by Secretary Aissa I. Garza, and approved unanimously.

No action was taken.

6. Discussion and possible action related to the approval of a Professional Services Agreement between the Authority and TXP Inc., related to a TIRZ #1 Project & Finance Plan Update.

Exec. Dir. Teelo J. Garcia summarized last month's Board meeting where the Board approved engaging TXP Inc., to update the TIRZ #1 Project and Finance Plan. Mr. Garcia is now presenting a professional services agreement for review. Secretary Aissa I. Garza noted the agreement lacked an effective date, which should be set for September 24, 2024. The Board questioned the "Limitation of Liability" section, which TIRZ's legal counsel Frances Blake deemed standard but suggested further clarification from TXP, Inc. Mr. Garcia said he will contact James Travis with TXP Inc. to address these concerns.

Chairman Martin Garza stepped back from discussions and voting on this item, transferring his duties to Vice Chairman Albert Chapa, as he wishes to refrain from participating in any further discussion or voting on this item.

Subject to the inclusion of an effective date of September 24, 2024, upon a motion made by Director Burleson and seconded by Director Perez, the Board approved the professional services agreement, between MRA and TXP Inc. 5-0 with one abstention from Chairman Martin Garza.

Following the conclusion of the previous discussion and voting, Chairman Martin Garza resumed his duties.

7. Discussion and possible action regarding the adoption of an organization's Communications Policy.

Mr. Garcia reported that Board requested a Communications Policy during last month's meeting to improve public and media representation. The Authority's legal team has prepared similar policies for other organizations and provided a relevant policy for staff's review. After reviewing the policy, Mr. Garcia made edits to tailor it for this organization. He summarized key sections addressing media communication, proposing an annual open house to showcase TIRZ projects, and suggesting the establishment of a TIRZ website for sharing meeting agendas and minutes. He recommends approval of the policy.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the organization's Communications Policy as presented.

8. Discussion and possible action related to the approval Discussion and possible action related to Western Hidalgo County Loop Project: City Manager Mike Perez/L&G Engineering.

No action was taken or required.

9. Discussion and possible action for approval of MRA's Purchasing Policy.

No action was taken.

10. Discussion and possible action for approval of Resolution for Corporate Credit Card Authorization from PlainsCapital Bank.

No action was taken.

11. Discussion and possible action for approval of Amendment to the Authority's FY 2024 Budget.

Investment Officer Joe Salazar mentioned that this amendment was related to the General Fund, Capital Fund, and Debt Service Funds and were for FY 2024 based on year-end projections.

There being no additions or corrections, upon a motion made by Director Burleson and seconded by Secretary Aissa I. Garza, the board unanimously approved the Amendment to the Authority's FY 2024 Budget.

12. Discussion and possible action for the acceptance of General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending September 30, 2024.

Investment Officer Joe Salazar presented and recommended approval of the General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending September 30, 2024.

There being no corrections or additions to the General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending September 30, 2024, upon a motion duly made by Director Burleson and seconded by Secretary Aissa I. Garza, the Board approved the reports as presented.

13. Acceptance of Financial Report for September 2024.

Investment Officer Joe Salazar presented the Financial Report for September 2024 and mentioned that this report was an unadjusted report due to the audit not yet being completed.

There being no corrections or additions,, upon a motion made by Vice Chairman Albert Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the unadjusted Financial Report for September 2024.

14. Approval of invoices for October 2024.

Investment Officer Joe Salazar presented and recommended approval of the Invoices for the month of October 2024.

Upon a motion made by Secretary Aissa I. Garza Burleson and seconded by Vice Chair Albert Chapa, the Board unanimously approved all invoices for the month of October 2024.

15. Adjournment.

As there was no further business to discuss, upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chair Chapa, the Board unanimously voted to adjourn the meeting at 6:39 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Redevelopment Authority
Board of Directors Special Meeting
November 21, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a special meeting open to the public, by teleconference and in person, on November 21, 2024, at 12:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present. Participating in the Zoom teleconference was Director Perez. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Judy Vega, Joe Salazar, Mike Perez, Alma Walzer Santos, and Executive Director Teclo J. Garcia.

1. Call Meeting to Order at 12:00 PM.

Chairman Martin Garza opened the meeting with a welcome to all.

2. Participation: None from citizens.

Director Efrain Reyna Jr. emphasized that any comments he makes during this meeting reflect his personal opinion and do not represent the views of the company he represents.

3. Discussion and possible action for approval of a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Sanitary Sewer Improvements from Shary Road to Bryan Road Project.

Executive Director Teclo J. Garcia highlighted the significance of an upcoming project aimed at enhancing the sanitary sewer systems from Shary Road to Bryan Road. He subsequently invited City Manager Mike Perez and his team to provide an update on the initiative.

City Manager Mike Perez reported that he is seeking support from the MRA to install a parallel line alongside the existing sewer system servicing Shary Road, extending to Bryan Road (Frontage Road north of Expressway 83). The total funding request amounts to \$2.9 million. He pointed out ongoing issues related to sewer backups affecting local businesses, underscoring the urgent need for

upgrades to the sewer lines to boost capacity, especially as the area anticipates further commercial growth.

Assistant City Manager J.P. Terrazas shared an alternative solution, such as adding a new lift station and noted that they have consulted three engineering firms for design cost assessments, as the current estimate of \$2.5 million reflects the City's projections. Mr. Terrazas recommended Melden & Hunt for the project design due to their promise of completing plans within 70 days, significantly quicker than the three-month timelines offered by the other two firms, Halff Associates and Javier Hinojosa Engineering.

During the discussion, questions arose regarding the age of the existing sewer lines, the inclusion of dewatering in the cost estimate, and the longevity of the proposed new lines. Mr. Terrazas explained that the existing lines are approximately 40 years old and recalled a recent emergency in which several sewer lines collapsed near the old K-Mart building on Bryan Road, necessitating two to three months of dewatering efforts. He confirmed that dewatering is accounted for in the project's estimate and recommended the installation of 24-inch lines to boost capacity and accommodate future growth.

Chairman Martin Garza inquired about how this project aligns with the TIRZ's Project and Finance Plan Update. Executive Director Teclo J. Garcia assured him that incorporating this project into the list would pose no issues. Although the projects on the bond issue list are fixed, funding for this endeavor will be sourced from the Authority's General Fund.

Chairman Garza also sought clarification on fund balances. Financial Officer Joe Salazar indicated that the preliminary Fund Balance stands at approximately \$7 million, with committed projects anticipated to utilize \$4.3 million of that amount. Additionally, Mr. Garcia noted that surplus funds of \$1.7 million from the 2017 Bond Issue could also be allocated to this project.

Upon a motion duly made by Vice Chair Albert Chapa and seconded by Director Reyna, the Board unanimously approved a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Sanitary Sewer Improvements from Shary Road and Bryan Road Project in the amount of \$2,887,500.00.

4. Discussion and possible action to authorize resolution to reimburse Operating Fund for the Sanitary Sewer Improvements from Shary Road to Bryan Road Project.

Executive Director Teclo J. Garcia mentioned that this resolution offers essential flexibility for the project's future funding. He clarified that should the Authority pursue additional bonds down the line, then those bonds could be allocated to finance this project. Legal Counsel Sanjay Bapat subsequently recommended approval of this resolution.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Directo Reyna, the Board unanimously authorized the resolution to reimburse Operating Fund for the Sanitary Sewer Improvements from Shary Road to Bryan Road Project.

5. Approval of invoices for November 2024.

Investment Officer Joe Salazar presented and recommended approval of the Invoices for the month of November 2024.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously all invoices for the month of November 2024.

6. Adjournment.

As there was no further business to discuss, upon a motion made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 12:32 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
October 22, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on October 22, 2024 at 801 N. Bryan Road, Mission, Texas and at 6:40 PM, the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present except Director Reyna. Participating in the Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, and Frances Blake. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Judy Vega, Joe Salazar, Damien D. Tijerina, and Executive Director Teclo J. Garcia.

AGENDA

I. Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Approve minutes of regular meeting of September 24, 2024, of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the October 22, 2024 meeting.

Upon a motion made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the October 22, 2024 meeting.

II. Adjournment

As there was no further business for the board to consider, upon a motion made by Director Burleson and seconded by Vice Chairman Chapa, the Board unanimously voted to adjourn the meeting at 6:41 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Tax Increment Reinvestment Zone
Board of Directors Special Meeting
November 21, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on November 21, 2024 at 801 N. Bryan Road, Mission, Texas and at 12:31 PM, the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present. Participating in the Zoom teleconference was Director Perez. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Judy Vega, Joe Salazar, Mike Perez, and Executive Director Teclo J. Garcia.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the special meeting of November 21, 2024.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Board of Directors at the special meeting of November 21, 2024.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 12:32 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**NOTICE OF REGULAR MEETING & PUBLIC HEARING
MISSION ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 30, 2024 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

Richard Hernandez, President
Jose G. Vargas, Vice President
Estella Saenz, Treasurer
Julian Alvarez
Mayor Norie Gonzalez Garza

ABSENT:

Deborah Cordova, Secretary
Carl Davis

ALSO PRESENT:

Eugene Vaughan, JGKL LLP
Lee McCormick, CDA

STAFF PRESENT:

Teclo J. Garcia, CEO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Project Manager
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Brianna Casares, Manager of Marketing & Programs

1. Call to Order and Establish Quorum.

After establishing a quorum of the Board of Directors, President Richard Hernandez called the regular meeting to order at 4:09 PM.

2. Invocation: President Richard Hernandez.**3. Pledge of Allegiance:** Treasurer Estella Saenz.**4. Citizens Participation:** None.**5. Approval of Minutes: Regular Meeting & Public Hearing of September 25, 2024**

There being no corrections or additions, Julian Alvarez moved for approval of the minutes for the Regular Meeting and Public Hearing of September 25, 2024. Motion was seconded by Vice President Jose G. Vargas and approved 5-0.

6. Deliberation and possible action for acceptance of Unadjusted Financial Statement for September 2024.

Financial Officer Joe Salazar presented the Unadjusted Financial Statement for September 2024. Mr. Salazar reported that Total Revenues were \$611,240.23. Total Expenses were \$318,917.07, therefore leaving an unrestricted unadjusted fund balance of \$15,883,706.14. Total Assets, Liabilities, and Fund Balance matched at \$16,912,922.39. Long Term Debt Total

Balance of \$7,522,800.56. Mr. Salazar reported that MEDC does meet the two-month fund balance requirement of \$1,113,064.00. On the Statement of Net Position, Mr. Salazar noted a Total Fund Balance of \$15,883,706.14.

There being no corrections or additions, Treasurer Estella Saenz moved for acceptance of the Unadjusted Financial Statement for September 2024. Motion was seconded by Julian Alvarez and approved 5-0.

7. Deliberation & possible action for acceptance of Quarterly Report of Investments for the General Fund and Debt Service Fund, for Quarter ending September 30, 2024 and Interest Earned for Twelve Months Ending September 30, 2024.

Financial Officer Joe Salazar presented the Quarterly Report of Investments for the General Fund and Debt Service Fund, for Quarter ending September 30, 2024 and Interest Earned for Twelve Months Ending September 30, 2024. The Debt Service Fund balance as of June 30, 2024, was \$492,857.91. One of the CD's matured at \$249,000.00; therefore, the ending market value's balance as of September 30, 2024 was \$246,898.00. Interest earned was \$4,067.56. On the General Fund Investment schedule, Mr. Salazar reported that there was no investment activity this quarter other than in TexPool and as of June 30, 2024, the balance is \$4,584,418.63. Year-to-date interest earned for these investments was \$84,418.63. Moving forward, Mr. Salazar said that MEDC will have investments with local banks.

There being no corrections or additions, Vice President Jose G. Vargas moved for approval of the quarterly report. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

8. Deliberation and possible action for approval of Resolution No. 2024-11, Resolution of the Mission Economic Development Board of Directors regarding request of Permian Basin Water Resources, LLC, for the issuance of one or more series of revenue bonds, authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board, authorizing public hearings regarding the bonds, and authorizing other action related thereto.

Lee McCormick noted that this resolution was an inducement resolution for Permian Basin Water Resources LLC, for the filing of an application for a \$35 million bond with the Texas Bond Review Board. Permian Basin Water Resources, LLC is a company designed to provide regulated utility services, including water, wastewater and reclaimed water, in certain unincorporated areas of Midland County, Texas. The bonds will be used to finance and refinance certain infrastructure and capital improvements to its water and wastewater treatment infrastructure operations in Midland, Texas. The project includes the construction of a water reclamation facility, a lift station, an irrigation plant, and a recycled water retention structure.

This is a conduit transaction for the MEDC. The applicant is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on the MEDC or the City of Mission in connection with the financing. There is potential "reputational risk" if the borrower defaults since the Mission Economic Development Corporation name is included on the bonds. Based on an initial transaction of \$35 million, MEDC is expected to receive approximately \$96,250 for serving as the Issuer of the bonds and an annual fee of \$8,750 until maturity. Mr. McCormick and MEDC CEO Teclo J. Garcia recommend approval.

Vice President Jose G. Vargas moved for approval of Resolution No. 2024-11. Motion was seconded by Mayor Norie Gonzalez Garza and approved 5-0.

Resolution No. 2024-11

Resolution regarding request of Permian Basin Water Resources, 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.

- 9. Public Hearing – MEDC Fiscal Year 2025 proposed project consideration related to: (a) an economic incentive for infrastructure improvements related to the construction of a restaurant to be located on Victoria Drive, Lot 6A, M.E.D.C. Subdivision, Mission, Texas; and (b) a development loan (Project Noodles).**

At 4:28 PM, President Richard Hernandez opened the public hearing for any comments.

There were no comments.

At 4:29 PM, President Richard Hernandez closed the public hearing.

- 10. Deliberation and possible action related to the approval of an Economic Development Performance Agreement for Project Noodles.**

CEO Teclo J. Garcia noted that on September 25, 2024, the MEDC Board authorized a Letter of Intention for Project Noodles (Kahn's Grill). The restaurant is currently in discussions to acquire Lot 6A, MEDC Land, for their latest Mongolian stir fry restaurant. MEDC intends to support the developer with an \$80,000 incentive and a loan of \$200,000. This \$3 million investment is expected to generate 30 jobs at their new location in Mission, with an annual payroll of \$500,000.00. The Economic Development Performance Agreement has been drafted and is now being presented for approval consideration. Mr. Garcia mentioned that after owner Rick Caballero gets funding, 60 days after the publication of the Notice of Intention to Undertake the Project (next agenda item), he has six months to break ground. Mr. Garcia recommends approval.

Julian Alvarez moved for the approval of an Economic Development Performance Agreement for Project Noodles (Kahn's Grill). Motion was seconded by Vice President Jose G. Vargas and approved 5-0.

- 11. Deliberation and possible action to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project Noodles.**

Vice President Jose G. Vargas moved to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project Noodles. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

At 4:38 PM, President Richard Hernandez announced that the Mission Economic Development Board of Directors were convening in closed session.

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

Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following: Report from CEO as to potential prospect(s):

- A. Project Orange**
- B. Project ATL**
- C. Project Javelina**

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

M.E.D.C. Land

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

Perkins Lots Update

Deliberation and Possible Action regarding the appointment, employment, evaluation, reassignment, duties, or resignation of public officers (as permitted under Tex. Gov't Code Section 551.074 and 551.071).

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

At **5:31 PM**, President Richard Hernandez announced that the Mission Economic Development Board of Directors were convening in open session.

Motions are as follows:

Regarding Projects: Project Orange: No action

Project ATL: No action.

Project Javalina: No action.

Regarding Real Property:

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

Perkins Lots Update: No action.

Personnel Matters: President Jose G. Vargas moved for the approval to the CEO's pay as discussed in executive session. Motion was seconded by Julian Alvarez and approved 5-0.

13. CEO Report on Economic Development.

CEO Teclo J. Garcia mentioned his role on the Alliance for I-69-Board, where he represents MEDC. Mr. Garcia presented a map highlighting the highways that the Alliance for I-69 has enhanced. This organization is committed to improving highways as part of the National Interstate Highway System and has been active for approximately 20 years. The Board

includes local elected officials and community leaders from the Rio Grande Valley to Texarkana. Mr. Garcia has been a member of this Board for about 15 years and has participated in planning meetings. He sought to update the Board on the Alliance for I-69 and his involvement. Mr. Garcia emphasized that MEDC, like other supporters, provides funding for the Alliance, which is allocated to cover three paid positions, marketing and public relations efforts, and lobbying initiatives. Mr. Garcia also said that the Alliance for I-69 Board works closely with TxDOT and leaders in Mexico.

The Border Trade Alliance is an organization that promotes increased uninterrupted trade between the US and Mexico. It's members hail from California, Texas and Canada, and the Board primarily concentrates on produce and commodities. They collaborate closely with US Representatives and trade officers. Mr. Garcia shared that he appreciates his involvement with this Board, noting that they currently have two trade plans ready to advance based on the results of the Primary Election. The Board hosts an annual conference in Washington in June, in which they will be merging with another trade group from D.C., and they have a Board meeting scheduled in November 2024.

14. President Comments.

President Richard Hernandez sought to adjourn the Board meeting with a song after expressing gratitude to Mr. Garcia and the MEDC team for their efforts in organizing this meeting.

He thanked the Board of Directors for their service and reminded them of the upcoming Primary Election on Nov. 5, 2024, encouraging them to vote. Reflecting on the current divisions in the country, he reminisced about simpler times when children played outside, and neighbors helped one another. He emphasized that leadership starts here in our cities, our homes, and our neighborhoods. President Hernandez invited the Board to join him in singing "God Bless America", a song by Irving Berlin that gained popularity in 1938.

Mayor Norie Gonzalez Garza expressed appreciation for CEO Teclo J. Garcia's leadership and the outstanding MEDC team.

President Hernandez announced that there will be no Board meeting in November, with the next one scheduled for December 11, 2024.

15. Adjournment.

Vice President Jose G. Vargas moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 5-0. The meeting was adjourned at 5:58 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
NOV. 13, 2024 12:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:

Estella Saenz, Treasurer

ALSO PRESENT:

Eugene Vaughan, JGKL LLP

STAFF PRESENT:

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

1. Call to Order and Establish Quorum

After establishing a quorum of the Board of Directors, President Richard Hernandez called the special meeting to order at 12:05 PM.

2. Invocation: Secretary Deborah L. Cordova.**3. Pledge of Allegiance:** Carl Davis.**4. Citizen's Participation:** None.**5. Deliberation and possible action for the approval of an audio and video contract with RGV-Electronics, LLC.**

COO Belen Guerrero-Aguirre recommended approval of a contract with RGV-Electronics LLC for audio and video equipment. She highlighted that the current equipment in CEED's Lecture Hall is non-functional and needs replacement, emphasizing the importance of having operational equipment in this heavily used space. The proposed contract totals \$25,471.00 and includes four wall mounted HD TVs, a wireless microphone, audio digital sound processor, iPad with RTI license, various controllers and remotes, cables, switches, parts and components and programming labor, as outlined in the video integration system list. Upon approval, installation will be completed within two weeks.

Secretary Deborah L. Cordova moved to approve an audio and video contract with RGV-Electronics LLC. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

6. Deliberation and possible action for the approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to facility maintenance services.

COO Belen Guerrero-Aguirre noted that MEDC's Facility Manager Cathy Hernandez operates like a property manager, handling lease renewals, recruitment, and tenant work orders. This necessitates seeking third party help for plumbing, electrical, roofing, carpentry, and groundskeeping issues. She is seeking authorization for a \$50,000 annual Memorandum of Understanding (MOU) with the City of Mission to cut costs. Questions arose about groundskeeping services and city employees insurance. Ms. Guerrero-Aguirre clarified by stating that MEDC has a contract with a third-party vendor for landscaping services. It was suggested that groundskeeping services be included in the MOU. CEO Teclo J. Garcia said he will review the existing landscaping contract for a cancellation clause. City Manager Mike Perez emphasized the convenience due to the high cost of specialized skills and confirmed city employees insurance. He also noted that since the MOU exceeds \$24,999.00, City Council approval is required.

Secretary Deborah L. Cordova moved for approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to facility maintenance services. Motion was seconded by Julian Alvarez and approved 6-0.

7. Deliberation and possible action for the approval of a renewal option related to a Cooperation Agreement by and between Mission EDC and The University of Texas Rio Grande Valley.

CEO Teclo J. Garcia said that UTRGV has been at the CEED building since last year. Their small business development center outreach efforts include having a regional hub office in the CEED building. UTRGV provides grant-funded services at no cost to recipients. The services include small business training, economic development and technical assistance, and support for businesses wishing to expand in the Mission area. This contract is the same as last year's contract for a total of \$80,700.00 (payable quarterly for 12 months) beginning April 1, 2024 and ending March 31, 2025. UTRGV employs staff to operate and coordinate services provided at the hub. Mr. Garcia seeks renewal of the contract for one more year, prorated from April 1, 2024.

Mayor Norie Gonzalez Garza moved for approval of a second-year Cooperation Agreement by and between Mission EDC and The University of Texas Rio Grande Valley. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

8. Deliberation and possible action to authorize CEO to engage professional services with Hanna Solutions – Commercial Real Estate.

CEO Teclo J. Garcia announced that the real estate contract with the previous agent expired in July 2023, and since then, real estate services have not been required. However, the need has arisen for professional assistance, and he recommends Hanna Solutions – Commercial Real Estate to manage MEDC properties and marketing.

Julian Alvarez moved to authorize CEO to engage professional services with Hanna Solutions – Commercial Real Estate. Motion was seconded by Carl Davis and approved 6-0.

9. Adjournment.

President Richard Hernandez thanked the Board of Directors for their availability to attend this special Board meeting.

Secretary Deborah L. Cordova moved to adjourn the meeting. Motion was seconded by Vice President Jose G. Vargas and approved 6-0. The meeting was adjourned at 12:32 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

**NOTICE OF MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
OCTOBER 30, 2024**

The Board of Directors of the Mission Economic Development Authority, Inc., held a regular meeting on Wednesday, October 30, 2024, at 4:00 PM, in person, at the Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas 78572, to discuss the following agenda:

1. Call to order and establish quorum.
2. Citizen's Participation.
3. Approval of minutes: Minutes of Special Meeting of August 28, 2024
4. Deliberation and possible action to accept unadjusted Financial Report ended September 30, 2024.
5. Update related to investments.
6. Adjournment.

