



AGENDA

Pursuant to V.T.C.A. Gov. Code Section 551.001 et. seq., the City Council of the City of Mission, Texas will hold a regular meeting on **Monday, April 22, 2024 at 4:30 p.m.** at the Mission Council Chambers, 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters.

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

Time: **Monday, April 22, 2024 04:30 PM Central Time**

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

Meeting ID: 990 466 2781 - Password: 833227

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

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

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

INVOCATION AND PLEDGE ALLEGIANCE

DISCLOSURE OF CONFLICT OF INTEREST

PRESENTATIONS

- [1.](#) Proclamation - Olivia Guerra 101st Birthday - Carrillo
- [2.](#) Proclamation - World Wish Day - Carrillo
- [3.](#) Proclamation - National Crime Victims' Rights Week - Torres
- [4.](#) Proclamation - National Small Business Week - Brenda Enriquez
- [5.](#) Proclamation - Economic Development Week - Teclo Garcia
6. March 2024 Employee of the Month - Munguia
7. Report from the Rio Grande Valley Humane Society - Lillian Kim
8. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez
- [9.](#) Departmental Reports – Perez
10. Citizen's Participation – Garza

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

- [11.](#) Rezoning: Lot 103, Ala Blanca Subdivision out of Unit #3, (R-1) Single Family Residential to (C-3) General Business, San Juana E. Casas & Yolanda Casas Luna, and Adoption of Ordinance#_____ - De Luna
- [12.](#) Rezoning: A 0.78 acre tract of land out of Lot 265, John H. Shary Subdivision, (AO-I) Agricultural Open Interim to (C-3) General Business, Guadalupe & Alberto Ramon, and Adoption of Ordinance#_____ - De Luna
- [13.](#) Rezoning: A 4.06 acre tract of land out of Lot 265, John H. Shary Subdivision, (AO-I) Agricultural Open Interim to (R-1T) Townhouse Residential, Guadalupe & Alberto Ramon, and Adoption of Ordinance#_____ - De Luna
- [14.](#) Conditional Use Permit: Home Occupation – Cruz Home Care, 1302 E. Griffin Parkway, All of Lot 1 & West 40' of Lot 2, Enchanted Valley Subdivision, R-1, Pedro Cruz, Jr., and Adoption of Ordinance#_____ - De Luna
- [15.](#) Conditional Use Permit: Regulated Consumer Finance Lender Office on property zoned (C-2) Neighborhood Commercial, 1821 N. Shary Road, Ste. 2, Lot 1, Bannworth Business Center, C-2, Lendmark Financial Services, LLC., and Adoption of Ordinance#_____ - De Luna
- [16.](#) Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – The Loretto at Mission, 1233 E. Griffin Parkway, Lot 1 & the S. 25' of Lot 2, Block 1, Bel-Aire Heights Subdivision, C-2, LAG Associates, LLC, and Adoption of Ordinance#_____ - De Luna
- [17.](#) Discussion and Action to Amend or Adopt Ordinance for Water Rights., and Adoption of Ordinance#_____ - De Luna

CONSENT AGENDA

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

- [18.](#) Approval of Minutes – Carrillo
Regular Meeting – April 08, 2024
- [19.](#) Acknowledge Receipt of Minutes – Perez
Speer Memorial Library Board – December 12, 2023
Shary Golf Advisory Board – March 6, 2024
Parks & Recreation Board – March 12, 2024
Boys & Girls Club Board of Directors – March 19, 2024
Youth Advocacy Advisory Board – March 19, 2024
- [20.](#) Authorization to purchase 1000 Residential Refuse Carts from Otto Environmental Systems via HGAC #RC01-21 – Mendiola

- [21.](#) Authorization to amend Buy Board Contract from #636-21 to #729-24 for Southern Tire Mart for the purchase of tires for the Sanitation Department for the remainder of the 2023-2024 Fiscal Year- Mendiola
- [22.](#) Authorization to execute second and final one-year renewal option with Scott's Tire Center at 0% increase for Tire Installation, Repair and Service calls for City Vehicles and Special Equipment - Avila
- [23.](#) Authorization to change Buy Board Contract from #629-20 to #715-23 for LMG Sales for the purchase of Automotive Parts, Fluids, Maintenance equipment and supplies for Fleet Department Preventative Maintenance - Avila
- [24.](#) Authorization to extend First One-year renewal for Liquid Aluminum Sulfate for the Water Treatment Plants - Bocanegra
- [25.](#) Authorization to extend First One-year renewal for Liquid Ammonium Sulfate for the Water Treatment Plants - Bocanegra
- [26.](#) Authorization to award bid for construction of disaster shelter concrete pad and carport utilizing CDBG funds – A. Garcia

APPROVALS AND AUTHORIZATIONS

- [27.](#) Final Plat Approval: Washington Lots Subdivision, Being a 0.97 acre tract of land more or less, being the south 845' of the west 1 acre, Lot 92, Mission Acres, R-1, Developer: Julio Cerda, Engineer: South Texas Infrastructure Group - De Luna
- [28.](#) Preliminary Plat Approval: Conway Village Subdivision, Being a 19.118 acres out of Lot 36-6, West Addition to Sharyland Subdivision, Suburban E.T.J., Developer: Rimaga, LLC, Engineer: Melden & Hunt, LLC., - De Luna
- [29.](#) Approval of Ordinance # _____ Amending Ordinance 4813 regarding Citizens Participation in City Council meetings – Carrillo
- [30.](#) Approval of Resolution # _____ authorizing City Manager or their designee to evaluate premiums and deductibles for all TMLIRP Insurance products and to take any action as necessary – Flores
- [31.](#) Approval of Change Order #1 to Service Agreement with Siddons Martin Emergency Group, LLC. regarding the first one-year renewal option to service the City of Mission Fire Department's apparatuses and special equipment – Avila
- [32.](#) Approval of Resolution No. _____ authorizing to revocation of grant award for FY23 COPS Hiring Program with the U.S. Department of Justice, Office of Community Oriented Policing - Elizalde
- [33.](#) Ordinance # _____ approval to amend Ordinance #5403 rescinding Eight (8) Positions from the Classified Position of Patrolman for FY 2023-24 – J. Lerma
- [34.](#) Authorization to award bid to Tabeza Holdings for Construction of Restrooms at Astroland and CWV Park – Bentsen
- [35.](#) Authorization to award for Agent of Record for Voluntary Products, Group Life, EAP, Section 125 Administration and 457 Plan - Munguia
- [36.](#) Authorization to reallocate 2021 Series Bond funding of no more than \$138,636.51 from the Bryan Rd drainage project to the Glasscock Rd drainage project. - Garcia

- [37.](#) Authorization to approve Change Order #2 for Glasscock Drainage Improvements Project – Bocanegra
- [38.](#) Approval of Budget Amendment for \$75,738.12 from General Fund Organizational Expense Department to Finance Department for TCP Clock Project - Garcia
- [39.](#) Authorization to purchase biometric time clocks from Timeclock Plus at a cost of \$75,738.12 utilizing NCPA on behalf of Region 14 ESC-TX contract 14-10 - Ramirez
- [40.](#) Report by Internal Auditor regarding current status of initiated internal audits conducted and current initiatives - Silva

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 551.074 (Personnel Matters) Evaluation of Municipal Court Judge and possible re-appointment.
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation Attorney) related to City of Mission v Jordi Claudio Torelli, Ramon Felipe Benavides, Javier R. Romero-Albarran and GSF Land Group, LTD. Cause No. C-5229-19-J.
4. 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.

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

1. Action, if any, regarding evaluation of City Manager regarding goals and objectives.
2. Action, if any, regarding evaluation of Municipal Court Judge and possible re-appointment.
3. Action, if any regarding City of Mission v Jordi Claudio Torelli, Ramon Felipe Benavides, Javier R. Romero-Albarran and GSF Land Group, LTD. Cause No. C-5229-19-J.
4. Consideration and action, if any related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D

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 19th day of April, 2024 at 3:30 p.m.



Anna Carrillo, City Secretary

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

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

Notice is hereby given that on the **22nd day of April, 2024** the City Council of the City of Mission will hold a regular meeting at 4:30 p.m. at 1201 E. 8th Street, Mission, Texas and by Teleconference to consider the following matters. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice.

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

Texas Government Code Section:

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

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

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

On this the **19th day of April, 2024** this Notice was emailed to news media who had previously requested such Notice and an original copy was posted on the bulletin board at City Hall, 1201 E. 8th Street at 3:30 p.m. on said date.



Anna Carrillo, City Secretary

Proclamation

City of Mission



WHEREAS, Olivia Guerra was born on April 23, 1923, is a true pillar of the Mission, Texas community is celebrating her 101st Birthday. Born and raised on this very land, Olivia’s story, is one of unwavering determination and faith in God, spreading love and joy to all those around her in Mission, Texas; and

WHEREAS, with a humble fifth grade education, Olivia embarked on a journey of love and partnership when she married her beloved Marcelino Guerra Sr. in 1940. She taught her family the importance of prayer and expressing gratitude for our blessings every single day. Her words of wisdom truly resonate: “Ser pobre es algo honesto y bueno. Dios siempre nos dice haz tu lucha y yo te ayudare! Todo se puede hacer en este mundo si tienes fe en Dios y te aplicas.”; and

WHEREAS, her entrepreneurial spirit has inspired countless individuals in the community, leaving a lasting impact on the lives she touched. Inspired by her father, Tomas Garcia, Olivia’s entrepreneurial spirit shone bright as she transformed a simple 12-pack of sodas into the renowned neighborhood market, Guerra Grocery’s. She truly created a special place with her neighborhood mom and pop grocery store. Olivia’s homemade raspas, burritos, and candy were a hit with the neighborhood children, who would come after school for treats, school supplies and even video games. On the weekends, she woke early to cook her homemade tamales and barbacoa because she knew how much people enjoyed that; and