Minutes are as follows:

PRESENT:

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

ABSENT:

Deborah Cordova, Secretary

ALSO PRESENT:

Gene Vaughan JGKL LLP
Lee McCormick, CDA

STAFF PRESENT:

Teclo J. Garcia, CEO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Project Manager
Andy Garcia, Asst. City Manager
Brianna Casares, Manager of Marketing
& Programs

1. Call to order and establish quorum.

After establishing a quorum of the Board of Directors, Chair Richard Hernandez called the meeting to order at 5:59 PM.

2. Citizen's Participation: None.

3. Approval of minutes: Special Meeting of August 28, 2024

There being no corrections or additions, Chair Jose G. Vargas moved for approval of the Special Meeting minutes of August 28, 2024. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

4. Deliberation and Deliberation and possible action to accept Unadjusted Financial Report ended September 30, 2024.

Financial Officer Joe Salazar presented and recommended acceptance of the Unadjusted Financial Report ended September 30, 2024.

Mr. Salazar reported that Total Revenues were \$484,852.00 with no expenditures. Total Assets were \$1,895,860.00, which matched the Liabilities and Fund Balance of \$1,895,860.00.

There being no corrections or additions, Treasurer Estella Saenz moved for acceptance of the Unadjusted Financial Report ended September 30, 2024. Motion was seconded by Vice Chair Jose G. Vargas and approved 4-0.

5. Update related to investments.

Financial Officer Joe Salazar noted that during the Board meeting of August 28, 2024, the MEDA Board of Directors adopted a MEDA Investment Policy, authorized participation in the TexPool Investment Pools, and approved a TexPool Investment Pools Participation Agreement. He explained that TexPool requires approved minutes of these actions; therefore, he will be sending those minutes to TexPool after this meeting. He also mentioned that, as a result, the account is currently inactive, and there are no reports available. Mr. Salazar mentioned that the account currently holds \$948,000; however, it is not generating any investment income at this time. An investment report will be provided in the next quarter.

No action was taken or required.

6. Adjournment.

At 6:04 PM, Vice Chair Jose G. Vargas moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS REGULAR MEETING HELD ON OCTOBER 30, 2024 WERE APPROVED ON THIS THE 11TH DAY OF DECEMBER, 2024.

Deborah L. Cordova, Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Cesar Torres, Chief of Police

AGENDA ITEM: Approval of Resolution No. _____ authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for the Texas Citrus Fiesta Parade on Saturday, January 25, 2025 - Torres

NATURE OF REQUEST:

The Texas Citrus Parade is scheduled for January 25, 2025. The agreement is required by the Texas Department of Transportation for the closure of Texas Highway 107 (Conway Avenue) between the Two and a Half Mile Line and Interstate 2, the 100 and 200 Block of West Tom Landry and the 100 and 200 Block of West Business Highway 83. The Mission Police Department is responsible for securing the route to ensure the safety of both motorists and pedestrians.

BUDGETED: _____ **FUND:** _____ **ACCT. #:** _____

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval.

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

Resolution No. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY FOR THE TEXAS CITRUS FIESTA PARADE AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE:

WHEREAS, the state owns and operates a system of highways for public use and benefit including Mission, in Hidalgo County; and

WHEREAS, the City has requested the temporary closure of Texas Highway 107 (Conway Avenue), between the Two and a Half Mile Line and U.S. Interstate 2, the 100 and 200 Block of West Tom Landry Street and the 100 and 200 block of West U.S. Business Highway 83 in the attached as described in “Exhibit A” to the attached agreement hereinafter identified as the “Event,” and

WHEREAS, the Event will be located within the City’s incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State’s right-of-way will be performed within the State’s requirement, and in connection there with, the State requires an agreement between the City and the State in regard thereto; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State Highway System; and

WHEREAS, the attached agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12

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

SECTION 1: The Texas Citrus Fiesta Parade is an event that serves a public purpose.

SECTION 2: The attached agreement which is made a part hereof for all purposes is approved and the City Manager is authorized to sign same on behalf of the City.

SECTION 3: Pursuant to said agreement, the City will close sections of the State Right-of-Way being: Texas Highway 107 (Conway Avenue) between the Two and a Half Mile Line and U.S. Interstate 2, the 100 and 200 Block of West Tom Landry Street and the 100 and 200 Block of West Business Highway 83.

SECTION 4: The City Manager is authorized to issue a parade permit for the Texas Citrus Fiesta Parade.

READ, CONSIDERED AND APPROVED on this, the 13TH day of January 2025

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

STATE OF TEXAS §

COUNTY OF §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT-OF-WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Mission, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "City."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Mission, in Hidalgo, County; and

WHEREAS, the City has requested the temporary closure of Texas Hwy 107 (Conway Ave.) between Two and a Half Mile Line and U.S. Interstate 2, 100 & 200 block of West Tom Landry Street and 100 & 200 block of West Business Highway 83 (Westbound) for the purpose of Texas Citrus Fiesta Parade, as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the City's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right-of-way will be performed within the State's requirements; and

WHEREAS, on the 13th day of January of 2025, the Mission City Council passed Resolution / Ordinance No. _____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the City to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The description of the Event, including the proposed schedule of start and stop times, approximate number of people attending the Event, and equipment involved shall be attached hereto and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The City shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The City shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right-of-way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State.

C. The City will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

D. The City will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right-of-way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The City will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the City shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

E. The City hereby assures the State that there will be appropriate passage allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the City's traffic control plan.

F. The City will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right-of-way and restore or repair the State's right-of-way, including roadway and drainage structures, signs, and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural environment, including landscape features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the City will remain the property of the City. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right-of-way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations and liabilities of the State and City under this agreement. If the potential termination of this agreement is due to the failure of the City to fulfill its contractual obligations as set forth herein, the State will notify the City that possible breach of contract has occurred. The City must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the City does not remedy the breach to the satisfaction of the State, the City shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right-of-way, the City and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period that the City and/or its contractors are encroaching upon the State right-of-way.

B. In the event the City is a self-insured entity, the City shall provide the State proof of its self-insurance. The City agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the City and the State.

Article 10. COMPLIANCE WITH LAWS

The City shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right-of-way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the

following respective addresses:

City:	State:
City of Mission	Texas Department of Transportation
1201 East 8 th Street, Mission, Tx	

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF MISSION

Executed on behalf of the City by:

By _____ Date _____
City Official

Typed or Printed Name and Title Mike R. Perez
City Manager

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

By _____ Date _____
Director of Maintenance

Exhibit A**ROAD CLOSURE EVENT NAME AND DATE**

NAME: City of Mission Texas Citrus Fiesta Parade

DATE OF CLOSURE: Saturday January 25th, 2025

TIME OF CLOSURE: 6:00 am through 3:00 pm

(SEE ATTACHED ROUTE MAP AND ROAD CLOSURES)

Exhibit B

RESOLUTION

Exhibit C



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Authorization to award contract for Security Guard Services to MLG Protection Services – Torres

NATURE OF REQUEST:

On September 23, 2024, City Council approved the solicitation of proposals for Security Guard Services for buildings/events throughout the city on an as needed basis. The City of Mission accepted and opened five (5) proposals for security guard services. After evaluation and assessment, it has been determined that the following recommendation for award would be the best and most advantageous to the City of Mission: MLG Protection Services. Contract shall be one (1) year from contract award date with the option to renew for an additional two (2) consecutive, one (1) year periods.

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-430-94810

BUDGET: 38,760.00 **EST. COST:** \$15,000.00 **CURRENT BUDGET BALANCE:** \$23,492.00

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

PROPOSAL NAME/NUMBER: 25-002-10-23 / Security Guard Services

OPEN DATE: October 23, 2024 2:00 PM CST



Vendor Name:	OPS Inc. Security Services	MLG Protection Services	CJC Security & Investigations, LLC.	Clandestin Group, Inc.	BLSS, LLC
Street address:	8200 Wednesbury Ln., Ste. 330A	2515-B E. Griffin Parkway	15939 E. Davis Rd.	24207 Palomino Sage Trail	609 Eastwood Lane
City, State:	Houston, TX 77074	Mission, TX 78502	Edinburg, TX 78542	Katy, TX 77493	Edinburg, TX 78542
Phone:	(818) 294-5098	(956) 583-2004	(956) 784-9903	(888) 315-5365	(956) 467-7670
Fax:	(818) 543-0082	(956) 583-2012			
Contact:	Joseph Farag	Armando Garza	Cameron Coleman	Edrick Villarreal	Aaron Ortiz
Email:	procurement@opsincmail.com	mlgprotection@att.net	cjc.guard.services@gmail.com	edrick@clandestingroup.com	info@BL-SS.com

ITEM No.	DESCRIPTION BASE TERM 1 YEAR	UOM	Estimate d Qty	Unit Price	Total Extended Price Per Hour	Unit Price	Total Extended Price Per Hour	Unit Price	Total Extended Price Per Hour	Unit Price	Total Extended Price Per Hour	Unit Price	Total Extended Price Per Hour
1	Events / Building Security Services	Normal Hours	1	\$38.85	\$38.85	\$13.50	\$13.50	\$13.50	\$13.50	\$28.00	\$28.00	\$19.00	\$19.00
2	Events / Building Security Services	Nights/Weekends	1	\$38.85	\$38.85	\$13.50	\$13.50	\$13.50	\$13.50	\$28.00	\$28.00	\$19.00	\$19.00
3	Events / Building Security Services	Emergency	1	\$38.85	\$38.85	\$13.50	\$13.50	\$15.00	\$15.00	\$28.00	\$28.00	\$19.00	\$19.00
4	Unscheduled Events	Normal Hours	1	\$38.85	\$38.85	\$13.50	\$13.50	\$13.50	\$13.50	\$28.00	\$28.00	\$19.00	\$19.00
5	Unscheduled Events	Nights/Weekends	1	\$38.85	\$38.85	\$13.50	\$13.50	\$13.50	\$13.50	\$28.00	\$28.00	\$19.00	\$19.00
6	Unscheduled Events	Emergency	1	\$38.85	\$38.85	\$13.50	\$13.50	\$15.00	\$15.00	\$28.00	\$28.00	\$19.00	\$19.00
Addendums				None		None		None		None		None	
1st. Year renewal				0.00%		3.00%		3.00%		1.00%		3.00%	
2nd. Year renewal				2.00%		5.00%		3.00%		0.00%		5.00%	



OSAL NAME/NUMBER: 21-444-09-20 / Security Guard Services

OPEN DATE: September 20, 2021 2:00 PM CST

Vendor Name:	OPS Inc. Security Services	MLG Protection Services	CJC Security & Investigations,	Clandestin Group, Inc.	BLSS, LLC
Street address:	8200 Wednesbury Ln., Ste. 330A	2515-B E. Griffin Pkwy.	15939 E. Davis Rd.	24207 Palomino Sage Trail	609 Eastwood Lane
City, State:	Houston, TX 77074	Mission, TX 78572	Edinburg, TX 78542	Katy, TX 77493	Edinburg, TX 78542
Phone:	(818) 294-5098	(956) 583-2004	(956) 784-9903	(888) 315-5365	(956) 467-7670
Fax:	(818) 543-0082	(956) 583-2012			
Contact:	Joseph Farag	Armando Garza	Cameron Coleman	Edrick Villarreal	Aaron Ortiz
Email:	procurement@opsincmail.com	mlgprotection@att.net	cjc.guard.services@gmail.com	edrick@clandestingroup.com	info@BL-SS.com

DESCRIPTION of FORMS:						
	Solicitation Signed		Yes	Yes	Yes	Yes
	Terms & Conditions Included		Partial	Yes	Yes	Yes
	Subcontractor(s)/Subconsultant(s)		Yes	Yes	Yes	Not Signed
	Non-Collusive		Yes	Yes	Yes	Yes
	Pricing Schedule		Yes	Yes	Yes	Yes
	Addenda(s)		None	None	None	None
	Gen. Business Questionare		Yes	Yes	Yes	Yes
	References		Yes	Yes	Yes	Yes
	CIQ					

PROPOSAL NAME/NUMBER: 25-002-10-23 / Security Guard Services



N DATE: October 23, 2024 2:00 PM CST

Evaluator		
Assist. Chief Rey Perez	Assist. Chief Ted Rodriguez	Lt. David Meza

Proposer		Rating	Score	Rating	Score	Rating	Score	Average	Notes:
MLG Protection Services		Acceptable		Acceptable		Acceptable			Strengths: (RP) Has been in business in the RGV for over 9 yrs. Has over 350 employees(Guards), Local deployment; <i>Disclosed Qualifications & Experience of the company & capabilities the guards can perform.</i> ; Appears to be a very reputable company; <i>Very reasonable cost for security services</i> (TR) The documents have all the relevant information and Provided a complete & thorough proposal.; <i>Proposer did provide all technical capabilities and continuance education. Additional, proposer also mad all documents available for similar services provided;</i> Proposer has enough staff to ensure that the services required are able to be met. <i>The fees are clearly stipulated on the proposal</i> (DM) Has Multiple Large Contracts with local corporations and school districts, Locally owned, currently contracted with COM; <i>Owner has Law Enforcement training & experience;</i> Proposer is knowledgeable with current city needs & trends; Weaknesses: (DM) Comments: () (DM) States to have over 300 plus employees/guards, <i>Has sufficient personell to fulfill demands;</i> fixed fee form attached \$13.50 hrly;
Sec. A. Responsiveness of Proposal: (15 points max)	Acceptable	15	Acceptable	10	Acceptable	15			
Sec. B. Organization, Personnel, Experience and Performance History: (20 Points max)	Acceptable	20	Not Acceptable	10	Acceptable	17			
Sec. C. Capacity to Perform (15 Points max)	Acceptable	15	Not Acceptable	10	Acceptable	15			
Sec. D. Cost Proposal (50 Points max)	Acceptable	50	Acceptable	25	Acceptable	45			
Total Score		100		55		92		82.33	

PROPOSAL NAME/NUMBER: 25-002-10-23 / Security Guard Services



N DATE: October 23, 2024 2:00 PM CST

Evaluator

Assist. Chief Rey
PerezAssist. Chief Ted
Rodriguez

Lt. David Meza

Proposer		Rating	Score	Rating	Score	Rating	Score	Average	Notes:
BLSS, LLC.		Acceptable		Unacceptable		Acceptable			
Sec. A. Responsiveness of Proposal: (15 points max)	Acceptable	12	Not Acceptable	0	Acceptable	10			Strengths: (RP) (TR) No documentation provided. <i>No information provided on capabilities.</i> ; (DM) owners are current law enforcement officers-are knowledgeable in current crime trends & in civil liability issues. Training to security staff provided by off duty Edinburg PD
Sec. B. Organization, Personnel, Experience and Performance History: (20 Points max)	Acceptable	10	Not Acceptable	2	Acceptable	10			Weaknesses: (RP) Did not list of Municipalities(if any) similar to the City of Mission & References are owners, co-workers. No other references from clients, other than Mission CISD.; <i>Price is slightly higher than other proposals. Yealy renewals are also slightly higher. Does not mention organizations structure.</i> (TR) No documentation about services @ any other site. (DM) company has only been in operation one year; <i>Company has only 1yr in operation;</i>
Sec. C. Capacity to Perform (15 Points max)	Acceptable	10	Not Acceptable	2	Acceptable	7			
Sec. D. Cost Proposal (50 Points max)	Acceptable	30	May be Acceptable	5	Acceptable	40			
Total Score	62		9		67			46.00	Comments: (RP) (TR) See attached backup (DM) Proposer has basic knowledge of work that needs to be done, is currently contracting with MCISD; <i>Company is currently providing Security Service to MCISD; An example of fixed hourly rate for armed/unarmed guards as attached (\$21 hrly)</i>
Clandestin Group, Inc.		Potentially Acceptable		Potentially Acceptable		Unacceptable			
Sec. A. Responsiveness of Proposal: (15 points max)	Acceptable	10	May be Acceptable	2	Acceptable	10			Strengths: (TR) Propser has disclose technical capabilities; (DM) Proposer states they Design Security Officer Training program catered to specific client needs, they offer services for city halls, municipal buildings, etc.; <i>Propser claims 5 yrs in the security guard industry, under this company name.</i>
Sec. B. Organization, Personnel, Experience and Performance History: (20 Points max)	Acceptable	10	May be Acceptable	5	May be made Acceptable	7			Weaknesses: (RP) Not locally based. (TR) No local office or personnel; (DM) Company is not located locally (Katy, TX);
Sec. C. Capacity to Perform (15 Points max)	Acceptable	8	May be Acceptable	5	Acceptable	8			
Sec. D. Cost Proposal (50 Points max)	Acceptable	20	May be Acceptable	10	Acceptable	25			
Total Score	48		22		50			40.00	Comments: (DM) Proposer states to have 13 yrs in the armed security industry, can provide services from small business to corporations.; <i>They need to provide specific qualifications & experience of his personel and his company. Also, must provide specific technical capabilities to the company;</i> Proposer has current contracts with several businesses, nothing for any Municipality. States that the company has 13 yrs of armed security experience. Company has 21 Guards <i>Example of hourly rate is provided. \$26 unarmed/ \$28 Armed</i>

PROPOSAL NAME/NUMBER: 25-002-10-23 / Security Guard Services



N DATE: October 23, 2024 2:00 PM CST

Evaluator

Assist. Chief Rey
PerezAssist. Chief Ted
Rodriguez

Lt. David Meza

Proposer	Rating	Score	Rating	Score	Rating	Score	Average	Notes:
OPS Inc Security Services	Unacceptable		Potentially Acceptable		Acceptable			
Sec. A. Responsiveness of Proposal: (15 points max)	Not Acceptable	5	May be Acceptable	2	Acceptable	12		Strengths: (TR) Proposer uses advanced technology such as geo-tagging and real time reporting; (DM) Proposer lists small Bio on key company employees to include education, training and certifications.;
Sec. B. Organization, Personnel, Experience and Performance History: (20 Points max)	Not Acceptable	5	May be Acceptable	3	Acceptable	10		Weaknesses: (RP) This Security Company is based out of California & headquarters in Houston. Does not specify how the security officers will be deployed to Mission. <i>OPS Inc. is operating in California & proposal does not indicate or provide a list of Municipalities in TX that they are providing service to.</i> (TR) Company is based out of CA, this could have different standards than the TX.; <i>Did not see any City of Municipality that is being protected by the proposer in the state of TX.</i> ; The fees are much higher than other rates. (DM) Did not see anywhere stating of similar municipalities in which they have provided security services. Appears to have no experience in City Building Security Services. <i>Proposal does not state of any business or corporations in which this company is currently providing services to in Texas, company is not locally based.</i> ;
Sec. C. Capacity to Perform (15 Points max)		5	Acceptable	5	May be made Acceptable	6		
Sec. D. Cost Proposal (50 Points max)	Not Acceptable	0	May be Acceptable	3	Acceptable	35		
Total Score	15		13		63		30.33	Comments: (RP) Fees are higher than other proposals. (DM) Did not see anywhere on the proposal stating experience in Municipal Security Guard Svcs.; <i>Fixed fee proposal is attached \$38.85 Hrly</i>
CJC Security & Investigations, LLC.	Unacceptable		Unacceptable		Unacceptable			
Sec. A. Responsiveness of Proposal: (15 points max)	Not Acceptable	0	Not Acceptable	0	Not Acceptable	0		Strengths: (DM)
Sec. B. Organization, Personnel, Experience and Performance History: (20 Points max)	Not Acceptable	0	Not Acceptable	0	Not Acceptable	0		Weaknesses: (DM) Notes to be in Business only 2 yrs, Also, Fails to document any major projects where security was done;
Sec. C. Capacity to Perform (15 Points max)	Not Acceptable	0	Not Acceptable	0	Not Acceptable	0		
Sec. D. Cost Proposal (50 Points max)	Not Acceptable	5	May be Acceptable	0	Acceptable	40		
Total Score	5		0		40		15.00	Comments: (RP) Proposer did not provide any understanding of work to be performed. <i>Proposer did not submit any information about the company's qualifications and experience.</i> ; No information provided on personnel to perform job duties.; <i>Although cost proposal is reasonable, no other company information was provided.</i> (DM) No Documentation on Said proposal to support far understanding of the work to be performed; <i>No documentation of personnel qualifications or experience, no documentation provided on any technical or experience in Municipal Security Svcs.</i> ; Fails to provide any supporting documentation on company its understanding of services involved; <i>Attached is fixed fee of \$13.50 hrly.</i>



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2024
PRESENTED BY: Michael Fernuik, Golf Director
AGENDA ITEM: Authorization to reject and resolicit proposals for the Construction of a Water Well at Shary Municipal Golf Course - Fernuik

NATURE OF REQUEST:

On August 26, 2024 City Council authorized staff to solicit RFP 25-134-12-16 Construction of a Water Well at Shary Municipal Golf Course. Two (2) proposals were received; of which both were deemed unresponsive due to incomplete paperwork. Staff is seeking authorization to reject all proposals received and resolicit for the project.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

25-134-12-16 / Construction of a Water Well at Shary Municipal Golf
BID NAME/NUMBER: Course

OPEN DATE: December 16, 2024 2:00 PM CST



Vendor Name: J4 Water Works, LLC.

Richardson & Dunn, Inc. dba J&S
Water Wells

Street address: 1379 CR 408

1056 E. 1st. St.

City, State: El Campo, TX 77437

Bellville, TX 77418

Phone: (979) 320-4940

(979) 865-2393

Fax:

Contact: Joe "Cuatro" Strack

Monte Richardson

Email: cuatro@j4water.com

shaun@jswaterwells.com

Description	Est. Qty:	UOM	Cost	Total Extended Price	Cost	Total Extended Price
Construction of a Water Well at Shary Municipal Golf Course	460	Feet	\$279.34	\$128,497.32	\$816,061.00	\$375,388,060.00
Days to complete work for Construction of Water Well			39 Calendar Days		40 Calendar Days	

** Shaded areas have been corrected mathematically on extensions

Please Note: J4 Water Works found non-responsive due to not submitting bid bond

Please Note: J&S Water Wells found non-responsive due to not submitting required forms



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of request by State Representative Sergio Munoz, Jr. for District Office Lease Contract at 121 East Tom Landry - Carrillo

NATURE OF REQUEST:

Texas House of Representatives' district office has provided the City of Mission with the contract that the Committee on House Administration approved for office leases.

State Representative Sergio Munoz, Jr. is requesting to continue to lease the office located at 121 East Tom Landry. The lease agreement is for two years beginning on January 14, 2025 and expiring on January 12, 2027 at a cost of \$250.00 per month.