WHEREAS, her selflessness and unwavering dedication to helping others have made her a true beacon of kindness and beloved figure especially to her family with the sacrifices she made. Weekends were spent toiling in the fields of Mission and summers, Olivia and her family would embark across the great expanse of our nation, seeking work and opportunity as migrant workers. Olivia’s dedication and resourcefulness during challenging times is admirable. She did what she had to do to provide for her loved ones; and

WHEREAS, a matriarch of immense wisdom, Olivia imparted the values of honesty and integrity upon her family. She passed on these qualities to her six children, twenty-one grandchildren, fifty-six great-grandchildren, twenty-six great-great-grandchildren and three great-great-great-grandchildren. Her incredible cooking skills and strong work ethic were not only evident in her business, but also in how she took care of everyone around her. Her family will always remember her as an inspiration and role model.

NOW THEREFORE, we the City Council of the City of Mission do hereby congratulate Olivia Guerra on her 101st Birthday as we celebrate her extraordinary life, her unwavering determination and the immeasurable impact she has had on our community.

PROCLAIMED on this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, On April 29, 1980, Department of Public Safety officers and members of the community in Phoenix, Arizona, came together to grant the wish of Chris Greicius, a 7-year-old boy battling leukemia who wished to be a police officer.

WHEREAS, Six of the “WishMakers” involved in Chris’ wish were inspired to form a foundation that would grant life-changing wishes for other children with critical illnesses. The organization known as Make-A-Wish® has since granted more than 585,000 wishes worldwide, operating in every community in the U.S. and in 50 countries worldwide.

WHEREAS, Make-A-Wish Rio Grande Valley was founded in 1997 and has granted more than 1,600 wishes to children with critical illnesses in the counties of Hidalgo, Cameron, Willacy, Brooks, Kenedy, and Starr.

WHEREAS, Research has shown that wishes can improve a child’s quality of life and produce better health outcomes. When a wish is granted, a child replaces fear with confidence, anxiety with hope and sadness with joy.

NOW, THEREFORE, We the City Council of the City of Mission proclaim April 29 as:

“World Wish Day”

in recognition of the anniversary of Chris Greicius’ wish that inspired the original “WishMakers” to create Make-A-Wish, which paved the way for Make-A-Wish Rio Grande Valley and the global wish-granting movement. On this day, we encourage the community to take action and sign up to become “WishMakers” in order to make more life-changing wishes possible, bringing joy, hope, and courage to our local children.

PROCLAIMED on this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, In 1982, President Ronald Reagan’s Task Force on Victims of Crime envisioned a nation commitment to a more equitable and supportive response to victims, the 2024 theme is How would you help? All the options, services, and hope for crime survivors, is a call-to-action to create safe environments for crime victims to share what happened to them.

WHEREAS, This week celebrates the perseverance and commitment that launched the victims’ rights movement, reminding us that the term “victim” is more than just a label.

WHEREAS, With the unwavering support of their communities and victim services providers, survivors will be empowered to face their emotions without fear of judgment; and

WHEREAS, Honoring the rights of victims, and working to meet their individual needs rebuilds their trust in the criminal justice system and social service systems; and

WHEREAS, National Crime Victims’ Rights Week provides an opportunity to recommit to listening to crime survivors in every space where decisions are made that could impact them. And that all victims of crime receive services that are reliable, meaningful, and centered on individual needs;

WHEREAS, the City of Mission is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim responders, and working for a better future for all victims and survivors.

NOW, THEREFORE, BE IT RESOLVED THAT WE, the members of the Mission City Council, on behalf of the citizens of Mission, do hereby proclaim that week of April 22-26, 2024, as Crime Victims’ Rights Week and invite the community to the City of Mission’s National Crime Victims Event on Wednesday, April 24 at 6:00 p.m. at the Mission Police Department and reaffirm Mission’s commitment to assist and provide service to all victims of crime throughout the year.

PROCLAIMED on this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, Small businesses have shaped the City of Mission’s history since 1906, when developers John J. Conway and J. W. Holt purchased large tracts of land near the Rio Grande and established La Lomita Land Company that gave rise to the city; and

WHEREAS, Mission has been fostering entrepreneurship since the days of John H. Shary, who purchased 16,000 acres of brush land and turned it into the Rio Grande Valley’s iconic citrus industry; and

WHEREAS, Mission has since grown from a railroad stop to a thriving city of nearly 90,000 known as the home of the Ruby Red grapefruit; and

WHEREAS, Mission is now home to hundreds of small businesses that contribute to the wellbeing of the local, state and national economy; and

WHEREAS, Mission’s local and national small businesses produced a record number of retail sales taxes in 2022 at \$24.4 million; and

WHEREAS, Those businesses employ more 35,000 residents that live within the city limits; and

WHEREAS, A healthy local economy is reflected in the City of Mission’s rapid growth as more and more businesses are launched here; and

WHEREAS, Small businesses can turn to the Mission Economic Development Corporation for guidance, assistance and participation in a number of programs aimed at attracting, retaining and expanding business; and

WHEREAS, the City of Mission and Mission EDC incentivize small businesses annually to expand or locate to the area through its Business Retention and Expansion program .