If you are inclined to approve, please include in your motion a finding that such a lease is in the public interest of the City of Mission.

BUGETED: Yes **FUND:** General **ACCT. #:** General
BUDGET: \$2,500 **EST. COST:** \$3,000 **CURRENT BUDGET BALANCE:** \$1,749

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



State of Texas
House of Representatives

DISTRICT OFFICE LEASE CONTRACT

Print

Item 19.

Clear Form

This lease is entered into between City of Mission, herein referred to as Lessor, and the Committee on House Administration of the Texas House of Representatives of the State of Texas, herein referred to as Lessee, for the benefit of Sergio Munoz, Jr., a Member of the House of Representatives of the State of Texas, herein referred to as Member.

For and in consideration of the covenants, conditions, and provisions contained in this instrument, Lessor hereby leases to Lessee the following described property located in Hidalgo County, Texas. The address of the leased property is:

<u>121 E. Tom Landry</u>	<u>Mission</u>	<u>78572</u>
Street Address, Suite, etc.	City	Zip Code

(which includes approximately _____ square feet of floor space), with all the rights easements, and appurtenances belonging thereto and usually had and enjoyed therewith, on the terms and condition contained herein.

I.

The term of this lease begins January 14, 2025 and ends January 12, 2027 but
(Month Day, Year) (Lease must end on or prior to January 12, 2027)

the Lessor understands and agrees that the Lessee may cancel this lease, without penalty, if funds for its continuation are not provided for the next fiscal period or if the Member, for whose benefit this lease is made, ceases to be a Member of the House of Representatives.

II.

Lessee has the option to renew this lease for an additional period of 2 years for the same monthly rental and under the same conditions, covenants, and provisions applicable under this lease during the primary term. To exercise the option, Lessee must give written notice of its election to do so to Lessor not later than 30 days before the expiration of the primary term of the lease.

III.

As rental for the leased premises, Lessee will pay Lessor the sum of 250.00 per month, which shall be paid solely from the funds of the House of Representatives. However, the Lessor agrees that the liability of the House of Representatives to pay the rental is limited to the amount of money in the Member's operating account. If the Member's account is depleted, the House of Representatives may immediately notify the Lessor in writing. Until further notice, neither the House of Representatives nor the State of Texas is responsible for any rent that accrues after the date of the notice. The Lessor may thereupon, terminate the lease or allow the Member to continue to occupy the leasehold on terms mutually agreeable to the Lessor and the Member.

IV.

The leased premises will be used by the Member of the House of Representatives named herein as an office to be used in connection with his/her official business as a State Representative.

V.

Although this lease is for the purpose of providing office space for the Member named in this instrument, no title, credits, allowances, premiums, or anything of value shall inure to the benefit of the Member at any time because of this agreement. (Under Art. III, Sec 18, of the Texas Constitution, neither the legislator nor his firm may contract with the State of Texas if the subject of the contract was authorized or funded by a legislature of which the individual was a member.) The Member named in this lease is not related in the first degree by marriage, or through blood relationship, to anyone who has a financial interest,

either directly or indirectly, in the property leased by the House of Representatives for this said Member. Any agreement contrary to this paragraph renders the lease null and void and renders Lessor liable for the refund of all payments paid hereunder together with interest on that at 10 percent annum, reasonable attorney's fees for the collection of that amount, and all costs incurred with said collection.

VI.

Either party may terminate this lease at any time for failure of the other to comply with the covenants, conditions, and provisions of the lease. Also, either party may terminate this lease by providing the other party with written notice 30 days prior to date of termination.

VII.

The following additional covenants, and provisions are further agreed to by Lessor and Lessee:

VIII.

The covenants and conditions in this instrument are the full and complete terms of this lease. No alterations, amendments or modifications of those terms are binding unless reduced to writing and signed by the parties to the lease.

City of Mission

Lessor's Company Name (type or print)	Date
Norie Gonzalez Garza	
Lessor's Name (type or print)	Date
	Mayor
Lessor's Signature (1)	Lessor's Signatory's Title (1)
1201 E. 8th Street	956-580-8662
Lessor's Address	Telephone Number
Municipality	74-60012038
Lessor's Type of Organization (2)	Lessor's Tax ID Number (3)
Signature of State Representative (4)	Date
Signature of House Administration Chairman (5)	Date

Note:

1. Must be signed by lessor or person authorized to contractually bind said individual, partnership, company or corporation. **Signature must be an original signature (not from a signature stamp or photo copied).**
2. Lessor's type of organization (law firms, realtor firm, sole proprietorship, dental firm, etc.).
3. The applicable tax identification number for individual, partnership, or corporation for reporting rent payments to the Internal Revenue Service.
4. Member of the Texas House of Representatives whose office operating account is to be charged. **Signature must be an original signature (not from a signature stamp or photo copied).**
5. Chairman of Committee on House Administration or person authorized to sign such agreements.

I, Sergio Munoz, Jr. do not have an interest
Name of Member
in the described property that I have requested the Texas House of Representatives to enter into a district office lease contract. Furthermore, I hereby state that I am not related in the first degree by marriage or through blood relationship to anyone who has a financial interest either directly or indirectly in the property leased by the House of Representatives for this said member. If I should acquire an interest in said property, I will advise the Chair of the Committee on House Administration in writing and terminate my district office lease immediately at no expense to the House of Representatives.

Member's Signature

Date



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Ordinance # _____ granting a wet designation for 301 N. Shary Road, Ste. 240, El Itacate - Carrillo

NATURE OF REQUEST:

Staff is requesting the above-mentioned property be wet zoned for the sale of Mixed Beverages on Premise Permit. City Council approved the CUP on November 12, 2024.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

**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
301 N. SHARY ROAD, STE. 240 - EL ITACATE**

WHEREAS, City Ordinance No.780, passed and approved by the City Council of the City of Mission on October 7, 1974 designates certain places where beer and other alcoholic beverages may be sold within the corporate limits of the city; and

WHEREAS, a request has been submitted for the designation of a "wet area", for the property located at:

301 N. SHARY ROAD, STE. 240
EL ITACATE

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

1. The property located at 301 N. Shary Road, Ste. 240 – El Itacate, is designated as "wet area".
2. Said property located at 301 N. Shary Road, Ste. 240 – El Itacate, shall be included in the designated areas where alcoholic beverages may be sold within the city.

READ, CONSIDERED AND APPROVED this 13th day of January, 2025.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Andy Garcia, Assistant City Manager
AGENDA ITEM: Authorization to Award Bid for Utility Bill Printing and Mailing Services for the City of Mission - Garcia

NATURE OF REQUEST:

The City of Mission accepted and opened two (2) bid responses for Utility Bill Printing and Mailing Services. Staff is recommending awarding to Upper Valley Mail Services who is the lowest responsible bidder meeting all specifications. Term of the contract is for one year with two one-year renewal options. Mailing services will be utilized on a daily basis, printing services will be utilized on an as needed basis.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-417-54490

BUDGET: \$ 2,500.00 **EST. COST:** \$ 2,200.00 **CURRENT BUDGET BALANCE:** \$ 2,206.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 25-133-12-04 / Printing and Mailing Services



OPEN DATE: December 11, 2024 2:00 PM CST

Vendor Name:	Upper Valley Mail Services, LLC.	Liles Legacy Group, Inc.
Street address:	1418 Beech Ave., Ste. 109	2640 E. League City Parkway, Ste. 104
City, State:	McAllen, TX 78501	League City, TX 77573
Phone:	(956) 668-7678	(281) 549-4459
Fax:		
Contact:	Patrick J. Hettler	Naijah Liles
Email:	postman217@aol.com	naijah@lileslegacygroup.com

DESCRIPTION:		UOM	Estimated Piece Qty:	Unit Price	Total Extended Price	Unit Price	Total Extended Price
Mail Pick-up Services							
1	Daily Mail Pick-up Monthly Services	Monthly	12	.095 per piece		\$85.00 per day	\$1,700 per month
Printing and Mailing Services							
2	Daily Mail Pick-up Monthly Services	20,000 and under	20,000	\$0.858	\$17,160.00	\$2.19	\$43,800.00
3	Daily Mail Pick-up Monthly Services	20,001 and over	30,000	\$0.788	\$23,640.00	\$1.98	\$59,400.00
1st year renewal option					0.0%		1.0%
2nd year renewal option					0.0%		2.0%
Addendums				Yes		Yes	

Apparent Low Bidder: Upper Valley Mail Services, LLC.

Note:

BID NAME/NUMBER: 25-133-12-04 / Printing and Mailing Services



OPEN DATE: December 11, 2024 2:00 PM CST

Vendor Name:	Upper Valley Mail Services, LLC.	Liles Legacy Group, Inc.	
Street address:	1418 Beech Ave., Ste. 109	2640 E. League City Parkway, Ste. 104	
City, State:	McAllen, TX 78501	League City, TX 77573	
Phone:	(956) 668-7678	(281) 549-4459	
Fax:			
Contact:	Patrick J. Hettler	Naijah Liles	
Email:	postman217@aol.com	naijah@lileslegacygroup.com	

DESCRIPTION of FORMS:				
	Solicitation Signed		Yes	Yes
	Terms & Conditions Included		Yes	Yes
	Sub-Contractor List		Yes	Yes
	Non-Collusive		Yes	Yes
	Pricing Schedule		Yes	Yes
	Addenda(s)		Yes	Yes
	Gen. Business Questionare		Yes	Yes
	References		Yes	Yes
	CIQ			
	Debarment			



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Kenia Gomez, Media Relations Director
AGENDA ITEM: Authorize modification to the Personal Services Contract with Decibel Communications for services related to the 2025 City of Mission State of the City Address, to update the payment schedule and adjust the completion date for the scope of services due to change in the event date – K. Gomez

NATURE OF REQUEST:

The 2025 City of Mission State of the City Address, originally scheduled for April 2025, has been rescheduled to September 2025. As a result, the Personal Services Contract with Decibel Communications must be modified to reflect the updated payment schedule and the completion date for the scope of services to align with the new event date.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-300-33217

BUDGET: \$100,000 **EST. COST:** \$0 **CURRENT BUDGET BALANCE:** \$100,000

BUGETED: Yes **FUND:** General **ACCT. #:** 01-417-94806

BUDGET: \$100,000 **EST. COST:** \$59,800 **CURRENT BUDGET BALANCE:** \$100,000

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**CONTRACT BY AND BETWEEN
CITY OF MISSION, TEXAS AND
DECIBEL COMMUNICATIONS**

This Contract is made and entered by and between Decibel Communications, a company authorized to conduct business in the State of Texas, (hereinafter, “Contractor”) and the City of Mission, Texas, a home-rule municipal corporation (hereinafter, the “City”). For and in consideration of the covenants and agreements contained herein, and for the mutual benefits to be obtained hereby, the parties agree as follows:

**SECTION 1:
SCOPE OF SERVICES**

Contractor shall provide all labor, supervision, materials and equipment necessary for the Mayor’s State of the City Address, including but not limited to event design, content production, event production, and visual content, from conceptualization to execution, while also serving as a creative partner by brainstorming and developing ideas for the theme, design, and overall event strategy. These services shall be provided in accordance with the Scope of Services proposal presented by Decibel Communications, a copy of which is attached hereto and incorporated herein as Exhibit “A”. This Contract consists of this written agreement and Exhibit A. These documents make up the Contract documents and what is called for by one shall be as binding as if called for by all. In the event of an inconsistency or conflict in any of the provisions of the Contract documents, the inconsistency or conflict shall be resolved by giving precedence first to this written agreement, then to Exhibit A.

**SECTION 2:
TERM OF CONTRACT**

The Term of this Contract shall commence upon the Effective Date provided herein and shall expire upon completion of the Scope of Services provided herein, but not later than September 22, 2025.

**SECTION 3:
WARRANTY**

Contractor warrants and covenants to the City that all services provided by Contractor, Contractor’s subcontractors, and agents under this agreement shall be free of defects and produced and performed in a skillful and workmanlike manner and shall comply with the specifications set forth in Exhibit “A”.

SECTION 4:

PAYMENT

Payment hereunder by the City for services provided by Contractor shall only be made according to the following:

1. All of Contractor's requests for payment(s) of services rendered under this Contract shall *only* be paid from Sponsorship Sales Deposits, as of the date of Contractor's payment request. All of Contractor's requests for payment(s) shall be submitted on or before September 22, 2025. Any requests by Contractor for payment submitted after that date shall not be eligible for payment from the City and shall be considered waived by the Contractor.
2. Payment to the contractor will be issued in three equal installments, distributed over the course of the contract as per the agreed schedule. The first payment will be no later than July 28, 2025, the second payment no later than August 25, 2025, and the final payment no later than September 22, 2025, after the completion of the event.
3. The Contractor agrees that the City will not be obligated to pay Contractor for any services rendered under this Contract from any city funds, other than Sponsorship Sale Deposits received by the City of Mission.
4. In all cases, Contractor agrees that the total compensation and consideration for its performance of the terms prescribed under this Contract shall not exceed \$59,800.00.

SECTION 5:

INDEMNIFICATION

CONTRACTOR AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS THE CITY AND ITS RESPECTIVE OFFICERS, AGENTS, AND EMPLOYEES HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, FINES, PENALTIES, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH) PROPERTY DAMAGE OR OTHER HARM OR VIOLATIONS FOR WHICH RECOVERY OF DAMAGES, FINES, OR PENALTIES IS SOUGHT OR SUFFERED BY ANY PERSON OR PERSONS THAT MAY ARISE OUT OF OR BE OCCASIONED BY CONTRACTOR'S BREACH OF ANY OF THESE TERMS OR PROVISIONS OF THE CONTRACT, VIOLATIONS OF LAW, OR BY ANY NEGLIGENT, INTENTIONAL, OR STRICTLY LIABLE ACT OR OMISSION OF THE CONTRACTOR, ITS OFFICERS, AGENTS, EMPLOYEES, SUBCONTRACTORS, INVITEES, OR ANY OTHER PERSONS OR ENTITIES WHICH THE CONTRACTOR IS LEGALLY RESPONSIBLE IN THE PERFORMANCE OF THIS CONTRACT. THE INDEMNITY IN THIS PARAGRAPH SHALL NOT APPLY TO THE ANY LIABILITY RESULTING FROM THE SOLE GROSS NEGLIGENCE OF THE CITY, AND ITS OFFICERS, AGENTS EMPLOYEES OR SEPARATE CONTRACTORS. THE CITY OF MISSION DOES NOT

WAIVE ANY GOVERNMENTAL IMMUNITY OR OTHER DEFENSES AVAILABLE TO IT UNDER TEXAS OR FEDERAL LAW. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND ARE NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

SECTION 6:

VENUE

The laws of the State of Texas, shall govern the interpretation, validity, performance and enforcement of this Contract. The parties agree that this Contract is performable in Hidalgo County, Texas, and that exclusive venue shall lie in Hidalgo County, Texas.

SECTION 7:

ASSIGNMENT AND SUBLETTING

Contractor agrees to retain control and to give full attention to the fulfillment of this Contract, that this Contract shall not be assigned or sublet without the prior written consent of City, and that no part or feature of the work will be sublet to anyone objectionable to City. Contractor further agrees that the subletting of any portion or feature of the work, equipment or materials required in the performance of this Contract, shall not relieve Contractor from its full obligations to City as provided by this Contract.

SECTION 8:

INDEPENDENT CONTRACTOR

Contractor covenants and agrees that Contractor is an independent contractor and not an officer, agent, servant or employee of City; that Contractor shall have exclusive control of and exclusive right to control the details of the work performed hereunder and all persons performing same, and shall be responsible for the acts and omissions of its officers, agents, employees, contractors, subcontractors and consultants; that the doctrine of respondent superior shall not apply as between City and Contractor, its officers, agents, employees, contractors, subcontractors and consultants, and nothing herein shall be construed as creating a partnership or joint enterprise between City and Contractor.

SECTION 9:

VAFFIDAVIT OF NO PROHIBITED INTEREST

Contractor acknowledges and represents it is aware of all applicable laws, City Charter, and City Code of Conduct regarding prohibited interests and that the existence of a prohibited interest at any time will render the Contract voidable. Contractor has executed the Affidavit of No Prohibited Interest and has filed the same with either the City's Purchasing Department and/or City Secretary.

SECTION 10:

SEVERABILITY

The provisions of this Contract are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Contract is for any reason held to be contrary to the law or contrary to any rule or regulation having the force and effect of the law, such decisions shall not affect the remaining portions of the Contract. However, upon the occurrence of such event, either party may terminate this Contract by giving the other party thirty (30) days written notice.

SECTION 11:

ENTIRE AGREEMENT

This Contract and its attachments embody the entire agreement between the parties and may only be modified in writing if executed by both parties.

SECTION 12:

NOTICE

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

If to City: City of Mission
Mike Perez, City Manager
1201 E. 8th St
Mission, Texas 78572

With Copy to:
City Attorney's Office
Patricia A. Rigney, City Attorney
1201 E. 8th St
Mission, Texas 78572

If to Contractor: Decibel Communications
Neil Barraclough, Managing Partner

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

SECTION 13:**CONTRACT INTERPRETATION**

Although this Contract is drafted by City, should any part be in dispute, the parties agree that the Contract shall not be construed more favorably for either party.

SECTION 14:**SUCCESSORS AND ASSIGNS**

This Contract shall be binding upon the parties hereto, their successors, heirs, personal representatives and assigns.

SECTION 15:**AUTHORITY TO SIGN**

The undersigned officers and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto.

SECTION 16:**EFFECTIVE DATE**

This Contract shall be effective from and after _____, 2025.

IN WITNESS WHEREOF, the parties have executed this Contract by signing below.

CONTRACTOR:

DECIBEL COMMUNICATIONS

NEIL BARRACLOUGH, MANAGING PARTNER

CITY OF MISSION:

MIKE PEREZ, CITY MANAGER

CITY OF MISSION : STATE OF THE CITY

2025

Decibel Communications is honored to present a vision for producing the 2025 State of the City address for the City of Mission. We are committed to helping you identify a purpose-driven event theme that resonates with your audience and aligns with your goals. From conceptualization to execution, we will ensure that every element—visuals, content, production, and overall experience—works cohesively to amplify the theme's message, creating an impactful and memorable event that drives meaningful engagement.

SCOPE OF WORK

QUOTE VALID UNTIL APRIL 14, 2025

LOCATION: Mission Event Center | DATE: Set up: Apr. 7+8 / Rehearsal: Apr. 9 / Event Day: Apr. 10

1. Screens and Visual Setup

- » On-Stage LED Screen: Provide and install multi-angle LED screen.
- » Design and Installation: Design, print, and install a custom stage backdrop, ensuring a visually striking and professional aesthetic.

2. Audio Equipment and Support

- » Audio Board: High-quality audio mixing board to manage all sound sources.
- » Speakers: PA system optimized for venue size and acoustics.
- » Audio Engineer: Dedicated professional to ensure seamless sound quality throughout the event.
- » Audio/Video Mult-Box: Allow local media to connect and capture event audio/video feed.

3. Lighting Design

- » Provide stage and show lighting tailored to the event's theme, ensuring dynamic visual engagement.

4. Video Production

- » Live Feed Production:
 - Five cameras (2 on gimbals) to capture the event from multiple angles.
 - Videographers stationed for optimal coverage.
 - Photographer for event photos
 - Technical Director to manage video switching, live feed, and playback.
 - Producer to oversee live feed production and TV requirements.
- » Pre-Event Video Production:
 - Shooting and editing of 2–3 videos for event promotion and display.
 - Drone footage for impactful visual storytelling.
 - Graphic Design: Creation of graphics for promotional materials and event displays.
- » Event Video Production:
 - Develop videos tied to event script: estimated 5 key videos (60-90sec) + 6 bumper (30-45sec) videos

5. Teleprompter Operations

- » One operator dedicated to managing the provided teleprompter to ensure smooth speaker delivery.
- » Includes set up and breakdown during rehearsals and main show.

CITY OF MISSION : STATE OF THE CITY 2025

6. Event Coordination and Crew Communication

- » Wireless Headsets: Real-time communication for production crew.
- » Acrylic Podium: Sleek podium for on-stage use.
- » Pipe and Drape: Coverage to conceal production setup space, ensuring a polished look.
- » Stage

We are committed to delivering an event that exceeds expectations and leaves a lasting impression. Please feel free to reach out for any clarifications or adjustments.

We look forward to partnering with you for a successful event!

Proposed Event Budget: \$59,800

PAYMENT TERMS

First Payment no later than March 3

Second Payment 24 March

Third Payment 14 April



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development

AGENDA ITEM: Authorization to solicit RFP pertaining to the FY25 E-Rate Program Administered by the Universal Service Administrative Co. for Information Technology services. - Elizalde

NATURE OF REQUEST:

Staff is seeking authorization to solicit a Request for Proposals (RFP) pertaining to the FY25 E-Rate Program Administered by the Universal Service Administrative Co. The E-Rate program supports school and libraries across the U.S. and ensures that they are connected to information and resources through the internet. The city will seek Category 1 services pertaining to data transmissions services, Internet access and to utilize its available funds of up to \$137,679.00 for a Category 2 project pertaining to internal connections, managed internal broadband services, and basic maintenance of internal connections.

-Services will include but not limited to P2P fiber, Firewall, UPS's, Data Drops, and switches.
 -Category 1 90% Discount Rate on Eligible Items & Category 2 85% Discount Rate on Eligible Items

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

City Of Mission Scope of Services

Bid Name/No.: "E-Rate Program, Administered by the Universal Service Administrative Co." / 25-xxx-xx-xx

- I. Scope of Work: The City of Mission is soliciting Request for Proposals ("RFP") from interested qualified firms for E-rate FY 2025 Category One and Two Services. Proposals must include a pricing worksheet and include the installation (one time) costs (if any). Must adhere to all E-rate deadlines and regulations.
- II. Scope of Service: The preferred manufacturer and model have been stated; equivalent will be considered if RFP specs are met or equivalent. If any product is discontinued, please replace it with the new model that replaced product. For more information: <https://www.usac.org/e-rate/applicant-process/before-you-begin/eligible-services-list/>. Nonequivalent or incomplete proposals will be considered disqualified.
- III. Services: QTY 1 Firewall and Installation, QTY 1 P2P Fiber connection and Installation (City Hall to Library), QTY 80 Uninterrupted Power Supplies, QTY 25 CAT6a Data Drops and Installation, QTY 350 CAT6A Patch Cables.