NOW THEREFORE, we the City Council of the City of Mission do hereby proclaim April 30 through May 6, 2023 as: **“Small Business Development Week and Discover Mission: Shop Local Week”** in Mission, Texas as we continue to build on our business history.

PROCLAIMED on this the 24th day of April, 2023

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega-Gerlach, Councilwoman

Alberto Vela, Councilman

Proclamation

City of Mission



WHEREAS, the Mission Economic Development Corporation and its many partners play a crucial role in the City of Mission’s economic health and stability by attracting capital investments and facilitating the growth of small business; and

WHEREAS, those efforts are directly linked to the prosperity of Mission residents by providing high-quality employment opportunities and a healthy tax base for city services and quality of life projects; and

WHEREAS, the Mission EDC stimulates entrepreneurship by providing a number of programs to assist small businesses through its Ruby Red Ventures - Build Mission Fund Grant, Ruby Red Ventures – The Competition, and the Downtown Assistance Program; and

WHEREAS, the Mission EDC plays an active role in incubating startup businesses by housing dozens of small businesses at its headquarters known as the Center for Education and Economic Development; and

WHEREAS, the City of Mission and Mission EDC annually incentivize small businesses to expand or relocate to the area through its Business Retention and Expansion program; and

WHEREAS, Mission EDC and the City of Mission engage in partnerships with universities, colleges, nonprofits and other vital institutions from across the region to foster a prosperous business environment; and

WHEREAS, the city and EDC continue to focus on ushering responsible growth through the addition of the proper infrastructure, including the expansion of the Anzalduas International Bridge; and

WHEREAS, small businesses can turn to the Mission Economic Development Corporation for guidance, assistance and participation in a number of programs aimed at attracting, retaining and expanding business; and

WHEREAS, economic developers are key players in maximizing investment in Mission.

NOW THEREFORE, we the City Council of the City of Mission do hereby proclaim May 6 through May 10, 2024 as: *“Economic Development Week”* in Mission, Texas as we continue to applaud the efforts of all economic developers who are working to continue to make Mission a great place to live, work and prosper.

PROCLAIMED on this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

Jessica Ortega, Councilwoman

Ruben Plata, Mayor Pro Tem

Marissa Ortega Gerlach, Councilwoman

Alberto Vela, Councilman



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Mike R. Perez, City Manager
AGENDA ITEM: Departmental Reports – Perez

NATURE OF REQUEST:
 Mission Police Department – March 2024
 Speer Memorial Library – March 2024
 Public Works – March 2024
 Mission Fire Department – March 2024
 Mission Historical Museum – March 2024
 Mission Event Center – March 2024
 Risk Management – March 2024
 Sanitation Department – March 2024
 Mission Municipal Court – March 2024
 Human Resources – January, February 2024

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

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

_____ AYES
 _____ NAYS
 _____ DISSENTING _____

Mission Police Department



Monthly Report March 2024



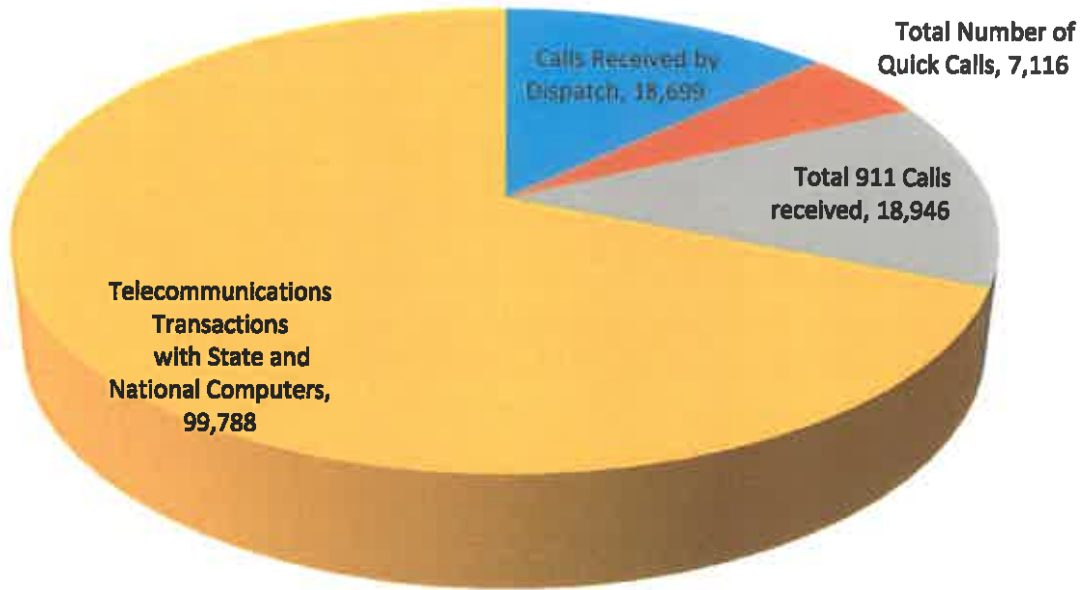
Mission Police Department

Monthly Report for March 2023



Communications Division

	March 23	FY 22-23 YTD
Calls Received by Dispatch	3,132	18,699
Total Number of Quick Calls	1,423	7,116
Total 911 Calls received	3,132	18,946
Telecommunications Transactions with State and National Computers	17,057	99,788





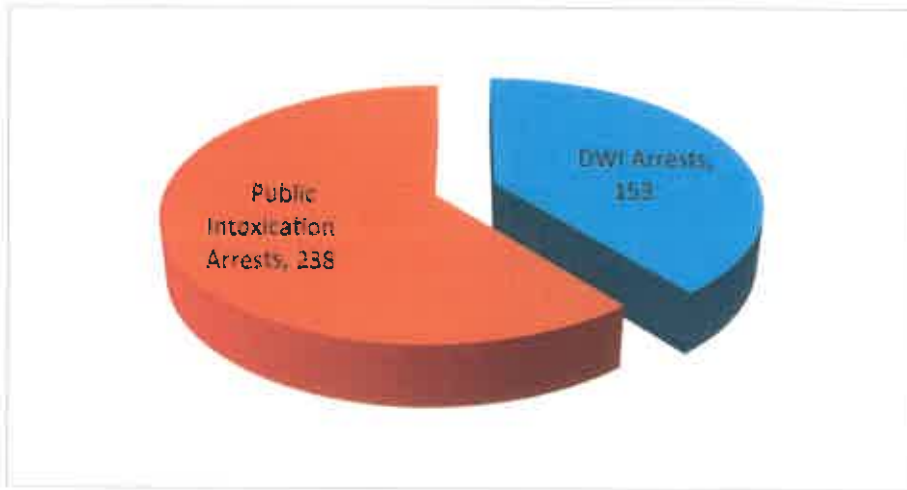
Mission Police Department Monthly Report for March 2023



Patrol Division

DWI Arrests
Public Intoxication Arrests

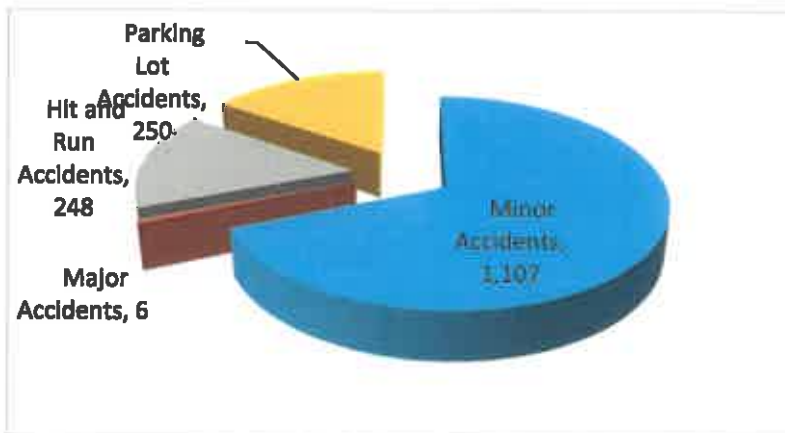
	March 23	FY 22-23 YTD
DWI Arrests	15	153
Public Intoxication Arrests	49	238



Traffic Division

Minor Accidents
Major Accidents
Hit and Run Accidents
Parking Lot Accidents

	March 23	FY 22-23 YTD
Minor Accidents	167	1,107
Major Accidents	2	6
Hit and Run Accidents	43	248
Parking Lot Accidents	44	250





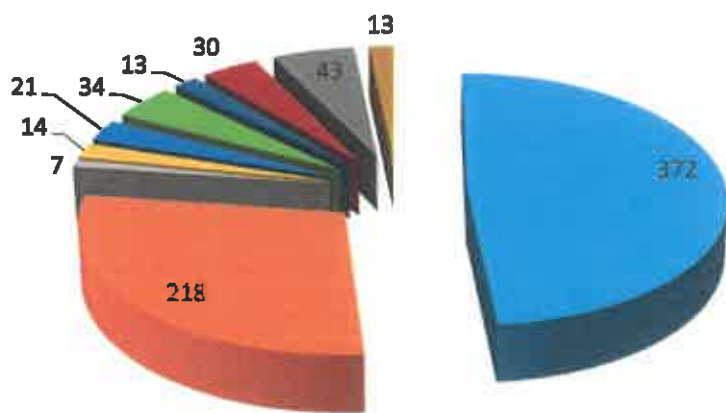
Criminal Investigations Criminal Case Submissions