CITY OF
MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development
AGENDA ITEM: Authorization to submit a grant application requesting \$500 through the FY25 Youth Garden Grant program with the KidsGardening Foundation - Elizalde

NATURE OF REQUEST:

KidsGardening supports organizations bringing the life-changing benefits of gardening to kids through new and existing youth garden programs that enhance the quality of life for youth and their communities. The Speer Memorial Library is seeking support of this program to enhance the development of its Bugs & Butterfly Garden, which will be available to the general public. The grant request is in the amount of \$500 with an additional \$500 request in the form of gardening equipment and supplies. The grant program 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: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development

AGENDA ITEM: Approval of resolution No. _____ authorizing the submission of a grant application for the FY24 Operation Stonegarden program with the Texas Office of the Governor in the amount of \$320,000 - Elizalde

NATURE OF REQUEST:

The Mission Police Department is seeking approval of resolution authorizing the submission of a grant application to the Office of the Governor for the FY24 Operation Stonegarden program in the amount of \$320,000. The project will allow the department to support overtime costs to increase patrol presence throughout the city and especially around the U.S. Mexico border. The funds will also afford the department to acquire two (2) fully equipped vehicles. The program has no match requirement.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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 Hidalgo-2024 OPSG Project #3172910 under the FY24 Operation Stonegarden Program be operated for the 2025-2026 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 FY24 Operation Stonegarden Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 13th day of January 2025.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Elizalde, Grant Administrator

AGENDA ITEM: Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY26 Body Worn Camera Program to the Office of the Governor in the amount of \$37,500 with a 25% cash match – 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 FY26 Body Worn Camera Program and designates the Mayor as the Authorized Representative. The department seeks to purchase 20-body worn cameras for a total grant request of \$37,500 and commits to the required 25% cash match.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION # _____

WHEREAS, The City of Mission finds it in the best interest of the citizens of Mission, Texas that the Mission Police Department's Body Worn Camera project #5343601 under the FY26 Body Worn Camera Program be operated for the 2025-2026 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 FY26 Body Worn Camera Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 13th day of January 2025.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development

AGENDA ITEM: Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY26 Rifle-Resistant Body Armor Grant Program to the Office of the Governor (OOG) in the amount of \$71,000.00. - 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 FY26 Rifle-Resistant Body Armor Grant Program and designates the Mayor as Authorized Representative. The department seeks to purchase 23 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 for the total request of \$71,000. The equipment will be utilized during all life-threatening activities and daily operations. The grant program 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: Finance

Finance Department : N/A

City Manager's Recommendation: Approval *MRP*

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 Rifle Resistant Armor Project #4992302 under the FY26 Rifle Resistant Body Armor Grant Program be operated for the 2025-2026 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 FY26 Rifle Resistant Body Armor Grant Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 13th day of January 2025.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Elizalde, Director of Grants & Strategic Development

AGENDA ITEM: Approval of Resolution No. _____ authorizing the submittal of a grant application for the FY26 Project Safe Neighborhood Grant Program to the Office of the Governor (OOG) in the amount of \$250,000 - 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 FY26 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 and overtime costs, the amount requested is \$250,000. The grant program 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: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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 #4992102 under the FY26 Project Safe Neighborhoods Program be operated for the 2025-2026 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 FY26 Project Safe Neighborhoods Program to the Office of the Governor.

READ, CONSIDERED AND APPROVED, this 13th day of January 2025.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Assistant City Manager
AGENDA ITEM: Authorization to solicit bids for Sanitary Sewer Trunkline Project from Glasscock Road to Bryan Road - Terrazas

NATURE OF REQUEST:

Melden and Hunt has completed the design for the Sanitary Sewer Trunkline Project. Project will consist of a 6,200 linear foot 24" sewer line between Glasscock and Bryan Road north of Expressway 83. A new 24" line is proposed to be placed in parallel to the existing line and connected to the system to increase capacity. Project cost will be reimbursed via a Reimbursement Agreement approved by the MRA/TIRZ on November 21, 2024.

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

BUDGET: No _____ **EST. COST:** \$ _____ **CURRENT BUDGET BALANCE:** 0 _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: MRA/TIRZ

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF
MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Kenia Gomez, Media Relations Director
AGENDA ITEM: Approval of recommendation for website design and style – K. Gomez

NATURE OF REQUEST:

Seeking approval on the recommended design and style for the City of Mission's new website, which was approved on October 14, 2024. A sample of the proposed design has been prepared for review to ensure it aligns with the city's vision and preferences before moving forward with final development.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ **AYES**

_____ **NAYS**

_____ **DISSENTING** _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Authorize 60-month lease of SendPro MailCenter 2000 Postage Meter from Pitney Bowes via Buy Board Contract #775-24 - Carrillo

NATURE OF REQUEST:

Staff is seeking authorization to enter into a 60-month lease for a SendPro MailCenter 2000 postage meter with Pitney Bowes for city departments by way of Buy Board contract # 775-24. The current postage meter contract is expiring February 28, 2025. The previous contract was for \$622.67 per month, the new lease with upgraded equipment and technology will be at a cost of \$607.72 per month. The total cost of the 60-month lease is \$36,463.20 which will be paid on a monthly basis. There is no budget impact since there is a purchase order in place for FY 2024-2025 for the remaining of the fiscal year.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-417-44660
BUDGET: \$9,000.00 **EST. COST:** \$4,861.75 **CURRENT BUDGET BALANCE:** \$5,604.03 (PO)

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Purchasing, Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

--	--

Agreement Number

Your Business Needs

US154402.3 12/21 Page 1 of 3 Y103468472
 ©2021 Pitney Bowes Inc. All rights reserved. See Pitney Bowes Terms for additional terms and conditions
Pitney Bowes Confidential Information

1	HV96000	MailCenter Weighing Platform
1	HVBB	MailCenter 2000
1	HVPS	MailCenter Power Stacker
1	HVSP	MailCenter Shipping Bundle
1	M9SS	USPS Tracking Services
1	ME1C	Meter Equipment - Low
1	MW92705	MailCenter 15in Display
1	PTJ1	SendPro Online-PitneyShip
1	PTJ4	Multicarrier Sending App w HW or Meter
1	PTJ8	SPO-PitneyShip Mailing included w HW
1	PTJC	SPO-PitneyShip Individual
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK3	Meter Integration
1	PTKHV	PitneyShip MailCenter Integration
1	SBDS	Barcode Scanner
1	SJM2	SoftGuard - 2000
1	SPY8	Laser Printer
1	STDSLA	Standard SLA-Equipment Service Agreement (for MailCenter)

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 607.72	\$ 1,823.16

*Does not include any applicable sales, use, or property taxes which will be billed separately.
If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.

- () Tax Exempt Certificate Attached
 () Tax Exempt Certificate Not Required
 (X) Purchase Power® transaction fees included
 () Purchase Power® transaction fees extra

Your Signature Below

Non-Appropriations. You warrant that you have funds available to make all payments until the end of your current fiscal period, and shall use your best efforts to obtain funds to make all payments in each subsequent fiscal period through the end of your Lease Term. If your appropriation request to your legislative body, or funding authority ("Governing Body") for funds to make the payments is denied, you may terminate this Lease on the last day of the fiscal period for which funds have been appropriated, upon (i) submission of documentation reasonably satisfactory to us evidencing the Governing Body's denial of an appropriation sufficient to continue this Lease for the next succeeding fiscal period, and (ii) satisfaction of all charges and obligations under this Lease incurred through the end of the fiscal period for which funds have been appropriated, including the return of the equipment at your expense.

By signing below, you agree to be bound by all the terms and conditions of your State's/Entity's/Cooperative's contract, including the Pitney Bowes Terms, which are available at <http://www.pb.com/states> and are incorporated by reference (collectively, this "Agreement"). The terms and conditions of this Agreement will govern this transaction and be binding on us after we have completed our credit and documentation approvals process and have signed below. The lease requires you either provide proof of insurance or participate in the ValueMAX® equipment protection program (see Section L9 of the Pitney Bowes Terms) for an additional fee. If software is included in the Order, additional terms apply which are available by clicking on the hyperlink for that software located at <http://www.pitneybowes.com/us/license-terms-of-use/software-and-subscription-terms-and-conditions.html>. Those additional terms are incorporated by reference.

BuyBoard #775-24
State/Entity's Contract#

Lessee Signature
Print Name
Title
Date
Email Address

Pitney Bowes Signature
Print Name
Title
Date

Sales Information

Stanford Todd	stanford.todd@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

pitney bowes 

Shipping & Mailing
Postage Meters

SendPro® MailCenter 2000

Streamline your sending workflows.

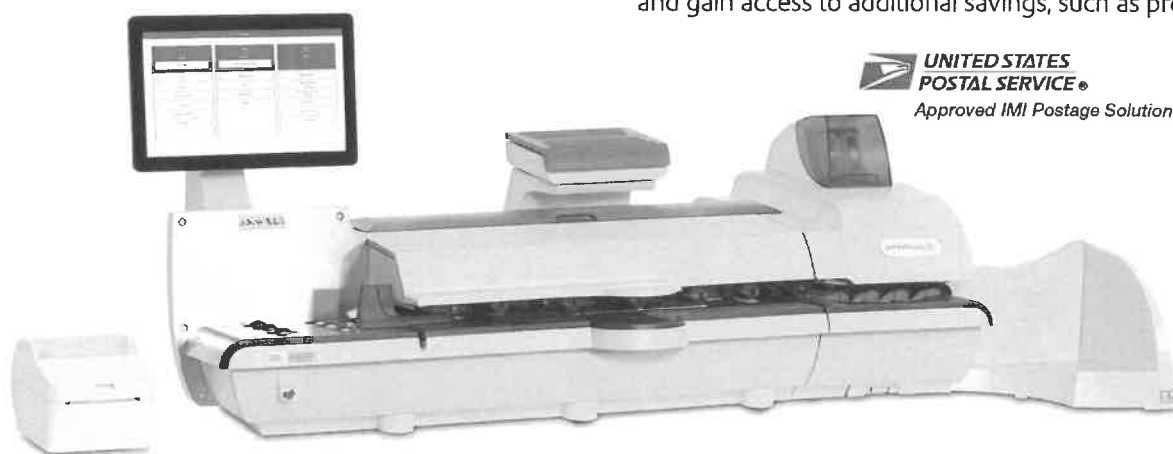
The SendPro MailCenter 2000 simplifies your sending processes by integrating mailing and shipping into a single system and provides a modern user experience making sending anything easy and more streamlined.

With fast automatic-feeding, you can quickly process high volumes of mail, easily ship through USPS®, FedEx® and UPS® and track packages all from one reliable system, improving productivity and creating new levels of efficiency for your organization.

For letter mail, the MailCenter 2000 will seal and print postage at up to 180 letters per minute and can handle mail at up to $\frac{5}{8}$ of an inch thick.

Sorting mixed sized mail is no longer necessary with the Weigh-on-the-Way® feature. The MailCenter 2000 increases productivity by weighing each piece of mail and applying the correct postage as it travels through the machine at up to 115 letters per minute.

- Minimizes downtimes and jamming with reverse separation feeding technology.
- Automatically save on every First Class® letter you send and gain access to additional savings, such as presort rates.



 **UNITED STATES
POSTAL SERVICE®**
Approved IMI Postage Solution

For more information, visit us online: pitneybowes.com

For overnight deliveries and package shipments, the available shipping functionality allows you to compare services for USPS®, FedEx® and UPS® so your packages are sent with the best cost and delivery option available. You will also gain complete visibility into your shipping history, package tracking and carrier spend, all in one place.

- Access special discounts with USPS and UPS or use your existing business accounts
- Accurately weigh packages and print professional looking labels right from the integrated scale and connected shipping label printer

Intuitive user display

The 15" modern, color touch screen display on the SendPro® MailCenter 2000 simplifies the way users process each job and interact with the system. Users can benefit from easy-to-follow menus for the streamlined processing of mail and packages.

Flexible printing

Save on pre-printed stationary costs and increase open rates for your mail. The SendPro MailCenter allows you to print your business logo, return addresses, promotional messages, or graphics directly onto your outbound envelopes at the same time it prints postage for a more professional look.

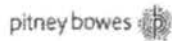
Available desktop shipping

The SendPro MailCenter 2000 enables users outside the mail area to ship packages from their individual PCs with PitneyShip™ or PitneyShip™ Pro, our online multicarrier shipping software powered by the Shipping 360™ platform. Users can access the same shipping capabilities on the MailCenter at their desk to send or track a package delivery.

Specifications	MailCenter 2000
Max mail processing speeds (letters per minute)	Standard: WOW 70 LPM/Non-WOW 145 LPM. Optional: WOW 95 or 115 LPM/Non-WOW 160 or 180 LPM.
Weigh-on-the-Way® (WOW®)	Standard WOW: 70 LPM. Optional WOW: 95 or 115 LPM
Envelope processing thickness	5/8" media size: 3 1/2" x 5" up to 10" x 14"
Dimensions	55"L x 25.1"D x 25.2"H. Drop stacker adds 13.2" to L. Power stacker adds 33.6" to L
IMI indicia on-device stamp printing	Yes
Envelope flap depth	Min 1", max 3 7/8"
Envelope sealing system	Pump-fed pad; closed flap feeding. Seal only mode
Color touchscreen display	Standard 15" detachable display with optional display stand
Scale capacity	Optional: 5, 10, 15 lb small platform with stand. 15-30 lb tabletop platform. 70 and 149lb
Differentiated weighing	Yes
Available shipping carriers	USPS® UPS® FedEx®
Available desktop shipping access	Optional scale and label printer
Optional accounting	Up to 100, 500, 1,000, 3,000, 100k max accounts
Optional expanded analytics	PitneyAnalytics™, Business Manager
Package tape printing	Adhesive roll tape (for large envelopes and packages using non-discounted USPS retail rates)
Peripheral hardware options	Barcode scanner, laser report printer, power stacker portrait flats kit, power stacker, wireless keyboard (for quick alpha-numeric entries).



United States
3001 Summer Street
Stamford, CT 06926-0700



State and Local Fair Market Value Lease

0	0	4	0	1	6	6	5	3	0
---	---	---	---	---	---	---	---	---	---

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

CITY OF MISSION ADMINISTRATION

746001738

Sold-To: Address

1201 E 8TH ST, MISSION, TX, 78572-5812, US

Sold-To: Contact Name

Sold-To: Contact Phone #

Sold-To: Account #

Anna Carrillo

9565808650

0011279735

Bill-To: Address

1201 E 8TH ST, MISSION, TX, 78572-5812, US

Bill-To: Contact Name

Bill-To: Contact Phone #

Bill-To: Account #

Bill-To: Email

Nellie Hernandez

(956) 580-8668

0011279735

nhernandez@missiontexas.us

Ship-To: Address

1201 E 8TH ST, MISSION, TX, 78572-5812, US

Ship-To: Contact Name

Ship-To: Contact Phone #

Ship-To: Account #

Nellie Hernandez

(956) 580-8668

0011279735

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	1FS1	USPS Special Services Software
1	1FWX	15 lb Interfaced Weighing (unit)
1	4W00	Connect+ /SendPro P Series Meter
1	APA2	100 Dept Analytics
1	APFB	Color Graphics Printing
1	APFM	Connect+ Laser Printer Enabled
1	APK2	SendPro P Series Basic Label Printer Pac
1	APKE	SendPro P Receiving Feature
1	APKF	SendPro P Shipping Feature Access
1	APSD	Connect+ 145/70 LPM Speed
1	AZBB	SendPro P2000 Series
1	AZBL	SendPro P2000 Color Print Module
1	ERB1	eReturn Receipt Subscription - P Series

0040166530

1	ERCL	eRR Reference Number Feature Only
1	ERR1	E-Return Receipt Feature
1	F9DD	USPS Special Services Welcome Kit
1	M9SS	Mainstream Intellink Services
1	ME1C	Meter Equipment - P Series, LV
1	MSD1	10" Color Touch Display
1	MSPS	SendPro P Series Power Stacker
1	MW96000	Weighing Platform
1	PTJ1	Postal Shipping
1	PTJN	Single User Access
1	PTJR	50 User Access with Hardware or Meter
1	PTK1	Web Browser Integration
1	PTK3	SendPro P Series Meter Integration
1	SBDS	Barcode Scanner
1	SJM2	SoftGuard for SendPro P2000
1	SPY8	Laser Printer
1	STDLSA	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	T6CS	Receiving - Standard

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
60	\$ 622.67	\$ 1,868.01

*Does not include any applicable sales, use, or property taxes which will be billed separately.

- ☐ Tax Exempt Certificate Attached
☐ Tax Exempt Certificate Not Required
☐ Purchase Power[®] transaction fees included
☒ Purchase Power[®] transaction fees extra

0040166530

Your Signature Below

Non-Appropriations. You warrant that you have funds available to make all payments until the end of your current fiscal period, and shall use your best efforts to obtain funds to make all payments in each subsequent fiscal period through the end of your Lease Term. If your appropriation request to your legislative body, or funding authority ("Governing Body") for funds to make the payments is denied, you may terminate this Lease on the last day of the fiscal period for which funds have been appropriated, upon (i) submission of documentation reasonably satisfactory to us evidencing the Governing Body's denial of an appropriation sufficient to continue this Lease for the next succeeding fiscal period, and (ii) satisfaction of all charges and obligations under this Lease incurred through the end of the fiscal period for which funds have been appropriated, including the return of the equipment at your expense.

By signing below, you agree to be bound by all the terms and conditions of your State's/Entity's/Cooperative's contract, including the Pitney Bowes Terms, which are available at <http://www.pb.com/states> and are incorporated by reference (collectively, this "Agreement"). The terms and conditions of this Agreement will govern this transaction and be binding on us after we have completed our credit and documentation approvals process and have signed below. The lease requires you either provide proof of insurance or participate in the ValueMAX® equipment protection program (see Section L9 of the Pitney Bowes Terms) for an additional fee. If software is included in the Order, additional terms apply which are available by clicking on the hyperlink for that software located at <http://www.pitneybowes.com/us/license-terms-of-use/software-and-subscription-terms-and-conditions.html>. Those additional terms are incorporated by reference.

576-16

State/Entity's Contract#

Lessee Signature

Randy Perez

Print Name

City Manager

Title

11/26/19

Date

acarrillo@missiontexas.us

Email Address

Salvatore Polletta

Pitney Bowes Signature

Salvatore Polletta

Print Name

Director, Credit & New Business Operations

Title

12/3/2019

Date

Sales Information

Stanford Todd

stanford.todd@pb.com

Account Rep Name

Email Address

PBGS Acceptance



Vendor Contract Information Summary

Vendor	Pitney Bowes Inc
Contact	Tracey Keyes
Phone	213-256-1917
Email	tracey.keyes@pb.com
Vendor Website	www.pb.com
TIN	06-0495050
Address Line 1	3001 Summer Street
Vendor City	Stamford
Vendor Zip	6926
Vendor State	CT
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	Net 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	Alabama, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin
Contract Name	Office Supplies and Equipment
Contract No.	755-24



Vendor Contract Information Summary

Item 31.

Effective 12/01/2024

Expiration 11/30/2027

Accepts RFQs Yes



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Asst. City Manager
AGENDA ITEM: Authorization to engage M2 Engineering, PLLC for the design of 22nd Street Expansion Project and authorize City Manager to execute contract incident thereto - Terrazas

NATURE OF REQUEST:

The City of Mission plans to undertake a street improvement project for 22nd Street, which encompasses approximately 1,350 linear feet (LF) of roadway. The scope of work will include new street infrastructure to ensure improved functionality, durability, and safety for vehicular and pedestrian traffic. The project aligns with the city's goals to improve urban mobility, extend the lifespan of transportation infrastructure, and enhance overall community connectivity from Taylor Road to Shary Road. In accordance with the Texas Professional Services Procurement Act (Texas Government Code Sec. 2254.001) After negotiations with M2 Engineering, PLLC, in accordance with Texas Government Code Sec. 2254.004 (a) (2) "Contract for Professional Services of Architect, Engineer, or Surveyor." Cost of the proposal is \$43,500.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

**CONTRACT AGREEMENT
FOR
ENGINEERING/PROFESSIONAL SERVICES**

STATE OF TEXAS
COUNTY OF HIDALGO

PART I. PARTIES AND PROJECT

THIS AGREEMENT is effective as of the date of execution by the last party to sign (the "Effective Date") by and between the City of Mission hereinafter called the **OWNER**, located at 1201 E. 8th St., Mission, TX 78572 and M2 ENGINEERING hereinafter called the **ENGINEER** for the **22nd STREET EXPANSION in Mission, Hidalgo County, Texas**, hereinafter called the **PROJECT**.

PART II. ENGINEERING FEES

The maximum amount payable under this Agreement without modification is **\$43,500.00**. The basis of cost is identified in **EXHIBIT "D" Cost Proposal**, attached hereto.

PART III. TERM OF AGREEMENT

This Agreement shall be in effect until the close of business two years after final execution of this contract.

PART IV. NOTICES

Reports and notices shall be made by **ENGINEER** to **OWNER's** representative:

City of Mission
Attention: Juan Pablo "JP" Terrazas, P.E., CPM
1201 E. 8th St.
Mission, TX 78572

PART V. TERMS AND CONDITIONS

ARTICLE 1. - ENGINEER'S SERVICES

1.1 Basic Services

The work to be furnished by the **ENGINEER** under this Agreement shall consist of engineering services to be developed in accordance with applicable state and local design standards and in a format acceptable to the **OWNER**, and/or other reviewing agencies.

The **ENGINEER** agrees to perform professional services in connection with the **PROJECT**, including normal civil engineering services related thereto, as set forth below and contained within this Agreement. Specifically, the **OWNER** will furnish items and perform those services for fulfillment of the Agreement as identified in **EXHIBIT A "Further Description of Engineering Services and Related Matters: Services to be Provided by the OWNER"**, attached hereto and made a part of this Agreement. The **ENGINEER** shall render professional services necessary for the development of the **PROJECT** as identified in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the ENGINEER"**, attached hereto and made a part of this Agreement. The **ENGINEER** shall perform all work in accordance with the outline identified in **EXHIBIT C "Work Schedule"**, attached hereto and made a part of this Agreement.

1.2 Survey Topography for Design Phase

After written authorization to proceed with the Survey Data Collection and Reporting Phase **ENGINEER** shall provide the following:

The specific duties and responsibilities of **ENGINEER** during the Survey Topography for Design Phase are as indicated in **EXHIBIT B “Further Description of Engineering Services and Related Matters: Services to be Provided by the ENGINEER”**.