Adult Misdemeanor Cases Submitted to DA's Office
Adult Felony Cases Submitted to DA's Office
Adult Cases Submitted to Mission Municipal Court
Adult Misdemeanor Arrests
Adult Felony Arrest
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department
Juvenile Felony Cases Submitted to Juvenile Probation Department
Juvenile Cases Submitted to Mission Municipal Court
Juvenile Misdemeanor Arrests
Juvenile Felony Arrests
Total Open Cases

	March 23	FY 22-23 YTD
Adult Misdemeanor Cases Submitted to DA's Office	60	372
Adult Felony Cases Submitted to DA's Office	38	218
Adult Cases Submitted to Mission Municipal Court	0	7
Adult Misdemeanor Arrests	0	14
Adult Felony Arrest	5	21
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	4	34
Juvenile Felony Cases Submitted to Juvenile Probation Department	1	13
Juvenile Cases Submitted to Mission Municipal Court	7	30
Juvenile Misdemeanor Arrests	4	43
Juvenile Felony Arrests	1	13
Total Open Cases	189	189

March 23



- Adult Misdemeanor Cases Submitted to DA's Office
- Adult Felony Cases Submitted to DA's Office
- Adult Cases Submitted to Mission Municipal Court
- Adult Misdemeanor Arrests
- Adult Felony Arrest
- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department



Mission Police Department

Monthly Report for March 2023

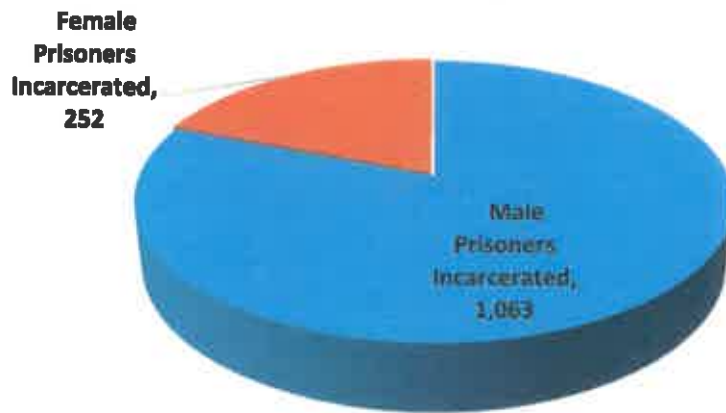


Jail Division

Adults:

Male Prisoners Incarcerated
 Female Prisoners Incarcerated
Total

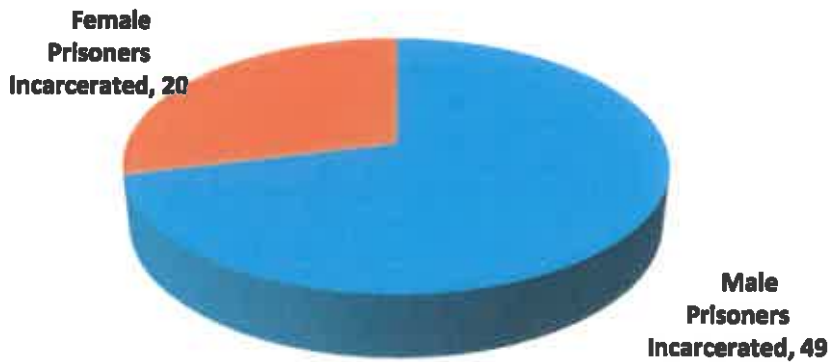
	<u>March 23</u>	<u>FY 22-23 YTD</u>
Male Prisoners Incarcerated	179	1,063
Female Prisoners Incarcerated	41	252
Total	220	1,315



Juveniles:

Male Prisoners Incarcerated
 Female Prisoners Incarcerated
Total

	<u>March 23</u>	<u>FY 22-23 YTD</u>
Male Prisoners Incarcerated	3	49
Female Prisoners Incarcerated	1	20
Total	4	69





Narcotics Division -DEA

	March 23	FY 22-23 YTD
Seizures		
Marihuana (lbs)	0.00	0.13
(Street Value -\$506.00 per pound)	\$0.00	\$65.78
Cocaine (kilos)	14	251.16
(Street Value -\$21,000.00 per Kilo)	\$294,000.00	\$5,274,360.00
Fentanyl	0	0.00
(Street Value -\$30,000.00 per Kilo)	\$0.00	\$0.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	0	771.00
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$15,342,900.00
Currency Seizures:	\$50,654.00	\$613,925.00
Vehicle Seizures:	1	6
Arrest:	8	24

Narcotics Division -Immigration & Customs Enforcement

	March 23	FY 22-23 YTD
Seizures		
Marihuana (lbs)	0	0.00
(Street Value -\$506.00 per pound)	\$0.00	\$0.00
Cocaine (kilos)	28.8	164.87
(Street Value -\$21,000.00 per Kilo)	\$604,800.00	\$3,462,270.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	45	45.00
(Street Value -\$11,925.00 per Kilo)	\$895,500.00	\$895,500.00
Currency Seizures:	\$56,714.00	\$2,161,389.00
Vehicle Seizures:	0	0
Arrest:	5	36