1.3 Design Phase

After written authorization to proceed with the Design Phase, **ENGINEER** shall:

1.3.1 In consultation with **OWNER**, review the extent of the **PROJECT** as identified in 1.3.7.

1.3.2 Prepare for incorporation in the construction contract documents final drawings (hereinafter called "Drawings and Specifications") to show the character and extent of the **PROJECT**.

1.3.3 Furnish to **OWNER** such documents and design data as may be required for, and assist in the preparation of, the required documents so that **OWNER** may apply for approvals of such governmental authorities as have jurisdiction over design criteria applicable to the **PROJECT**, and assist in obtaining such approvals by participating in submissions to and negotiations with appropriate authorities.

1.3.4 Advise **OWNER** of any adjustments to the latest opinion of probable Project Cost caused by changes in extent or design requirements of the Project or Construction Costs and furnish a revised opinion of probable Project Cost based on the Drawings and Specifications.

1.3.5 Prepare for review and approval by **OWNER**, his legal counsel and other advisors construction contract agreement forms, general conditions and supplementary conditions, and (where appropriate) bid forms, invitation to bid and instructions to bidders, and assist in the preparation of other related documents.

1.3.6 Furnish four (4) copies of the above documents and present and review them in person with **OWNER**.

1.3.7 The specific duties and responsibilities of **ENGINEER** during the Design Phase are amended and supplemented as indicated in **EXHIBIT B “Further Description of Engineering Services and Related Matters: Services to be Provided by the ENGINEER”**.

1.4 Bidding or Negotiating Phase

After written authorization to proceed with the Bidding or Negotiating Phase, **ENGINEER** shall:

1.4.1 Distribute complementary set of plans and specifications to plan review rooms as designated by **OWNER**.

1.4.2 Conduct a pre-bid conference, inviting all prospective bidders and prospective subcontractors to discuss all aspects and requirements to the proposed work.

1.4.3 Issue all addenda which do not affect the scope of the proposed **PROJECT**. Obtain **OWNER**'s approval prior to issuance of addenda which affect the scope of the **PROJECT** or significantly alters the **PROJECT** as approved by **OWNER**.

1.4.4 Assist the **OWNER** in obtaining bids and prepare tabulations of bids received; submit four (4) copies of the bid tabulation and the **ENGINEER'S** recommendation for the award of contract to the **OWNER**.

1.4.5 Consult with and advise **OWNER** as to the acceptability of subcontractors and other persons and organizations proposed by the prime contractor(s) (hereinafter called "Contractor(s)") for those portions of the work as to which such acceptability is required by the bidding documents.

1.4.6 Consult with and advise **OWNER** as to the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the bidding documents.

1.4.7 The duties and responsibilities of **ENGINEER** during the Bidding or Negotiating Phase are amended and supplemented as indicated in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**.

1.5 Construction Phase

During the Construction Phase, **ENGINEER** shall:

1.5.1 Perform the duties and discharge the responsibilities stated in **PROJECT** specifications after receiving written authorization to proceed with construction. The extent and limitations of the duties, responsibilities and authority of **ENGINEER** as assigned in **PROJECT** specifications shall not be modified, except to the extent provided in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**, and except as **ENGINEER** may otherwise agree in writing. All of **OWNER's** instructions to Contractor(s) will be issued through **ENGINEER** who will have authority to act on behalf of **OWNER** to the extent provided in said Standard General Conditions of the construction contract documents except as otherwise provided in writing.

1.5.2 Make visits to the site at intervals appropriate to the various stages of construction to observe as an experienced and qualified design professional the progress and quality of the executed work of Contractor(s) and to determine if such work is proceeding in accordance with the construction contract documents (hereinafter referred to as "Contract Documents"). During such visits and on the basis of on-site observations, **ENGINEER** shall keep **OWNER** informed of the progress of the work, and shall notify **OWNER** of defects and deficiencies and may disapprove or reject work failing to conform to the Contract Documents.

1.5.3 Review and approve or take other appropriate action in respect of shop drawings and samples, the results of tests and inspections and other data which each Contractor is required to submit but only for conformance with the design concept of the **PROJECT** and compliance with the information given in the Contract Documents (but such review and approval or other action shall not extend to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content as required by the Specifications) maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection which are to be assembled by contractor(s) in accordance with the Contract Documents.

1.5.4 Issue all instructions of **OWNER** to Contractor(s): issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare change orders (**for errors or omissions only**) as required; have authority as **OWNER's** representative to require special inspection or testing of the work; act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder and make decisions on all claims of **OWNER** and Contractor(s) relating to the acceptability of the work or the interpretation of the Contract Documents pertaining to the execution and progress of the work.

1.5.5 Based on **ENGINEER's** on-site observations as an experienced and qualified design professional and on review of applications for payment and the accompanying data schedules, determine the amounts owing to Contractor(s) and recommend in writing payments to Contractor(s) in such amounts; such recommendations of payment will constitute a representation to **OWNER**, based on such observations

and review, that the work has progressed to the point indicated, that, to the best of **ENGINEER's** knowledge, information and belief, the quality of such work is in accordance with the Contract Documents (subject to an evaluation of such work as a functioning **PROJECT** upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractor(s); but by recommending any payment **ENGINEER** will not thereby be deemed to have represented that continuous or exhaustive examinations have been made by **ENGINEER** to check the quality or quantity of the work or to review the means, methods, techniques or procedures of construction or safety precautions or programs incident thereto or that **ENGINEER** has made an examination to ascertain how or for what purposes any Contractor has used the monies paid on account of the contract price.

1.5.6 Conduct an inspection to determine if the **PROJECT** is substantially complete and a final inspection to determine if the work has been completed in accordance with the Contract Documents and if each Contractor has fulfilled all of his obligations thereunder so that **ENGINEER** may recommend, in writing, final payment to each Contractor and may give written notice to **OWNER** and the contractor(s) that the work is acceptable (subject to any conditions therein expressed), by any such recommendation and notice shall be subject to the limitations expressed in Paragraph 1.5.5.

1.5.7 Revise contract drawings to record as-built conditions, with the assistance of the Contractor and **OWNER**. Provide **OWNER** with one (1) set of record drawings, and one (1) set in electronic format.

1.5.8 **ENGINEER** shall not be responsible for the acts or omissions of any Contractor, or subcontractor, or any of the Contractor(s)' or subcontractors' agents or employees or any other persons (except **ENGINEER's** own employees and agents) at the site or otherwise performing any of the Contractor(s)' work; however, nothing contained in Paragraphs 1.5.1 through 1.5.8, inclusive, shall be construed to release **ENGINEER** from liability for failure to properly perform duties undertaken by him in the Contract Documents.

1.5.9 The duties and responsibilities of **ENGINEER** during the Construction Phase are amended and supplemented as indicated in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**.

1.6 Period of Service

1.6.1 The provisions of Article 1 and the various rates of compensation for the **ENGINEER's** services provided for elsewhere in this Agreement have been agreed to in anticipation of the orderly and continuous progress of the **PROJECT** through completion of the Construction Phase. **ENGINEER's** obligation to render services hereunder will extend for a period which may reasonably be required for the design, award of contracts and construction of the **PROJECT** including extra work and required extensions thereto.

1.6.2 If **OWNER** has requested significant modifications or changes in the extent of the **PROJECT**, the time of performance of **ENGINEER's** services and his various rates of compensation shall be adjusted appropriately.

ARTICLE 2. - ADDITIONAL OR SPECIAL SERVICES

2.1 If authorized in writing by **OWNER**, **ENGINEER** shall furnish or obtain Additional or Special Services of the following types which are not considered normal or customary Basic Services except to the extent provided otherwise in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**; compensation to the **ENGINEER** shall be as provided in Article 4.

2.1.1 Preparation of applications and supporting documents for governmental grants, loans or advances in connection with the **PROJECT**; preparation or review of environmental assessments and impact statements; review and evaluation of the effect on the design requirements of the **PROJECT** of

any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the **PROJECT**.

2.1.2 Services resulting from significant changes in extent of the **PROJECT** or its design including, but not limited to, changes in size, complexity, **OWNER's** schedule, or character of construction or method of financing; and revising previously accepted studies, reports, design documents or Contract Documents when such revisions are due to causes beyond **ENGINEER's** control.

2.1.3 Providing models for **OWNER's** use.

2.1.4 Preparing documents for alternate bids requested by **OWNER** for Contractor(s) work which is not executed or documents for out-of-sequence work.

2.1.5 Investigations involving detailed consideration of operations, maintenance and overhead expenses; the preparation of feasibility studies, cash flow and economic evaluations, rate schedules and appraisals; assistance in obtaining financing for the **PROJECT**; evaluating processes available for licensing and assisting **OWNER** in obtaining process licensing; detailed quantity surveys of material, equipment and labor; and audits or inventories required in connection with construction performed by **OWNER**.

2.1.6 Furnishing the services of special consultants for other than the normal civil design.

2.1.7 For services resulting from the arranging for performance by persons other than the principal prime contractors of services for the **OWNER** and administering **OWNER's** contracts for such services.

2.1.8 Services in connection with change orders to reflect changes requested by **OWNER** where such changes are outside the normal scope of this **PROJECT**.

2.1.9 Services during out-of-town travel required of **ENGINEER** other than visits to the site as required in Article 1.

2.1.10 Additional or extended services during construction made necessary by (1) work damaged by fire or other cause during construction; (2) a significant amount of defective or neglected work of Contractor(s) that could not have been reasonably prevented by **ENGINEER** or his representatives; (3) prolongation of the contract time of any prime contract by more than sixty (60) days; (4) acceleration of the progress schedule involving services beyond normal working hours; and (5) default of Contractor(s).

2.1.11 Preparing to serve or serving as a consultant or witness for **OWNER** in any litigation, public hearing or other legal or administrative proceeding involving the **PROJECT** (except as agreed to under Basic Services).

2.1.12 Additional services in connection with the **PROJECT**, including services normally furnished by **OWNER** and services not otherwise provided for in the Agreement.

2.2 Resident Services During Construction

2.2.1 If requested by **OWNER** or recommended by **ENGINEER** and agreed to in writing by the other, a Resident Project Representative will be furnished and will act as directed by **ENGINEER** in order to assist **ENGINEER** in observing performance of the work of Contractor(s). Such services will be paid for by **OWNER** as indicated in Paragraph 4.1.2.3.

2.2.2 The duties and responsibilities and the limitations on the authority of the Resident Project Representative and assistants will be set forth in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**, or if modified or amended is to be identified, attached to and made a part of this Agreement before such services begin.

2.2.3 Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the Resident Project Representative (if furnished) and assistants, **ENGINEER** shall endeavor to provide further protection for **OWNER** against defects and deficiencies in the work of Contractor(s); but the furnishing of such Resident Project representation will not make **ENGINEER** responsible for construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or for Contractor(s)' failure to perform their work in accordance with the Contract Documents.

2.2.4 If **OWNER** designates another person to represent **OWNER** at the **PROJECT** Site who is not **ENGINEER**'s agent or employee, the duties, responsibilities and limitations of authority of such other person and the effect thereof on the duties and responsibilities of **ENGINEER** under this Agreement will be set forth in an exhibit that is to be identified, attached to and made a part of this Agreement before such services begin.

ARTICLE 3. - OWNER's RESPONSIBILITIES

OWNER shall:

3.1 Provide all criteria and full information as to **OWNER**'s requirements for the **PROJECT**, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards which **OWNER** will require to be included in the Drawings and Specifications.

3.2 Assist **ENGINEER** by placing at his disposal all available information pertinent to the **PROJECT**, and/or any other data relative to design or construction of the **PROJECT**.

3.3 Furnish to **ENGINEER**, as required for performance of **ENGINEER**'s Basic Services (except to the extent provided otherwise in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**), data prepared by or services of others, including without limitation core borings, probings and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way; property descriptions; zoning, deed and other land use restriction; and other special data or consultations not covered in Article 2; all of which **ENGINEER** may rely upon in performing his services.

3.4 Arrange for access to and make all provisions for **ENGINEER** to enter upon public and private property as required for **ENGINEER** to perform his services.

3.5 Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **ENGINEER**, obtain advice of an attorney, insurance counselor and other consultants as **OWNER** deems appropriate for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of **ENGINEER**.

3.6 Provide such accounting, independent cost estimating and insurance counseling services as may be required for the **PROJECT**, such legal services as **OWNER** may require or **ENGINEER** may reasonably request with regard to legal issues pertaining to the **PROJECT** including any that may be raised by Contractor(s). Such auditing service as **OWNER** may require to ascertain how or for what purpose any Contractor has used the moneys paid to him under the construction contract and such inspection services as **OWNER** may require to ascertain that Contractor(s) are complying with any law, rule or regulations applicable to their performance of the work.

3.7 Designate in writing a person to act as **OWNER's** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER's** policies and decisions with respect to materials, equipment, elements and systems pertinent to **ENGINEER's** services; **OWNER's** representative for the Project will be: **Juan Pablo "JP" Terrazas, P.E., CPM, Assistant City Manager/City Engineer**

3.8 Give prompt written notice to **ENGINEER** whenever **OWNER** observes or otherwise becomes aware of any development that affects the scope or timing of **ENGINEER's** services, or any defect in the work of Contractor(s).

3.9 Furnish, or direct **ENGINEER** to provide necessary Additional or Special Services as stipulated in Article 2 of this Agreement or other services as required.

3.10 Bear all costs incident to compliance with the requirements of this Article 3.

3.11 The duties and responsibilities of **OWNER** are amended and supplemented as indicated in **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Owner"**.

ARTICLE 4. - PAYMENTS TO ENGINEER

4.1 Methods of Payment for Services and Expenses of ENGINEER.

4.1.1 For Basic Services. **OWNER** shall pay **ENGINEER** for Basic Services rendered under Article 1 (as amended and supplemented by **EXHIBIT B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**) as follows:

Payment of the lump sum fee will be in proportion to the percent completion of the work tasks and Basic Services to be provided by the **Engineer** in accordance with the Cost Proposal identified in **EXHIBIT D – Cost Proposal**.

The final 5% of the Basic Services fee shall not be payable until the As-Built Drawings are submitted by the **ENGINEER**.

4.1.2 For Additional or Special Services. **OWNER** shall pay **ENGINEER** for Additional or Special Services rendered under Article 2 as follows:

4.1.2.1 General. For Additional or Special Services rendered under Paragraphs 2.1.1 through 2.1.10 inclusive, Paragraph 2.1.12, and services in preparation to appear as a consultant or witness under Paragraph 2.1.11, on the basis of a negotiated fee, prior to commencing Additional or Special Services. The negotiated fee for Additional or Special Services will incorporate labor and non-labor rates no higher than shown in the table(s) of Contract Rates as shown in **EXHIBIT D – Cost Proposal**.

Payment of the lump sum fee for Additional or Special Services negotiated and/or as shown in **EXHIBIT D – Cost Proposal**, will be in proportion to the percent completion of the work tasks and Special Services to be provided by the **Engineer**.

4.1.2.2 Serving as a Witness. For the services rendered by principals and employees as consultants or witnesses in any litigation, hearing or proceeding in accordance with Paragraph 2.1.11 at the rate of no more than **\$175** per hour or any portion thereof (but compensation for time spent in preparing to appear in any such litigation, hearing or proceeding will be on the basis provided in Paragraph 4.1.1).

4.1.2.3 Resident Project Services. For resident services during construction under Paragraph 2.2, on the basis of a negotiated daily, weekly or monthly fee.

4.2 Times of Payments

4.2.1 **ENGINEER** shall submit monthly statements for Basic and Additional or Special Services rendered and for Reimbursable Expenses incurred. The statements will be based upon **ENGINEER's** estimate of the proportion of the total services actually completed at the time of billing. **OWNER** shall make prompt monthly payments in response to **ENGINEER's** monthly statements.

4.3 Other Provisions Concerning Payments

4.3.1 If **OWNER** fails to make any payment due **ENGINEER** for services and expenses within thirty (30) days after receipt of **ENGINEER's** bill therefore, the amounts due **ENGINEER** shall include a charge of 10% per annum interest from said thirtieth day, and in addition, **ENGINEER** may, if himself not in default, after giving seven (7) days written notice to **OWNER**, suspend services under this Agreement until he has been paid in full all amounts due him for services and expenses.

4.3.2 In the event of termination by **OWNER** under Paragraph 5.1 upon the completion of any phase of the Basic Services and Additional or Special Services, progress payments due **ENGINEER** for services rendered through such phase shall constitute total payment for such services. In the event of such termination by **OWNER** during any phase of the Basic Services and Additional or Special Services, **ENGINEER** will be paid for services rendered to the termination notice date including reimbursable expenses.

4.4 Definitions

4.4.1 The Payroll Costs used as a basis for payment mean salaries and wages (basic and incentive) paid to all personnel engaged directly on the **PROJECT**, including, but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical personnel, stenographers, typists and clerks; plus the cost of customary and statutory benefits including but not limited to social security contributions, unemployment, excise and payroll taxes, workers compensation, health and retirement benefits, sick leave, vacation and holiday pay applicable thereto.

4.5 Request for Payment. On or before noon of the first Monday of each month during the performance of the services, **ENGINEER** shall submit to **OWNER** for its approval a request for payment ("Request for Payment") in form and substance satisfactory to **OWNER**. Each Request for Payment shall set forth the amount and the sums of all prior services rendered, a detailed breakdown of the amount and the sum of all prior payments. **OWNER** shall review each such Request for Payment and may make such exceptions, as **OWNER** reasonably deems necessary or appropriate under the circumstances then existing. About five (5) working days after the **OWNER's** Board of Commissioners meets approving such payment, the **OWNER** shall make payment to **ENGINEER** in the amount approved as aforesaid subject to 4.7, below.

4.6 Final Payment. After final completion of the work and acceptance thereof by **OWNER**, **ENGINEER** shall submit a final request ("Final Request") which shall set forth all amounts due and remaining unpaid to **ENGINEER** and upon approval thereof by **OWNER**, **OWNER** shall pay to **ENGINEER** the amount due (Final Payment") under such Final Request in accordance with the provisions of 4.5.

The Final Request for Payment shall not be made until **ENGINEER** delivers to **OWNER** an affidavit that so far as **ENGINEER** has knowledge or information, all materials and services over which **ENGINEER** has control have been paid.

4.7 Qualifications on Obligations to Pay. Any provision hereof to the contrary notwithstanding, **OWNER** shall not be obligated to make any payment (whether a payment under Article 4.5 hereof or Final Payment) to **ENGINEER** hereunder if any one or more of the following conditions precedent exist:

4.7.1 **ENGINEER** is in default of any of its obligations hereunder or otherwise is in default under this

Agreement or any of the Contract documents;

4.7.2 Any part of such payment is attributable to Services which are not performed in accordance with this Agreement; provided however, such payment shall be made as to the part thereof attributable to services which were performed in accordance with this Agreement;

4.7.3 **ENGINEER** has failed within ten (10) days after **ENGINEER** has been paid to make payments to consultants or other third parties used in connection with the Services for which **OWNER** has made payment to **ENGINEER**;

4.7.4 If **OWNER**, in its good faith judgment, determines that the portion of the compensation then remaining unpaid will not be sufficient to complete the services in accordance with this Agreement, no additional payments will be due **ENGINEER** hereunder unless and until **ENGINEER**, at its sole cost, performs a sufficient portion of the Services so that such portion of the compensation then remaining unpaid is determined by **OWNER** to be sufficient to so complete the services.

4.8 No partial payment made hereunder shall be or construed to be final acceptance or approval of that part of the services to which such partial payment relates or relieves **ENGINEER** of any of its obligations hereunder with respect thereto.

ENGINEER shall promptly pay all bills for labor and material performed and furnished by others in connection with the performance of the Services.

4.9 Waiver. The making of the Final Payment shall constitute a waiver of all claims by the **OWNER** except those arising from (1) faulty or defective services appearing after completion of the Work, (2) failure of the services to comply with the requirements of this Agreement or the Contract documents or (3) terms of any special warranties required by this Agreement or provided at law or in equity. The acceptance of Final Payment shall constitute a waiver of all claims by the **ENGINEER** except those previously made in writing and identified by the **ENGINEER** as unsettled at the time of the Final Request for payment.

ARTICLE 5. - GENERAL CONSIDERATIONS

5.1 Termination. The obligation to provide further services under this Agreement may be terminated by the **OWNER** upon thirty (30) days written notice at the sole discretion of the **OWNER** or either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

5.2 Ownership of Documents. Original documents (plans, specifications, drawings, designs and survey notes) developed in connection with services performed hereunder belong to, and remain the property of the **OWNER**, in consideration of which it is mutually agreed that the **OWNER** will use them solely in connection with the **PROJECT**. The **ENGINEER** may retain reproducible copies of such documents.

5.3 Controlling Law. This agreement is to be governed by the Laws of the State of Texas. Venue shall be in Hidalgo County.

5.4 Successors and Assigns

5.4.1 **OWNER** and **ENGINEER** each binds himself and his partners, successors, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns and legal representatives of such other party in respect to all covenants, agreements, and obligations of this Agreement.

5.4.2 Neither **OWNER** nor **ENGINEER** shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement

without the written consent of the other except as stated in Paragraph 5.4.1 and except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent **ENGINEER** from employing such independent consultants, associates and sub-contractors as he may deem appropriate to assist him in the performance of services hereunder.

5.5 Attorney's Fees. In the unlikely event that a dispute occurs which is litigated or arbitrated, or a cause of action in law or equity is filed concerning the operation, construction, interpretation or enforcement of this agreement, the losing party shall bear the cost of the attorney's fees incurred by the prevailing party and any and all costs applicable thereto, including but not limited to court costs, deposition fees, expert witness fees, out of pocket expenses and travel expenses which are incurred by the prevailing party.

ARTICLE 6. - SPECIAL PROVISIONS, EXHIBITS AND SCHEDULES

6.1 This Agreement is subject to the following special provisions:

6.1.1 The Certificate of Insurance should be made to the City of Peñitas, P.O. Box 204, Peñitas, TX 78576, and should reference the operation.

All certificates must be received prior to commencement of service/work. All Certificates of insurance shall be approved by the Risk Manager and/or his/her designated representative prior to the commencement of any work.

In the event the insurance coverage expires prior to the completion of this contract, a renewal certificate shall be issued thirty (30) days prior to said expiration date. The City must be notified at least thirty (30) days prior to any material change in and/or cancellation and/or non-renewals of such policies.

The term "City" shall include The City of Peñitas and their employees, officers, officials, agent, and volunteers in respect to the contracted services. Any failure on the part of the City to request required insurance documentation shall not constitute a waiver of the insurance requirement.

The City reserves the right to make reasonable requests or revisions pertaining to the types and limits of that coverage.

During the term of the Contract, the successful contractor/respondent/selected firm shall acquire and maintain, for the duration of the contract period the following insurances:

Comprehensive Commercial General Liability: The Contractor/Respondent/Selected Firm shall provide minimum limits of \$250,000 each occurrence, \$500,000 annual aggregate combined single limit for bodily injury and property damage liability. This shall include premises/operations, independent contractors, products, completed operations, personal and advertising injury, and contractual liability. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs maintained by the City and shall name the "City of Mission" as an additional insured with a waiver of subrogation. The policy of insurance shall be written on an "occurrence" form.

Blanket "XCU" – Explosion, Collapse & Underground
Independent Contractors
Care, Custody and Control
Contractual Liability

No endorsements excluding these coverage's are allowed.

Additional Insured Requirement:

To the fullest extent of coverage allowed under Chapter 151 of the Texas Insurance Code, the City of

Mission shall be included as additional insured under the CGL policy, using ISO Additional Insured Endorsements CG20101001 and CG20371001, or endorsements providing equivalent coverage, including products completed operations

Business Automobile Liability: The Contractor/Respondent/Selected Firm shall maintain limits of no less than \$250,000 combined single limit per occurrence for bodily injury and property damage, and \$500,000 annual aggregate. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs maintained by the City and shall name the "City of Mission" as an additional insured with a waiver of subrogation. The policy of insurance shall be written on an "occurrence" form.

Applicable as long as no fragile or perishable products are transported; otherwise, Cargo Insurance is required.

Additional Insured Requirement:

To the fullest extent of coverage allowed under Chapter 151 of the Texas Insurance Code, the City of Mission shall be included as additional insured under the CGL policy, using ISO Additional Insured Endorsements CG20101001 and CG20371001, or endorsements providing equivalent coverage, including products completed operations

Builder's Risk/Fire & Extended Coverage: The Contractor shall insure the building or other work included in this contract on an all-risk (special causes of loss) policy, with an insurance company or companies acceptable to the Owner. The amount of the insurance at all times to be at least equal to the amount paid on account of work and material and plus the value of the work or materials furnished or delivered but not yet paid for by the Owner. Builder's Risk Policies shall cover loss of materials by theft, vandalism, malicious mischief or other loss whether materials are incorporated in the work or not.

The policies shall be in the names of the City and the Contractor, as their interests may appear, and certificates of insurance shall be delivered to the Owner before monthly partial payments are made. The policy shall provide for the inclusion of names of all other contractors, subcontractors and other employed on the premises as ensured and shall stipulate that the insurance companies shall have no right to subrogation against any contractors, subcontractors or other parties employed on the premises for any work building alterations, construction or erection to the described property.

Workers' Compensation: The contractor/respondent/selected firm shall provide and maintain workers' compensation insurance for all employees in the full amount required by statute and full compliance with the applicable laws of the State of Texas. Employer's Liability insurance shall be provided in amounts not less than \$500,000 per accident for bodily injury by accident; \$500,000 policy limit by disease; and \$500,000 per employee for bodily injury by disease."

In addition, a Waiver of Subrogation Endorsement shall be provided by the contractor naming the City of Mission in said policy for Worker's Compensation Insurance. Contractor/Respondent/Selected Firm shall further ensure that all of its sub-contractors maintain appropriate levels of workers' compensation insurance.

Professional Services - Insurance Provisions: Errors & Omissions (Professional Liability): \$1,000,000 Each Claim Limit \$1,000,000 Aggregate Limit. If coverage is written on a claims-made basis, the retroactive date shall be on or prior to the date of the contractual Agreement. The certificate of insurance shall state that the coverage is claims-made and include the retroactive date. The insurance shall be maintained for the duration of the contractual Agreement and for four (4) years following completion of the services provides under the contractual Agreement or for the warranty period, whichever is longer. An annual certificate of insurance submitted to the City shall evidence coverage.

Deductible Clause: Contractor/Respondent/Selected Firm to declare self-insured retention or deductible amounts in excess of \$25,000.

Other Provisions: All insurance carriers shall be rated A6 or better and be published on a current A.M. Best Rating Guide, or some other recognized equivalent rating service (e.g., Moody's, Standard & Poor's). The City may request a copy of the insurance policy according to the nature of the project. City reserves the right to accept or reject the insurance carrier. All Certificates of Insurance shall be provided on the Acord Form 25. All insurance requirements are imposed and must be complied with by any and all sub-contractors, and/or lower-tier sub-contractors. A copy of endorsements providing Additional Insured, Primary Insurance and Waiver of Subrogation wording shall be attached to the certificates of insurance.

6.1.2 Indemnity. The **OWNER** will require that any contractor or subcontractors performing work in connection with drawings and specifications produced under this Agreement to hold harmless, indemnify and defend, the **OWNER** and the **ENGINEER**, their consultants, and each of their officers, agents, and employees from any and all liability claims, losses or damage arising out of or alleged to arise from the contractor's (or subcontractor's) negligence in the performance of the work described in the construction contract documents.

6.2 The following Exhibits are attached to and made a part of this Agreement:

6.2.1 **Exhibit A "Further Description of Engineering Services and Related Matters: Services to be Provided by the Owner"**

6.2.2 **Exhibit B "Further Description of Engineering Services and Related Matters: Services to be Provided by the Engineer"**

6.2.3 **Exhibit C "Work Schedule"**

6.2.4 **Exhibit D "Cost Proposal"**

6.3 This Agreement (consisting of Pages 1 to 12, inclusive), together with the Exhibit(s) and schedule(s) identified above constitute the entire agreement between **OWNER** and **ENGINEER** and supersedes all prior written or oral understandings. This Agreement and said Exhibit(s) and Schedule(s) may only be amended, supplemented, modified or canceled by a duly executed written instrument.

ARTICLE 7. OTHER CONDITIONS OR SERVICES

7.1 Notwithstanding anything to the contrary contained in this Agreement, **OWNER** and **ENGINEER** agree and acknowledge that **OWNER** is entering into this Agreement in reliance on **ENGINEER's** experience and abilities with respect to performing the Services. The **ENGINEER** accepts the relationship of trust and confidence established between it and the **OWNER** by this Agreement. **ENGINEER** covenants with **OWNER** to use its best efforts, skill, judgment and abilities to design the **PROJECT** and to further the interests of **OWNER** in accordance with **OWNER's** requirements and procedures, in accordance with the National Society for Professional Engineers' professional standards, and in compliance with all applicable national, federal, state and municipal laws, regulations, codes, ordinances, orders and with those of any other body having jurisdiction. Prior to the commencement of construction, **ENGINEER** shall certify in writing to **OWNER** that the Drawings and Specifications and all drawings and the improvements when built in accordance therewith shall conform to all applicable governmental regulations, statutes and ordinances then in effect. **ENGINEER** represents, covenants and agrees that there are no obligations, commitments or impediments of any kind that will limit or prevent performance of the Services.

7.2 The **ENGINEER** represents, covenants and agrees that all of the Services to be furnished by the **ENGINEER** under or pursuant to this Agreement, from the inception of the Agreement until the **PROJECT** has been fully completed, shall be of the standard and quality which prevail among engineers of similar experience, knowledge, skill and ability engaged in engineering practice throughout Texas under the same or similar circumstances involving the design and construction of a project such as the **PROJECT** with all the amenities as set forth in the Drawings and Specifications.

7.3 The **ENGINEER** represents, covenants and agrees that its special talent, training and experience cause it to be the prime professional on the **PROJECT** and that because of such talent and training, **ENGINEER** envisions the construction of the **PROJECT** in its entirety and possesses the special skills which enable it to recognize dangerous conditions that a reasonable, prudent **ENGINEER** having such special skills could anticipate may arise from the proper use of the **PROJECT** after accepted by **OWNER**; as the design professional, it has knowledge which will enable it to recognize specific dangers that may arise from the proper use of the **PROJECT** after accepted by **OWNER**; and, it recognizes that any management, employees, and agents of the **OWNER**, plus guests and visitors are within a class of foreseeable persons who will be relying on the **PROJECT** being designed in a professional and safe manner.

ENGINEER represents, covenants and agrees that its **PROJECT** Drawings and Specifications will be accurate and free from any material errors; shop drawing accuracy will be the responsibility of the Contractor as outlined in the Drawings and Specifications. **ENGINEER** also represents, covenants and agrees to the following: The design of the **PROJECT** will conform to its foreseeable use as a **PROJECT** with all the amenities as set forth in the Drawings and Specifications; the result of the drawings and Specifications, if built in accordance therewith, will be suitable for purposes for which the **PROJECT** is designed; and the **PROJECT** will be designed and construction will be inspected in a workmanlike, professional manner and will be suitable for human occupancy and use. The **ENGINEER**'s responsibilities as set forth herein shall at no time be in any way diminished by reason of any approval by the **OWNER** of the Drawings and specifications nor shall the **ENGINEER** be released from any liability by reason of such approval by the **OWNER**, it being understood that the **OWNER** at all times is ultimately relying upon the **ENGINEER**'s skill and knowledge in preparing the Drawings and specifications. Notwithstanding the immediately preceding sentence, **ENGINEER** may rely on any documents or information forwarded by **OWNER** pursuant to Article 2 hereof.

7.4 The **ENGINEER** represents, covenants and agrees that the person directly in charge of the professional engineering work is duly registered under the applicable Texas law.

7.5 Notwithstanding any provision herein to the contrary, in the event it is necessary for the **OWNER** to require changes in the final plan of the **PROJECT** to enable reduction of construction cost of the **PROJECT** to an amount within the sum estimated by the **ENGINEER**, the **ENGINEER** will be required to make such revisions or changes. Notwithstanding any provisions herein to the contrary, it is agreed that if the project cost is less than the lowest bona fide bid for construction and such low bid is not accepted by the owner, the **ENGINEER**, at its expense, will make all necessary revisions to the plans and specifications to lower the construction to an amount acceptable to **OWNER** and re-bid the project. The project cost is defined as the **ENGINEER**'s final estimate of the probable cost of construction delivered with the completed PS&E. The **OWNER** agrees to give the **ENGINEER** the latitude to make the required changes to the plans and specifications to achieve the required reduction in construction costs; however, the **ENGINEER** shall consult with the **OWNER** on all necessary changes.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

OWNER:
City of Mission

ENGINEER:
M2 Engineering, PLLC

Mike R. Perez
City Manager

DATE

Emigdio "Milo" Salinas, P.E. DATE
President/Owner

APPROVED AS TO FORM:

Patricia A. Rigney
City Attorney

DATE

EXHIBIT "A"

Services to be provided by the OWNER

The following provides an outline of the services to be provided by the **OWNER** in the development of the Project.

The **OWNER** will provide to the **ENGINEER** the following:

- (1) Authorization to the **ENGINEER** to begin work in accordance with Section 3 of this Agreement.
- (2) Payment for work performed by the **ENGINEER** and accepted by the **OWNER** in accordance with Section 6 of the Agreement.
- (3) Assistance to the **ENGINEER**, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the **ENGINEER** cannot easily obtain.
- (4) Provide any available relevant data the **OWNER** may have on file concerning the project.
- (5) Provide timely review and decisions in response to the **ENGINEER'S** request for information and/or required submittals and deliverables, in order for the **ENGINEER** to maintain the agreed-upon work schedule prepared in accordance with Exhibit "C" of this Agreement.
- (6) Attend and participate in progress meetings as required and as coordinated and conducted by the **ENGINEER**.
- (7) Assist the **ENGINEER** in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:

Public Meetings

- (a) Approve agenda and all exhibits prior to public meeting.
 - (b) Approve date and location of the meeting.
 - (c) Review/approve Public Meeting Report.
- (8) Attend the Preliminary Concept Conference coordinated and conducted by the **ENGINEER** and more particularly identified in Attachment "B" of the

Agreement.

- (9) Assist the ENGINEER as required in the coordination with the Hidalgo Urban County and any other coordinating agency or entity.
- (10) Review and approve the Project design criteria.
- (11) Review and approve change orders as required and prepared by the ENGINEER.

EXHIBIT B

-Scope of Services to be provided by the Engineer

PREPARED BY:

M2 ENGINEERING, PLLC.
(M2E)

The City of Mission plans to undertake a street improvement project for 22nd Street, which encompasses approximately 1,350 linear feet (LF) of roadway. The scope of work will include new street infrastructure to ensure improved functionality, durability, and safety for vehicular and pedestrian traffic. The project will address an estimated total area of approximately 5,650 square yards (SY), with slight adjustments (+/-) based on field measurements. The project aligns with the city's goals to improve urban mobility, extend the lifespan of transportation infrastructure, and enhance overall community connectivity from Taylor Road to Shary Road.

Task 1 – Project Orientation and Startup

M2 Engineering, PLLC (M2E) proposes an initial project orientation meeting be scheduled so that both the City of Mission, and the engineer may have a clear understanding of the design and construction process, parameters to be used and the final product desired. Additionally, data field collection will be developed by drone flyover and topography for design.

Task 2 – Preliminary and Final Plans

M2E will provide City of Mission staff with preliminary and final plans during this task. As part of the final plans, M2E will provide a project manual with technical specifications during this task. The output of this task will be the documents necessary for bidding and constructing the project.

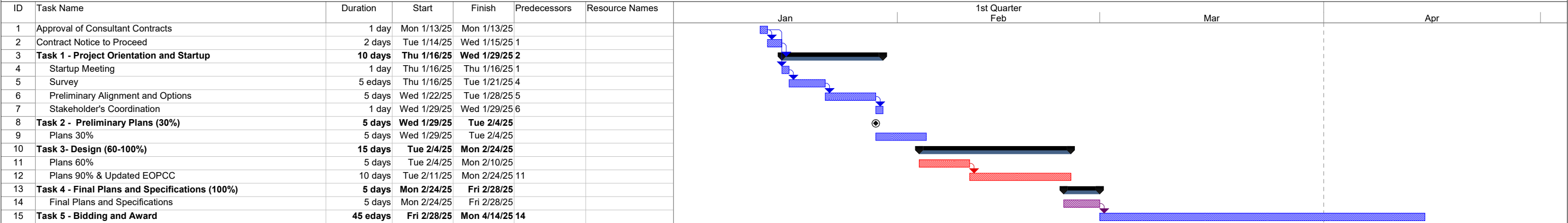
Task 3 – Bidding and Award

A pre-bid meeting will be scheduled if necessary, in order to brief potential bidders and suppliers on the project. Necessary clarifications or addendum will be issued. M2E will attend the bid opening and assist as the City desires.

Task 4 – Construction

M2E will periodically observe ongoing work, identify survey control for the contractor (Construction Staking not included) and assist the City of Mission with certifying periodic payment requests. Upon completion by the contractor, a final inspection will be scheduled with the contractor and City of Mission staff. The outcome of these final inspections will be a Certificate of completion or a punch list of items for the contractor to complete, prior to issuance of a Certificate of Completion.

EXHIBIT C
CITY OF MISSION
22nd Street Expansion Project



Date: Thu 12/19/24

Task

Split

Milestone

Summary

Project Summary

External Tasks

External MileTask

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Progress

Split

Split

Exhibit "D"
 Cost Proposal
 CIVIL SERVICES for
CITY OF MISSION – 22nd STREET EXPANSION PROJECT

PREPARED BY:
M2 ENGINEERING, PLLC.
(M2E)

The City of Mission plans to undertake a street improvement project for 22nd Street, which encompasses approximately 1,350 linear feet (LF) of roadway. The scope of work will include new street infrastructure to ensure improved functionality, durability, and safety for vehicular and pedestrian traffic. The project will address an estimated total area of approximately 5,650 square yards (SY), with slight adjustments (+/-) based on field measurements. The project aligns with the city's goals to improve urban mobility, extend the lifespan of transportation infrastructure, and enhance overall community connectivity from Taylor Road to Shary Road.

Survey:	\$ 5,000.00
Civil Construction Plans:	\$ 28,000.00
Construction Management:	\$ 10,500.00
<hr/>	
Total Contract Amount:	\$43,500.00



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Juan Pablo "JP" Terrazas, P.E., Asst. City Manager
AGENDA ITEM: Authorization to extend Second & Final One-Year renewal for On-Call Geotechnical and Material Testing Services to Millenium Engineers Group, Inc. - Terrazas

NATURE OF REQUEST:

The City of Mission entered into an agreement with Millenium 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 from 1/19/20225 through 1/18/2026

BUGETED: Yes **FUND:** General **ACCT. #:** 01-440-34420

BUDGET: \$ 300,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$234,626

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____

January 2, 2025

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 2nd 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 01/19/2025 to 01/18/2026.

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



PROPOSAL NAME/NUMBER: 23-092-11-28 On-Call Geotechnical and Material Testing Services



OPEN DATE: December 13, 2022 2:00 PM CST

Evaluator

J.P. Terrazas

Edgar Gonzalez

Abel Bocanegra

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
L&G Engineering Consulting 2100 W. Expwy 83 Mercedes, TX 78570	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response: (20 Points max)	Acceptable	17	Acceptable	20	Acceptable	18	
Sec. b. Organization, Personnel, and Experience: (40 Points max)	Acceptable	36	Acceptable	40	Acceptable	37	
Sec. c. Capacity to Perform: (40 Points max)	Acceptable	36	Acceptable	40	Acceptable	36	
Total Score		89		100		91	93.33

Notes:

Strengths: (JPT) (EG) provide QA/QC program; Local office Mission, 2 P.E. in Mission office; Local office Mission, 2 P.E. in Mission office, 3 Geotechnical Drilling Rigs; (AB)

Weaknesses: (JPT) (EG) (AB)

Comments:

Millenium Engineers Group, Inc. 5804 N. Gumwood Pharr, TX 78577	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response: (20 Points max)	Acceptable	19	Acceptable	18	Acceptable	20	
Sec. b. Organization, Personnel, and Experience: (40 Points max)	Acceptable	39	Acceptable	40	Acceptable	38	
Sec. c. Capacity to Perform: (40 Points max)	Acceptable	39	Acceptable	38	Acceptable	38	
Total Score		97		96		96	96.33

Notes:

Strengths: (JPT) (EG) AASHTD certificate, US Army Corp certificate, several letters of recommendation;

Weaknesses: (JPT) (EG) found errors, addressed to Dallas and MISD; current CMT Lab for city and have not attended PCC meeting for subdivision development; (AB)

Comments: (AH)

RABA Kistner, Inc. 600 East Hackberry Ave. McAllen, TX 78501	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response: (20 Points max)	Acceptable	16	Acceptable	20	Acceptable	20	
Sec. b. Organization, Personnel, and Experience: (40 Points max)	Acceptable	36	Acceptable	38	Acceptable	37	
Sec. c. Capacity to Perform: (40 Points max)	Acceptable	36	Acceptable	35	Acceptable	37	
Total Score		88		93		94	91.67

Notes:

Strengths: (JPT) (EG) QA/QC program

Weaknesses: (JPT) (EG) only 1 P.E. out of McAllen office, Lack of staff experience at local office; use subs for drilling (AB)

Comments: (AH)

PROPOSAL NAME/NUMBER: 23-092-11-28 On-Call Geotechnical and Material Testing Services



OPEN DATE: December 13, 2022 2:00 PM CST

Evaluator

J.P. Terrazas

Edgar Gonzalez

Abel Bocanegra

Proposer	Rating	Points	Rating	Points	Rating	Points	Average
Terracon Consultants, Inc. 1506 Mid Cities Dr. Pharr, TX 78577	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response: (20 Points max)	Acceptable	16	Acceptable	20	Acceptable	20	
Sec. b. Organization, Personnel, and Experience: (40 Points max)	Acceptable	36	Acceptable	38	Acceptable	37	
Sec. c. Capacity to Perform: (40 Points max)	Acceptable	36	Acceptable	38	Acceptable	37	
Total Score		88		96		94	92.67

Notes:

Strengths: (JPT) (EG) provide disaster plan and services, have QA/QC program in place;**Weaknesses:** (JPT) (EG) only have 1 P.E. out of Pharr office; *only have 1 P.E. out of Pharr office*; (AB)**Comments:** (AH)

B2Z Engineering, LLC. 900 S. Stewart Rd., Ste. 4 Mission, TX 78572	Acceptable		Acceptable		Acceptable		
Sec. a. General Quality and Adequacy of Response: (20 Points max)	Acceptable	18	Acceptable	20	Acceptable	19	
Sec. b. Organization, Personnel, and Experience: (40 Points max)	Acceptable	38	Acceptable	40	Acceptable	37	
Sec. c. Capacity to Perform: (40 Points max)	Acceptable	37	Acceptable	40	Acceptable	38	
Total Score		93		100		94	95.67

Notes:

Strengths: (JPT) (EG) Included project Quality Manual with Quality Control Plan, Included Business Continuity Plan in case of natural or man made disasters.; 2 P.E. working out of Mission office, Local Mission Office; 3-geotechnical drilling rigs, use Metafield reducing the loss of field paperwork**Weaknesses:** (JPT) (EG) (AB)**Comments:**



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Amy Tijerina, Community Events Director

AGENDA ITEM: Approval of a budget amendment in the amount of \$14,000 from Hotel Motel Tax for the Texas Citrus Fiesta 2025 Coronation Event, and budget amendment in the amount of \$29,566 from the General Fund for salary and benefits for the Events Aide Position – Tijerina

NATURE OF REQUEST:

Requesting funding for the rental of the runway stage for the 2025 Texas Citrus Fiesta Royal Coronation in an amount not to exceed \$14,000.00 and the salary request for position of an Events Aide, with an established salary of \$18,720, Benefits of \$10,846 the total funding required for this position amounts to \$29,566.

BUGETED: No **FUND:** General **ACCT. #:** See budget amend.
BUDGET: \$ **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$

BUGETED: No **FUND:** Hotel/Motel **ACCT. #:** 24-450-94675
BUDGET: \$ **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$

BID AMOUNT: \$

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BA-25-20

FUND: Hotel/Motel

CITY OF MISSION

BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025

DATE: January 13, 2025

DEPARTMENT: Police

FUND: General

BA-25-19

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
				-
01-430-14030	Salaries of Employees	13,910,592.00	18,720.00	13,929,312.00
01-430-24060	Social Security Tax	1,176,887.00	1,432.00	1,178,319.00
01-430-24070	Health Insurance	1,624,101.00	7,451.00	1,631,552.00
01-430-24080	Employee Retirement	1,282,144.00	1,625.00	1,283,769.00
01-430-24100	Unemployment Compensation	57,420.00	261.00	57,681.00
01-430-24110	Workers Compensation	406,707.00	77.00	406,784.00
				-
				-
				-
				-
				-
				-
TOTAL		18,457,851.00	29,566.00	18,487,417.00

JUSTIFICATION

Budget amendment is necessary for the the salary request of a Events Aide position for the Texas Citrus.