Mission Police and Criminal Investigations

Narcotics

	March 23	FY 22-23 YTD
Marihuana (pounds)	0.06	0.86
(Street Value -\$506.00 per pound)	\$29.35	\$433.14
Cocaine (kilos)	0.0420	0.16
(Street Value -\$21,000.00 per Kilo)	\$882.00	\$3,276.00
Currency	\$500.00	\$1,309.00

U.S. Marshal Task Force

	March 23	FY 22-23 YTD
Fugitive Apprehension	0	0
Mission CIB Warrants	0	0
68-A Vehicle Inspections	0	0



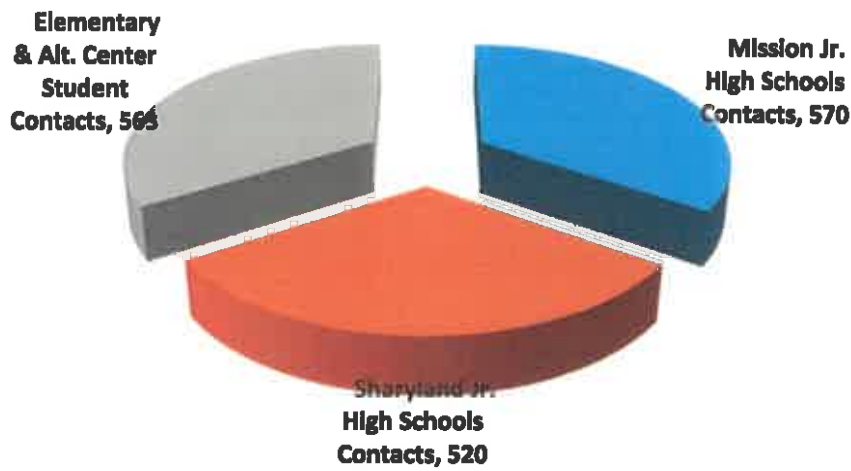
Mission Police Department

Monthly Report for March 2023



Educational Resource Officer Program

	<u>March 23</u>	<u>FY 22-23 YTD</u>
Mission Jr. High Schools Contacts	66	570
Sharyland Jr. High Schools Contacts	83	520
Elementary & Alt. Center Student Contacts	104	563



	<u>March 23</u>	<u>FV 22-23 YTD</u>
Mission High Schools	127	915
Sharyland High Schools	98	629



Adult & Juvenile Cases Submitted by Police Officers Assigned to Mission & Sharyland Schools



Adult Cases Submitted to Mission Municipal Court

Adult Misdemeanor Arrests

Adult Felony Arrests

Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department

Juvenile Felony Cases Submitted to Juvenile Probation Department

Juvenile Cases Submitted to Mission Municipal Court

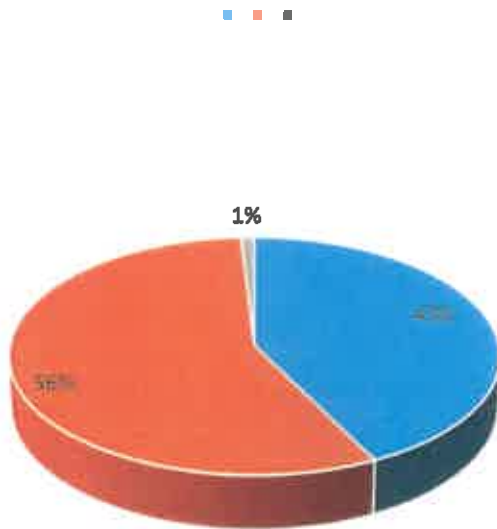
Juvenile Cases Submitted to JP Court

Juvenile Misdemeanor Arrests

Juvenile Felony Arrests

	March 23	FY 22-23 YTD
Adult Cases Submitted to Mission Municipal Court	6	43
Adult Misdemeanor Arrests	8	57
Adult Felony Arrests	0	1
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	2	18
Juvenile Felony Cases Submitted to Juvenile Probation Department	1	6
Juvenile Cases Submitted to Mission Municipal Court	11	131
Juvenile Cases Submitted to JP Court	0	17
Juvenile Misdemeanor Arrests	6	79
Juvenile Felony Arrests	0	4

FY 22-23 YTD



FY 22-23 YTD

- Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department
- Juvenile Felony Cases Submitted to Juvenile Probation Department
- Juvenile Cases Submitted to Mission Municipal Court
- Juvenile Cases Submitted to JP Court
- Juvenile Misdemeanor Arrests
- Juvenile Felony Arrests





Mission Police Department

Monthly Report for March 2023



Records Division

The following entries from our records division are actual persons visiting the Mission Police Department facility to obtain copies of reports; getting fingerprinted; job applications; clearance letter for job applications; vehicle identification number clearance letters for people buying used motor vehicles; persons visiting our warrant officers, criminal investigations or administrative personnel for assistance in police related matters.