Finance Director: Vidal Roman

Date: 1/13/2025

City Council Approved on: _____

Date Posted: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Cesar Torres, Chief of Police
AGENDA ITEM: Authorization to purchase replacement UPS Batteries from Telepro Communications at a cost of \$37,052.09, utilizing TIPS #230105 contract - Torres

NATURE OF REQUEST:

The Mission Police Department seeks authorization to purchase replacement UPS Batteries from Telepro Communications at a cost of \$37,052.09, utilizing TIPS #230105 contract. The UPS operates IT and Dispatch infrastructure. The batteries are more than 6 years old, and there is a potential risk of leakage, damage to equipment and fire hazard.

BUDGETED: Yes **FUND:** Capital Outlay **ACCT. #:** 01-430-74950

BUDGET: _____ **EST. COST:** 37,052.09 **CURRENT BUDGET BALANCE:** 160,485.00

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval.

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



Telepro Communications
12005 N Bryan Rd.
Mission, TX 78573

QUOTE #:

Item 35.

DATE:

Dec 30, 2024

TIPS Contract# 230105

Prepared For:

City of Mission

City of Mission
1201 E. 8th St.
Mission, TX 78572

Your Telepro Team:

Edgar Rodriguez

Project Estimator

erodriguez@teleprocommunications.com

Payment Terms	Valid Through
NET 30	Jan 30, 2025

Thank you for the opportunity to provide this quote. Please let us know if you have any questions.

Qty	Description	Unit Price	Ext. Price
1	CITY OF MISSION CORRECTIVE LABOR & BATTERY REPLACEMENT EATON PROPOSAL- EATON SQ271374-140524b (FOR EATON SERIAL NUMBER EM114UJJ01)	\$37,052.09	\$37,052.09

To place an order, please reach out to Edgar Rodriguez at
erodriguez@teleprocommunications.com

SubTotal	\$37,052.09
Tax	\$0.00
Shipping	\$0.00
TOTAL	\$37,052.09

The Interlocal Purchasing System

Purchasing Made Personal



Item 35.

Printed 7 January 2025

www.teleprocommunications.com

TELEPRO COMMUNICATIONS

EMAIL PO & VENDOR QUOTE TO: TIPSPO@TIPS-USA.COM
PO MUST REFERENCE VENDOR TIPS CONTRACT NUMBER

	<u>PAYMENT TO</u>	<u>TIPS CONTACT</u>
ADDRESS	12005 N. Bryan Rd.	NAME Charlie Martin
CITY	Mission	PHONE (866) 839-8477
STATE	Texas	FAX (866) 839-8472
ZIP	78573	EMAIL tips@tips-usa.com

DISADVANTAGED/MINORITY/WOMAN BUSINESS ENTERPRISE: N

HUB: Y

SERVING STATES

TX

Overview

Telepro Communications provides, installs, services, and programs structured cabling systems, fiber optics, intercom systems, audio/visual systems, intercom systems, surveillance camera systems, network switches, wireless access points, access control systems, and security systems.

AWARDED CONTRACTS "View EDGAR Doc" on Website

Item 35.

Contract	Comodity	Exp Date	EDGAR
211001	Job Order Contracting	01/31/2025	See EDGAR Certification Doc.
230202	Security Systems Products and Services	04/30/2026	See EDGAR Certification Doc.
23010401	Trades, Labor, and Materials (NON-JOC)	04/30/2028	See EDGAR Certification Doc.
23010402	Trades, Labor, and Materials (JOC)	04/30/2026	See EDGAR Certification Doc.
230105	Technology Solutions Products and Services	05/31/2028	See EDGAR Certification Doc.

CONTACTS BY CONTRACTS**211001**

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Emmanuel Arias	Project Manager	(956) 618-2360	earias@teleprocommunications.com

230105

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com

230202

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com

23010401

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com

23010402

Edgar Rodriguez	Project Estimator	(956) 618-2360	erodriguez@teleprocommunications.
Daniel Backhaus	Sr. Project Estimator	(956) 618-2360	daniel@teleprocommunications.com



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Vidal Roman, Finance Director
AGENDA ITEM: Approval of Ordinance # _____ establishing a Rolling Stock Equipment Fund for the Mission Fire Department - Roman

NATURE OF REQUEST:

Rolling Stock Equipment shall include, but not be limited to: All firefighting and emergency medical service, vehicles, equipment, tools, turnout gear and other firefighting/EMS equipment, computers, radios and other electronic devices presently used by the respective Fire Departments in the functioning of their duties. A fund is hereby established, to be maintained by the Finance Department and separately maintained from the other funds of the City, to be designated the Fire Department Rolling Stock Equipment Fund. Contributions may vary from year to year, but shall generally be funded after the first \$1,500,000 in revenue from the Fire Department/Emergency Medical Services has been deposited into the General Fund and thereafter any net collections above the \$1,500,000 collected from the Emergency Medical Services shall be deposited in the FDRSE beginning Fiscal Year 2024-2025 and future years.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance

Advisory Board Recommendation: Internal Audit Committee

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A ROLLING STOCK EQUIPMENT FUND; PROMULGATING RULES AND REGULATIONS CONCERNING THE ESTABLISHMENT AND PURPOSE OF SUCH FUND, AND THE PERMITTED WITHDRAWALS; REPEALING PARTS OF ORDINANCES IN CONFLICT; PROVIDING A SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Mission provides fire suppression, fire prevention and emergency medical services to the citizens of Mission through its Fire Department, utilizing capital assets; and

WHEREAS, the performance and continued use of these capital assets is essential to the health, safety, economic development and quality of life of those receiving services; and

WHEREAS, budgetary pressures often impede capital program expenditures or investments for maintenance and replacement, making it increasingly difficult to sustain the asset in a condition necessary to provide expected service levels; and

WHEREAS, as the physical condition of the assets declines, deferring maintenance and/or replacement or addition of equipment could interfere with the proper functioning of the department; and

WHEREAS, the City Council desires to address the continuing investment necessary to properly maintain, replace and add to its capital assets, while maintaining a fiscally conservative “pay-as-you-go” policy.

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

SECTION ONE. Fire Department Rolling Stock Equipment Fund, to read in its entirety as follows:

- (A) Rolling Stock Equipment shall include, but not be limited to: All fire fighting and emergency medical service, vehicles, equipment, tools, turnout gear and other fire fighting/EMS equipment, computers, radios and other electronic devices presently used by the respective Fire Departments in the functioning of their duties.
- (B) A fund is hereby established, to be maintained by the Finance Department and separately maintained from the other funds of the City, to be designated the Fire Department Rolling Stock Equipment Fund (the FDRSE Fund).
- (C) The FDRSE shall be accounted for as a separate Capital Projects Fund.
- (D) Contributions may vary from year to year, but shall generally be funded after the first \$1,500,000 in revenue from the Fire Department/Emergency Medical Services has been deposited into the General Fund and thereafter any net collections above the

\$1,500,000 collected from the Emergency Medical Services shall be deposited in the FDRSE beginning Fiscal Year 2024-2025 and future years.

Item 36.

(E) At the option of the City Council, other sources may be used to contribute to the Fund, such as proceeds from capital leases or other surplus funds.

SECTION TWO. Expenditures from the Fire Department Rolling Stock Equipment Fund:

- (A) The City shall develop a policy to require a complete inventory and periodic assessment of the physical condition of all existing capital assets of the Fire Department/EMS, and then appropriately plan and budget for any capital replacement needs.
- (B) Withdrawals from the Fund require the authorization of the City Council as required by the City's purchasing policy.
- (C) Withdrawals from the Fund should be restricted to expenditures for Rolling Stock Equipment as defined in Section One.

SECTION THREE. This Ordinance shall not operate to repeal or affect any other ordinance except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

SECTION FOUR. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held unconstitutional, such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION FIVE. This Ordinance shall become effective from and after its passage as provided by law.

PASSED AND APPROVED on First Reading this the 13th day of January 2025 at a Regular Meeting of the City Council of the City of Mission, Texas.

CITY OF MISSION

Norie Gonzalez Garza, MAYOR

ATTEST:

Anna Carrillo, CITY SECRETARY

APPROVED AS TO FORM:

Patricia A. Rigney, CITY ATTORNEY



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Silva – Interim Fire Chief

AGENDA ITEM: Authorization to Purchase Structural Firefighting Protective Gear and Fire Extinguisher Training Prop from NAFECO for a total cost of \$58,707.24 via Buy Board Contract #698-23 - Silva

NATURE OF REQUEST:

The Mission Fire Department is seeking authorization to purchase structural firefighting protective gear and a fire extinguisher training prop from NAFECO. This purchase will be made through Buy Board Contract #698-23 at an estimated cost of \$58,707.24. The firefighting protective gear is essential for ensuring the safety of personnel and maintaining compliance with industry standards. The fire extinguisher training prop will enhance the department's training capabilities, improving readiness and effectiveness in emergency situations. Approval of this purchase will support the department's operational readiness and commitment to safety.

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-431-64270

BUDGET: 211,600 **EST. COST:** 33,246.00 **CURRENT BUDGET BALANCE:** 144,220

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-432-74950

BUDGET: 244,000 **EST. COST:** 24,461.24 **CURRENT BUDGET BALANCE:** 244,000

BUDGETED: Yes **FUND:** General **ACCT. #:** 01-432-44640

BUDGET: 20,000 **EST. COST:** 1,000 **CURRENT BUDGET BALANCE:** 15,835

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

NAFECO

Gabe Labonte
179 Woodland Ave
New Braunfels, TX 78130
(830) 832-8388

Quote

Customer

Name Mission Fire Department Attn: Joel Dominguez
Address 415 W. Tom Landry
City Mission State TX ZIP 78572
Your PO#

Date 12/18/2024
Order No.
Rep 45 Gabe L.
FOB Delivered

Qty	Description	Unit Price	TOTAL
9	Lion Apparel V-Force Armor AP Coat, Mission Spec	\$2,195.00	\$19,755.00
9	Lion Apparel V-Force Armor AP Pants, SR840X Suspenders Mission Spec.	\$1,499.00	\$13,491.00
Note: Pricing good until January 25th, 2025. GL			
Per Buyboard Contract #698-23			

Payment Details

Cash
Check
Credit Card
Name _____
CC # _____
Expires _____

SubTotal	\$33,246.00
Shipping & Handling	
Taxes	\$0.00
TOTAL	\$33,246.00

If placing order, please use
Purchase Order # _____

Thank You for the opportunity to serve you.

FIRE-POLICE-EMS Equipment

**NAFECO**

Mailing: P.O. Box 2928
Physical: 2601 Beltline Road
Decatur, AL 35602-2928
(800) 628-6233
info@nafeco.com

Quotation

Q002408211

Item 37.

Date: 2024-12-02
Expires: 2024-12-30
FOB: Origin

Customer Number: MIS015
Customer Information: MISSION FIRE DEPARTMENT
Address: 415 WEST TOM LANDRY STREET
MISSION, TX 78572

Attention: Joel Saenz
Phone: 19565808705
Email: jsaenz@missiontexas.us
Prepared By: Marc Cupp

Qty	Item #	Description	Each	Total
1	BEPB03-2P#	Lion BullsEye V3 Digital Fire Extinguisher Training System Includes: (1) BullsEye Panel, (1) Get Started Kit with Setup Remote, User Manual and Power Supply/Cables. (1) BullsEye Panel Transport Case, (1) 5lb Dry Chem Laser Extinguisher, (1) Get Started Kit with Charger, (1) Extinguisher Transport Case (1) R.A.C.E Station Kit (American Version) with Transport Cases.	\$22,586.24	\$22,586.24
1	BE002IPAD#	Ipac Controller IPad Controller set up for BullsEye	\$1,350.00	\$1,350.00
1	BE002IMCRM	BullsEye Training Record Management Software	\$500.00	\$500.00
1	BE002IMCSC	BullsEye Scenario Customization Software	\$500.00	\$500.00
1	TS001-500#	Fire Extinguisher Tamper Seals 500 pieces Tamper Seals increase realism in training.	\$250.00	\$250.00
			Subtotal	\$25,186.24
			Freight	\$275.00
			Total	\$25,461.24

tax to be determined

Notes: Allow 4-8 weeks for delivery. Buyboard number to it (698-23). Thank you for reaching out to NAFECO.

Thank you for your business!

NOTE: All accounts are subject to sales tax charges unless a valid state exempt certificate is on file with NAFECO, or provided at the time of the order.

If you have any questions concerning this quote, please call our number listed above.

Visit Us On The Internet At: nafeco.com



Vendor Contract Information Summary

Item 37.

Vendor NAFECO
Contact Jacque Flory
Phone 256-253-7100
Phone Extension 144
Email jacque.flory@nafeco.com
Vendor Website www.nafeco.com
TIN 63-0725655
Address Line 1 1515 West Moulton Street
Vendor City Decatur
Vendor Zip 35601
Vendor State AL
Vendor Country USA
Delivery Days 10
Freight Terms FOB Destination
Payment Terms NET 30 DAYS
Shipping Terms Freight prepaid by vendor and added to invoice
Ship Via Common Carrier
Designated Dealer No
EDGAR Received Yes
Service-disabled Veteran Owned No
Minority Owned No
Women Owned No
National No
No Foreign Terrorist Orgs Yes
No Israel Boycott Yes
MWBE No
ESCs All Texas Regions
States All States
Contract Name Public Safety and Firehouse Supplies and Equipment
Contract No. 698-23
Effective 04/01/2023
Expiration 03/31/2026
Accepts RFQs Yes
Return Policy See attached policy.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Michael Silva, Interim Fire Chief

AGENDA ITEM: Approval of an Amendment to Interlocal Agreement Between the County of Hidalgo, Texas, and the City of Mission for the establishment of an Emergency Services Paramedic Program partially funded by Hidalgo County American Rescue Plan Act (ARPA) Recovery Funds - Silva

NATURE OF REQUEST:

The Mission Fire Department is seeking an amendment to the Interlocal Agreement between the County of Hidalgo, Texas, and the City of Mission for the establishment of an Emergency Services Paramedic Program using Hidalgo County American Rescue Plan Act (ARPA) Recovery Funds.

A budget amendment is needed to recognize incoming revenue from (1) the Interlocal for a Paramedic training course occurring on November 2024 for 10 participants in the amount of \$31,300 (50% of program cost for 10 participants) and (2) reimbursements from participating municipalities of \$15,650 (50% of program costs of 5 participants from other municipalities). The remaining \$31,300 ARPA Funds allocated from the Hidalgo County Interlocal for the remaining 10 participants will be used in the current fiscal year thereby not included in this budget amendment. Additionally, the budget amendment does not include the 50% share for the City of Mission's 5 participants (\$15,650) given that it was budgeted in the current fiscal year. The City of Mission will not incur additional costs for other municipalities and will receive 20% off program costs for its participants.

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

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

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: None

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED: _____

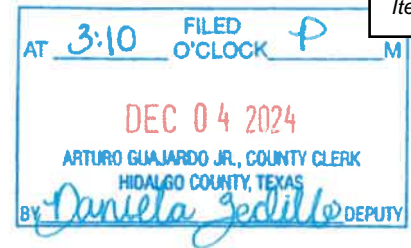
DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



STATE OF TEXAS
COUNTY OF HIDALGO

§
§

**AMENDMENT TO INTERLOCAL COOPERATION AGREEMENT BETWEEN THE
COUNTY OF HIDALGO, TEXAS AND THE CITY OF MISSION FOR AMERICAN RESUE
PLAN ACT RECOVERY FUNDS**

WHEREAS, on April 16, 2024 the COUNTY OF HIDALGO, TEXAS ("COUNTY"), and the CITY OF MISSION, ("CITY"), collectively the ("Parties"), entered into an Interlocal Cooperation Agreement for American Rescue Plan Act Recovery funds; and

WHEREAS, the agreement was for the purpose of establishing a partnership to create the Hidalgo County Emergency Services Program which encompasses an emergency responder training program that will specifically address a critical shortage of EMTs/paramedics in the County of Hidalgo; and

WHEREAS, the goal of this program is to assist in providing additional trained emergency medical responders, which are in dire need due to a shortage, and will ensure underserved residents who have been impacted by the COVID-19 public health emergency continue to receive critical lifesaving services, to respond to the public health emergency; and

WHEREAS, the Parties agreed that the COUNTY would designate a specified amount of SLFR funds to be allocated to the CITY in order establish the Hidalgo County Emergency Services program, the training of EMTs and Paramedics made available to municipalities, hosted and coordinated by the CITY, as authorized in the Guidance provided by the United States Department of Treasury; and

WHEREAS, the parties desire to further amend the Memorandum of Understanding as hereinafter provided;

NOW THEREFORE, for and in consideration of the terms and provisions of this Amendment to the Memorandum of Understanding for good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, CITY and the COUNTY, effective as of the 26th day of November, 2024, hereby agrees to the following amendment to the agreement:

1. SECTION III TERMS AND CONDITIONS AND PROPOSED PLAN:
paragraph number 3.2 are hereby amended, modified, and/or replaced as follows:


"3.2 County has designated funds in the amount of **\$76,240** to be allocated to the City for eligible expenses for the City of Mission Paramedic Initiative to address the ongoing pandemic by establishing the Hidalgo County Emergency Services Program which encompasses a paramedic training program in Hidalgo County that will provide for the training of EMTs and Paramedics, in an effort to respond to the public health emergency. City shall submit requests to COUNTY on the prescribed Cost Reimbursement/Payment Request Form attached as **Exhibit "C"**, and related documentation for expenses, pursuant to the paragraph (3.3) of this Agreement. COUNTY will disburse funds within thirty (30) days upon receipt of a proper Cost Reimbursement/Payment Request form and internal review and audit procedures. Requests shall be submitted to COVID-19@auditor.co.hidalgo.tx.us. City understands that funds will be disbursed on a reimbursement basis. Additionally, City understands and agrees that any unused or unexpended funds are subject to recapture by COUNTY."

2. Except as modified herein, all terms and conditions of the Agreement, as amended, remain in full all other provisions in the original agreement will remain in effect.

Executed and effective as of the day and year first written above:

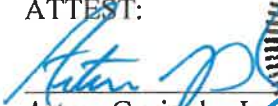
COUNTY OF HIDALGO, TEXAS

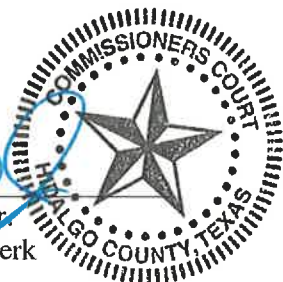
CITY OF MISSION


Richard F. Cortez
Hidalgo County Judge

Norie Garza
Mayor


ATTEST:


Arturo Guajardo, Jr.
Hidalgo County Clerk



APPROVED AS TO FORM:
Hidalgo County Criminal District Attorney's Office
Toribio "Terry" Palacios

By: 
Victor M. Garza, Assistant District Attorney

APPROVED BY
COMMISSIONERS COURT
ON: 
AI-97494



Mission Fire Department

2024 - 2026 Paramedic Course
Texas EMS School Cost Breakdown
April 2024 – June 2026

Item	Cost
Course 1	\$89,880.00
Course 2	\$62,600.00
Total for Student	\$152,480.00

50% County funded

Total cost for 24 Students = \$152,480.00
County portion = \$ 76,240.00



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Susie de Luna, Interim Planning Director

AGENDA ITEM: Authorization to enter into an Interlocal Agreement between the City of Mission and Agua Special Utility District (Agua SUD) regarding sewer service to the customer (aka La Mansion Health Clinic Subdivision) – De Luna

NATURE OF REQUEST:

The request is to allow La Mansion Health Clinic Subdivision that is within Agua SUD Sewer CCN to connect to the City of Mission's Sewer Main line which is located just north of FM 495 along the westside of Moorefield Road.

La Mansion Health Clinic Subdivision is located at the Northwest corner of Paula Street and Moorefield Road along the northside of Moorefield Road. Agua SUD sewer line is approximately 235 linear feet away from the current site. An alternative is to connect to the City of Mission's sewer system.

Agua SUD agrees that the City of Mission may provide retail sewer service to La Mansion Health Clinic (the "Customer") until such time as Agua SUD transitions the customer to Agua SUD sewer service. The City of Mission shall not expand its sewer service beyond the service to the Customer or add any additional sewer customers in the Agua SUD's Sewer CCN without prior written permission from Agua SUD.

Agua SUD shall provide thirty (30) days written notice to the City of Mission that it intends to provide sewer service to the Customer. City of Mission shall orderly transfer and relinquish sewer services to the customers and cease to provide sewer service to the customer's location immediately upon written confirmation from Agua SUD that sewer service is available for the customer.

In an effect to assist for a successful completion, we are seeking your consideration to allow this subdivision to connect to the City of Mission's sewer system.

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

INTERLOCAL AGREEMENT REGARDING SEWER SERVICE TO CUSTOMER

STATE OF TEXAS §

§

COUNTY OF HIDALGO §

This Interlocal Agreement Regarding Retail Sewer Service to Customer (“Agreement”) is made and executed by and between the Agua Special Utility District (“Agua SUD”), and the City of Mission, Texas (“Mission”). Agua SUD and Mission may be collectively referred to herein as the “Parties”.

I. RECITALS

WHEREAS, Agua Special Utility District, a special utility district in Hidalgo and Starr Counties created under and essential to accomplish the purposes of Section 59, Article XVI, Texas Constitution, and operating in accordance with Chapter 7201, Special District Local Laws Code, and Chapters 49 and 65, Water Code; and has sewer certificate of convenience and necessity (“CCN”) No. 20785 (hereinafter referred to collectively as “Agua SUD’s sewer CCN”); and

WHEREAS, Mission is a Texas municipal corporation which holds sewer CCN No. 20768; and

WHEREAS, The Agua Special Utility District Board of Directors collectively are responsible for the security and disposition of all of the Agua SUD assets and service area, and

WHEREAS, Agua SUD is certificated for sewer service to an area adjacent to Mission as shown on Exhibit A attached hereto and incorporated herein, and

WHEREAS, as of the date of this Agreement, Agua SUD has not provided sewer service to the area identified on Exhibit A; and

WHEREAS, the developers of the properties further described in Exhibit A desire to obtain sewer service from Mission until such time as service may be provided by Agua SUD; and

WHEREAS, Mission desires to provide sewer service to said developers until such time as sewer service may be provided by Agua SUD; and

WHEREAS, Agua SUD and Mission agree it is mutually beneficial to both entities and will ensure the public health and safety are protected if Agua SUD and Mission coordinate with each other regarding the temporary provision of sewer service to Antonio Madrigal and the area identified in Exhibit A; and

WHEREAS, Agua SUD and Mission concur to enter into this agreement for services under Texas Water Code § 13.248, and the Interlocal Cooperation Act, Texas Government Code §§ 791.011 and 791.026; and

NOW, THEREFORE, for and in consideration of the foregoing mutual benefits, covenants, and agreements herein expressed and other good and valuable consideration, the receipt of which is hereby acknowledged, Agua SUD and Mission agree as follows:

II. TERMS OF AGREEMENT

- (1) Provision of Sewer Service to Area. Agua SUD hereby agrees that Mission may temporarily provide sewer service to customers within the area identified on Exhibit A. The area within Exhibit A shall remain singly certificated to Agua SUD, and Agua SUD may provide service to any customers within the area that is not served by Mission. Mission shall cease providing service to the area and transfer its customers in the area to Agua SUD after receipt of a written notice from Agua SUD that it has sewer service immediately available to thus provide service to customers served by Mission in the area. The notice of AGUA's sewer availability shall be prepared and provided to Mission in accordance with this Agreement. The notice shall be provided to Mission in accordance with Paragraph III. (9) of this Agreement. The notice shall identify the properties within the area identified on Exhibit A that Agua SUD will provide service. The notice shall provide a date and time for the transfer of the customers to Agua SUD, but in no event shall the transfer occur in less than thirty (30) days after Agua SUD sends the notice. Mission shall orderly transfer and relinquish the affected customers and cease to provide sewer service to those customer locations on said date and time. The parties shall cooperate and work together for the orderly transfer of those customer locations from Mission to Agua SUD.
- (2) It shall be AGUA SUD's responsibility to notify their CCN customers that the transition of sewer service will occur on the date and time specified in said notice. In connection therewith, when Mission dis-engages service via this Agreement, Agua SUD shall indemnify and hold Mission harmless from any liability for any damages resulting to said customers for failure to comply with the requirements for transition of their sewer service.
- (3) Customers and Facilities in the Areas to be Served. As of the Effective Date of this Agreement, there are no Agua SUD sewer customers or facilities, distribution lines, or related equipment in the area identified by Exhibit A. No facilities or customers will be transferred from Agua SUD to Mission under this Agreement.
- (4) Incorporation into CCNs. Agua SUD or the City of Mission may file this Agreement with the Public Utility Commission of Texas ("PUC") to request that this Agreement be incorporated into the respective CCNs of Mission and Agua SUD pursuant to Texas Water Code § 13.248. If Agua SUD or Mission elects to file this Agreement with the PUC, Agua SUD and Mission shall endeavor to obtain PUC approval of the incorporation of the terms of this Agreement into the respective CCNs of each Party in an expeditious manner and will support and cooperate with each other and the PUC to accomplish this goal. Agua SUD and or Mission shall prepare all of the required documents and maps required by the PUC to incorporate this Agreement into their respective CCNs.

- (5) Effective Dates. This Agreement is effective and enforceable on the date this Agreement is fully executed.
- (6) Section 13.248. This Agreement shall be construed and interpreted in accordance with Section 13.248 of the Texas Water Code.

III. MISCELLANEOUS

- (1) Applicable Texas Law. This Agreement shall be governed by and construed and enforced under the laws of the State of Texas.
- (2) Performance. The obligations and undertakings of each of the parties to this Agreement shall be performed in Hidalgo County, Texas. Except for matters within the jurisdiction of the PUC (or its successor), the parties expressly agree that all judicial proceedings to enforce any of the provisions of this Agreement shall take place in Hidalgo County, Texas.
- (3) Entire Agreement. This Agreement contains the entire agreement of Agua SUD and Mission with respect to the subject matter of the Agreement. No Agreement, statement, or promise made by any party or to any employee, agent, or officer of any party, that is not contained in this Agreement shall be valid, binding, or of any force or effect. Any amendments to this Agreement must be in writing and signed by the parties hereto.
- (4) Successors and Assigns. This Agreement shall be binding upon the parties hereto and their respective successors, heirs, representatives, and assigns. Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party. Any purported assignment in violation of this provision shall be void and of no effect.
- (5) Agreement Drafted Equally. This Agreement shall be deemed drafted equally by the Parties hereto. The language of all parts of this Agreement shall be construed as a whole according to its fair meaning, and any presumption of principle that the language herein is to be construed against either Party shall not apply.
- (6) Severability. Should any provision of this Agreement be declared void by a court of competent jurisdiction, the remaining provisions of this Agreement shall remain in full force and effect.
- (7) Attorney's Fees. In the event of any suit or other adjudication between the Parties to enforce any claim arising out of this Agreement, or to interpret the terms of this Agreement, the prevailing Party shall be entitled to recover its fees, damages, costs, attorney's fees,

and such other and further relief from the non-prevailing Party, general or special, at law or in equity.

- (8) Covenant of Authority. The respective signatories to this Agreement covenant that they are fully authorized to sign this Agreement on behalf of their respective party.
- (9) Notices. Unless expressly required otherwise, any notice required or permitted hereunder shall be in writing and shall be deemed to be delivered on the date received if delivered by hand, or, if deposited in the mail, such notice shall be deemed to be delivered, whether actually received or not, on the second business day after having been deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to Agua SUD or Mission for all purposes under this Agreement as follows:

If to Agua SUD:

Agua SUD District Manager
P.O. Box 4379
Mission, Texas 78575-0075

If to Mission:

City of Mission City Manager
1201 E. 8th St.
Mission, Texas 78572

The parties hereto shall have the right from time to time to change their respective addresses, and each shall have the right to specify as its address any other address within the United States of America by written notice as prescribed in this subsection (9).

- (10) Business Days. In the event that any date or any period provided for in this Agreement shall end on a Saturday, Sunday or legal holiday, the applicable period shall be extended to the first business day following such Saturday, Sunday or legal holiday. As used herein, the term "legal holiday" means any state or federal holiday for which financial institutions or post offices are generally closed in the State of Texas.
- (11) Exhibits. All references to exhibits contained herein are references to exhibits attached hereto, all of which are made a part hereof.
- (12) Recitals. The recitals in this agreement are true, correct, and incorporated by reference.
- (13) Agreement Term. This Agreement shall be for a term commencing on the Effective Date and ending upon the transfer of all customers of Mission located within the area identified on Exhibit A to Agua SUD, or the termination by Mission of sewer service to all properties located within the area identified on Exhibit A.

IN WITNESS WHEREOF, EXECUTED by the Board President of Agua SUD and the Mayor of the City of Mission under the authority of their respective governing bodies in Duplicate Originals on the dates indicated below.

AGUA SPECIAL UTILITY DISTRICT

BY:

Adriana Villarreal
Dr. Villarreal, President

Date: December 16, 2024

ATTEST:

Ruth Sali
District Manager of Agua SUD

CITY OF MISSION

BY:

_____, Mayor

Date:

ATTEST:

City Secretary of the City of Mission

Exhibit A

WARRANTY DEED

226350

Vol. 3124 Page 389

Date: August 20, 1991
Grantor: FIRST STATE BANK AND TRUST COMPANY OF MISSION, TEXAS
Grantor's Mailing Address (including county):
P. O. Box 550
Mission, Hidalgo County, Texas 78572
Grantee: COUNTY OF HIDALGO
Grantee's Mailing Address (including county):
P. O. Box 1356
Edinburg, Hidalgo County, Texas 78540
Consideration: TEN AND NO/100THS DOLLARS (\$10.00) and other good and valuable consideration to the undersigned paid by the Grantee herein, the receipt of which is hereby acknowledged.

Property (including any improvements):

See Exhibit "A" attached hereto and made a part hereof for all purposes.

Reservations from and Exceptions to Conveyance and Warranty:

See Exhibit "B" attached hereto and made a part hereof for all purposes.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

When the context requires, singular nouns and pronouns include the plural.

FIRST STATE BANK AND TRUST COMPANY
OF MISSION, TEXAS

By: *Elliott B. Bottom*
Elliott B. Bottom, President

Vol. 3124 Page 390

(Acknowledgment)

STATE OF TEXAS
COUNTY OF

This instrument was acknowledged before me on the _____ day of _____, 19____
by _____

Notary Public, State of Texas
Notary's name (printed):

Notary's commission expires:

(Corporate Acknowledgment)

STATE OF TEXAS
COUNTY OF HIDALGO

This instrument was acknowledged before me on the 23rd day of August, 1991
by Elliott B. Bottom, President
of FIRST STATE BANK AND TRUST COMPANY OF MISSION, TEXAS
a state banking corporation, on behalf of said corporation.

Celestine D. McMahon
Notary Public, State of Texas
Notary's name (printed): Celestine D. McMahon
Notary's commission expires: 12-31-92

AFTER RECORDING RETURN TO:

Stephen L. Crain
Atlas & Hall
P. O. Drawer 3725
McAllen, Texas 78502

PREPARED IN THE LAW OFFICE OF:

Atlas & Hall

EXHIBIT "A"

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Being 30.30 acres of land situated in Hidalgo County, Texas and also being a part or portion of Lot 22 and Lot 23 and all of Lots 20 and 21, Block 3, Mission Groves Estates Subdivision (Deed Reference: Volume 5, Page 21, Hidalgo County Map Records) and said 30.30 acres of land being more particularly described as follows:

BEGINNING in the centerline of Moorefield Road and the southeast corner of said Lot 21, Block 3, Mission Groves Estates Subdivision for the southeast corner of this tract;

THENCE, with and along the south lines of Lot 21 and 20, N 81° 10'00" W, at 20.0 feet pass a found 1/2" iron rod for the West right-of-way of Moorefield Road, at 660.0 feet pass the common lines of Lot 20, 21, at 1300.0 feet pass a found 1/2" rod for the East right-of-way line of Schuerbach Road, and continuing a total distance of 1320.0 feet to the centerline of Schuerbach Road for the southwest corner of this tract;

THENCE, with and along the centerline of Schuerbach Road and the West line of Lot 20 and 23, N 08° 50'00" E, at 640.0 feet pass the common line of Lots 20 and 23, and continuing a total distance of 1000.0 feet to the northwest corner of this tract;

THENCE, S 81° 10'00" E, at a distance of 20.0 feet, pass a found 1/2" iron rod for the East right-of-way line of Schuerbach Road, at a distance of 660.0 feet pass the common lot line of Lot 23 and 22, at a distance of 1300.0 feet, pass a found 1/2" iron rod for the West right-of-way line of Moorefield Road, and continuing a total distance of 1320.0 feet to the centerline of Moorefield Road and the northeast corner of this tract;

THENCE, with and along the centerline of Moorefield Road and the East line of Lots 22 and 21, S 08° 50'00" W, at a distance of 660.0 feet pass the common line for Lots 22 and 21, and continuing a total distance of 1000.0 feet to the POINT OF BEGINNING and containing 30.30 acres of land, of which 0.918 of an acre lies in the road right-of-way of said roads, leaving a net of 29.382 acres of land more or less.

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Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	4992101	Award Amount:	\$49,680.00
Date Awarded:	12/12/2024	Grantee Cash Match:	\$0.00
Grant Period:	10/01/2024 - 09/30/2025	Grantee In Kind Match:	\$0.00
Liquidation Date:	12/29/2025	Grantee GPI:	\$0.00
Program Fund:	PS-Project Safe Neighborhoods Program (South)	Total Project Cost:	\$49,680.00
Grantee Name:	Mission, City of		
Project Title:	K1 Blue Light Emergency Tower Project		
Grant Manager:	Madeline De Amaral		
Unique Entity Identifier (UEI):	N5ELUNS44TE1		

CFDA:	16.609 - Project Safe Neighborhoods Program (South)
Federal Awarding Agency:	U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
Federal Award Date:	9/25/2023
Federal/State Award ID Number:	15PBJA-23-GG-02416-GUNP
Total Federal Award/State Funds Appropriated:	\$574,775.00
Pass Thru Entity Name:	Texas Office of the Governor – Criminal Justice Division (CJD)
Is the Award R&D:	No

**Federal/State
Award
Description:**

Project Safe Neighborhoods (PSN) is designed to create and foster safer neighborhoods through a sustained reduction in violent crime, including, but not limited to, addressing criminal gangs and the felonious possession and use of firearms and projects that support innovative cooperative efforts and partnerships between federal, state, and local law enforcement engaged in a unified approach led by the U.S. Attorney in all 94 districts to identify and prevent violent crime. The program's effectiveness depends on the cooperation and partnerships of local, state, tribal, and federal agencies and the communities they serve engaged in a unified approach led by the U.S. Attorney (USA) in all 94 districts. Acting decisively at all levels (federal, state, local, and tribal) will help reverse a rise in violent crime and keep American citizens safe. PSN provides the critical funding, resources, and training for law enforcement, prosecutors, and their PSN teams to combat violent crime and make their communities safer through a comprehensive approach to public safety that marries targeted enforcement efforts with community engagement, prevention, and reentry efforts. Note: This project contains a research and/or development component, as defined in applicable law," and complies with Part 200 Uniform Requirements - 2 CFR 200.210(a)(14).

CITY OF MISSION

BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025

DATE: January 13, 2025

DEPARTMENT: Police

FUND: Designated Purpose

BA-25-22

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-300-33428	K1 Blue Light Emergency Tower Project	-	49,680.00	49,680.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	49,680.00	49,680.00

JUSTIFICATION

The Mission Police Department was awarded a grant from the Office of the Governor for the Project Safe Neighborhood Program in the amount of \$49,680.00. The project will allow the department to purchase four (4) Emergency Communication Towers with Beacon Lights

Finance Director: Vidal Roman

Date: 1/13/2025

City Council Approved on: _____

Date Posted: _____

BA-25-22

FUND: Designated Purpose

JUSTIFICATION

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Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	4992301	Award Amount:	\$47,325.00
Date Awarded:	12/12/2024	Grantee Cash Match:	\$0.00
Grant Period:	10/01/2024 - 09/30/2025	Grantee In Kind Match:	\$0.00
Liquidation Date:	12/29/2025	Grantee GPI:	\$0.00
Program Fund:	BG-Rifle-Resistant Body Armor Grant Program (BAGP)	Total Project Cost:	\$47,325.00
Grantee Name:	Mission, City of		
Project Title:	Mission Police Rifle Resistant Armor		
Grant Manager:	Luis Vasquez		
Unique Entity Identifier (UEI):	N5ELUNS44TE1		

CFDA:	N/A
Federal Awarding Agency:	N/A - State Funds
Federal Award Date:	N/A - State Funds
Federal/State Award ID Number:	2025-BG-ST-0025
Total Federal Award/State Funds Appropriated:	\$10,000,000.00
Pass Thru Entity Name:	Texas Office of the Governor – Criminal Justice Division (CJD)
Is the Award R&D:	No
Federal/State Award Description:	To equip law enforcement officers at risk of shootings with rifle-resistant body armor.

CITY OF MISSION

BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025

DATE: January 13, 2025

DEPARTMENT: Police

FUND: Designated Purpose

BA-25-21

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-300-33460	Rifle Resistant Body Armor Grant	-	47,325.00	47,325.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	47,325.00	47,325.00

JUSTIFICATION

The Mission Police Department was awarded a grant from the Office of the Governor for the FY25 Rifle Resistant Body Armor Program in the amount of \$47,325.00. The project will allow the department to purchase requirement over 40 Level III rifle resistant body armor and plates. The program has no match

Finance Director: Vidal Roman

Date: 1/13/2025

City Council Approved on: _____

Date Posted: _____

CITY OF MISSION BUDGET AMENDMENT REQUEST

FISCAL YEAR: 2024-2025

DATE: January 13, 2025

DEPARTMENT: Police

FUND: Designated Purpose

BA-25-21

ACCOUNT NO.	ACCOUNT TITLE	CURRENT BUDGET	AMOUNT INCREASE (DECREASE)	PROPOSED BUDGET
15-460-74950	Machinery & Equipment	-	47,325.00	47,325.00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL		-	47,325.00	47,325.00

JUSTIFICATION

The Mission Police Department was awarded a grant from the Office of the Governor for the FY25 Rifle Resistant Body Armor Program in the amount of \$47,325.00. The project will allow the department to purchase requirement over 40

Finance Director: Vidal Roman

Date: 1/13/2025

City Council Approved on: _____

Date Posted: _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025

PRESENTED BY: Mike R. Perez, City Manager

AGENDA ITEM: Discussion and consideration on proposal to change the regular start time of City Council Meetings from 4:30 p.m. to 3:30 p.m. with public hearings to be held at 4:30 p.m. - Perez

NATURE OF REQUEST:

The earlier start time aims to maintain and improve City Council meetings by providing greater opportunity and time for discussion of city business, while ensuring all agenda items are addressed within a timely manner. The proposed change would take effect with the January 27, 2025 City Council meeting.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Approval of Resolution # _____ declaring expectation to reimburse expenditures with proceeds of future debt - Perez

NATURE OF REQUEST:

Authorization to approve resolution to reasonably reimburse capital expenditures with respect to the Project with proceeds of debt hereafter to be incurred by the City.

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 *MRP*

RECORD OF VOTE:

APPROVED:	_____
DISAPPROVED:	_____
TABLED:	_____

_____ AYES

_____ NAYS

_____ DISSENTING _____

RESOLUTION DECLARING EXPECTATION TO REIMBURSE EXPENDITURES WITH PROCEEDS OF FUTURE DEBT

STATE OF TEXAS §
COUNTY OF HIDALGO §
CITY OF MISSION §

WHEREAS, the City of Mission, Texas (the “City”) intends to issue debt for contractual obligations incurred or to be incurred for the construction of a public work; the purchase of materials, supplies, equipment, machinery, buildings, lands, and rights-of-way for the City's authorized needs and purposes; professional services for the City's authorized needs and purposes (the “Project”).

WHEREAS, under Treas. Reg. § 1.150-2 (the “Regulation”), to fund such reimbursement with proceeds of tax-exempt obligations, the City must declare its expectation to make such reimbursement; and

WHEREAS, the City desires to preserve its ability to reimburse the capital expenditures with proceeds of tax-exempt obligations.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS:

The City reasonably expects to reimburse capital expenditures with respect to the Project with proceeds of debt hereafter to be incurred by the City, and that this resolution shall constitute a declaration of official intent under the Regulation. The maximum principal amount of obligations expected to be issued for the Project is \$5,150,000.

PASSED, APPROVED, AND RESOLVED this the 13th day of January 2025.

Norie Gonzalez Garza, Mayor
City of Mission, Texas

ATTEST:

Anna Carrillo, City Secretary
City of Mission, Texas

(SEAL)



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: January 13, 2025
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Approval of Resolution # _____ authorizing various actions to prepare for the issuance of the City of Mission, Texas Tax Notes, Series 2025: and containing other matters relating thereto - Perez

NATURE OF REQUEST:

Authorization to approve resolution to prepare for the issuance of the City of Mission, Texas Tax Notes, Series 2025: and containing other matters relating thereto.

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 *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

**RESOLUTION AUTHORIZING VARIOUS ACTIONS TO PREPARE FOR
THE ISSUANCE OF THE CITY OF MISSION, TEXAS TAX NOTES,
SERIES 2025: AND CONTAINING OTHER MATTERS RELATING
THERE TO**

STATE OF TEXAS	§
COUNTY OF HIDALGO	§
CITY OF MISSION	§

WHEREAS, pursuant to authority conferred by Texas Government Code Section 1431.002, the City of Mission, Texas (the “City”) is empowered to borrow money for the purpose of paying costs incurred in connection with the contractual obligation incurred or to be incurred for the construction of a public work; the purchase of materials, supplies, equipment, machinery, buildings, lands, and rights-of-way for the City's authorized needs and purposes; or a professional service, including a service by a tax appraisal engineer, engineer, architect, attorney, mapmaker, auditor, financial advisor, or fiscal agent.

WHEREAS, the City Council of the City (the “Council”) has determined that it is in the best interests of the City to issue its Tax Notes, Series 2025, in such form and in such manner, without limitation, as permitted by applicable federal and state law (the “Tax Notes”); and

WHEREAS, the Council has determined that in order to prepare for the issuance of the Tax Notes, it is necessary to authorize certain City officials, staff, and consultants to engage in various activities that will facilitate the issuance of the Tax Notes.

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

Section 1. Preparation of Financing and Offering Documents. The Council hereby approves the preparation of all financing and offering documents necessary for the issuance of the Tax Notes.

Section 2. Engagement, Selection and Approval of Professionals. To effect the issuance, sale, and delivery of the Tax Notes, the Council deems it necessary and appropriate for the City to engage, select, or approve (or confirm the prior engagement, selection, or approval of) the City’s financial advisor and legal counsel: Financial Advisors – Estrada Hinojosa & Company, Inc.; Bond Counsel – Perez Law Firm, PLLC. The Council further authorizes City officials, staff and consultants to proceed with the evaluation and selection of an underwriter or underwriters in connection with the issuance of the Tax Notes, with such underwriter(s) to be finally approved by the Council at the time of the issuance of the Tax Notes.

Section 3. Authorization of Other Matters Relating Thereto. The Mayor of the City, the City Manager, and other appropriate officials of the City (the “Officials”) are hereby authorized and directed by the Council to do and perform all acts and things and to execute, acknowledge and deliver in the name, under the seal and on behalf of the City all certificates, financing statements, instruments and other documents, whether or not herein mentioned, as are necessary or desirable to carry out the terms and provisions of this Resolution. The Officials and such other officials and

employees of the City as may be designated by the Officials are authorized to incur reasonable and necessary expenses in connection with the issuance of the Tax Notes. All such persons shall be entitled to reimbursement by the City of such expenses after review and approval thereof by the Council as to reasonableness and necessity.

Section 4. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. Open Meeting. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of the meeting of the City at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The Council further ratifies, approves such written notice and the contents and posting thereof.

Section 6. Repealer. All orders, resolutions, and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 7. Effective Date. This Resolution shall be in force and effect from and after its passage on the date shown below.

PASSED AND APPROVED this 13th day of January, 2025.

CITY OF MISSION, TEXAS

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

(City Seal)