	March 22	FY 22-23 YTD
Accident Reports	97	592
Fingerprints	8	92
Clearance Letters	12	58
Alarms	83	280
VIN Checks	5	21
TOTAL	205	1,043

MARCH 22



SPEER MEMORIAL LIBRARY

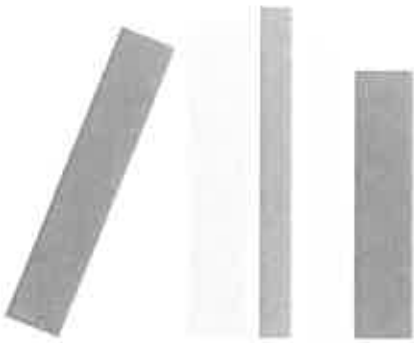
Item 9.

DOOR COUNT

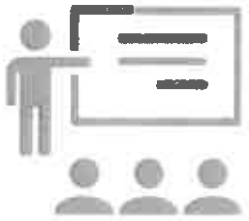


22,023

MARCH
2024



6,073
BOOKS CHECKED OUT



109

ADULT PROGRAM AUDIENCE



VOLUNTEER HOURS WORKED

408



TEENS PROGRAM AUDIENCE

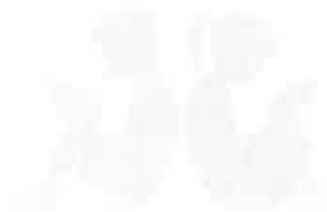
33



3,011

GENERAL AUDIENCE

158



USE OUR
ONLINE RESOURCES



WWW.MISSION.LIB.TX.US

Speer Memorial Library
 Thank you to everyone that came to our first Easter egg hunt for our toddlers & huge thank you to the staff and volunteers for making the day so special. We had a great time and we hope everyone enjoyed the day. Thank you to the staff and volunteers for making the day so special. We had a great time and we hope everyone enjoyed the day. Thank you to the staff and volunteers for making the day so special. We had a great time and we hope everyone enjoyed the day.



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Speer Memorial Library
 Favorites - March 30 at 1:18 PM



Speer Memorial Library
 Favorites - March 15 at 7:34 PM

Thank you to everyone who joined us for Staycation this year. We had so much fun playing Connect 4 with you all! We hope everyone enjoyed the special surprise at the end!



Speer Memorial Library
 Favorites - March 23 at 2:48 PM

Last night we finished Life Lessons with Uramichi Onisan and painted pencil holders! Due to majority vote, next week we will begin marathoning Meshie! Join us for laughs and anime-related crafts and games every Wednesday at 6pm! Ages 12-18 Only.



Speer Memorial Library
 Favorites - March 20 at 8:42 PM

Today for Teen Anime Club, we made computers and drew on transparent sheets the images we wanted to reveal



Speer Memorial Library
 Favorites - March 20 at 8:42 PM





Public Works

March 2024 Monthly Report



Streets Paving Projects

Chamber of Commerce

Trinity / Commerce



Marla Street



Public Works Projects



PUBLIC WORKS
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Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON				
‡ UTILITY BILLING ‡				
BILLING TYPE	MAR - 2024	MAR - 2023	FY-T-D 23-24	FY-T-D 22-23
Water Consumption (Gals.)	315,914,000	345,486,000	2,141,197,000	2,044,298,000
Number of Customers	31,011	30,570		
WATER & WASTEWATER				
Water Sales	\$ 1,123,261	\$ 1,176,078	\$ 7,318,839	\$ 6,397,899
Water Sales - <i>Granjeno</i>	2,321	2,504	14,783	13,546
Connections	18,450	23,205	169,310	104,880
Reconnect Fees	16,900	5,525	58,575	30,650
Sewage Service	634,451	673,988	4,048,078	3,372,119
Sewage Service - <i>Granjeno</i>	1,269	1,246	8,830	7,614
Industrial Sewer Surcharge	1,046	1,209	3,688	2,103
Wastewater Assessment	9,280	8,920	57,630	46,465
Service Charge	7,563	7,785	62,905	53,803
Garage Sales & Other	4,035	3,885	28,300	27,986
Total	\$ 1,818,576	\$ 1,904,345	\$ 11,770,938	\$ 10,057,065
SANITATION				
Garbage Fees	\$ 685,932	\$ 658,934	\$ 4,011,609	\$ 3,705,306
Brush Fees	105,029	66,867	729,971	438,293
Total	\$ 790,962	\$ 725,801	\$ 4,741,580	\$ 4,143,599
DRAINAGE ASSESSMENT FEE				
Drainage Assessment Fee	\$ 105,981	\$ 104,581	\$ 633,679	\$ 548,235
Total	\$ 105,981	\$ 104,581	\$ 633,679	\$ 545,235
Total Billing	\$ 2,715,519	\$ 2,734,727	\$ 17,146,197	\$ 14,745,899
‡ UTILITY COLLECTIONS ‡				
COLLECTIONS	MAR - 2024	MAR - 2023	FY-T-D 23-24	FY-T-D 22-23
Total Collections	\$ 1,797,606	\$ 1,825,458	\$ 12,040,287	\$ 9,717,389

Water Distribution

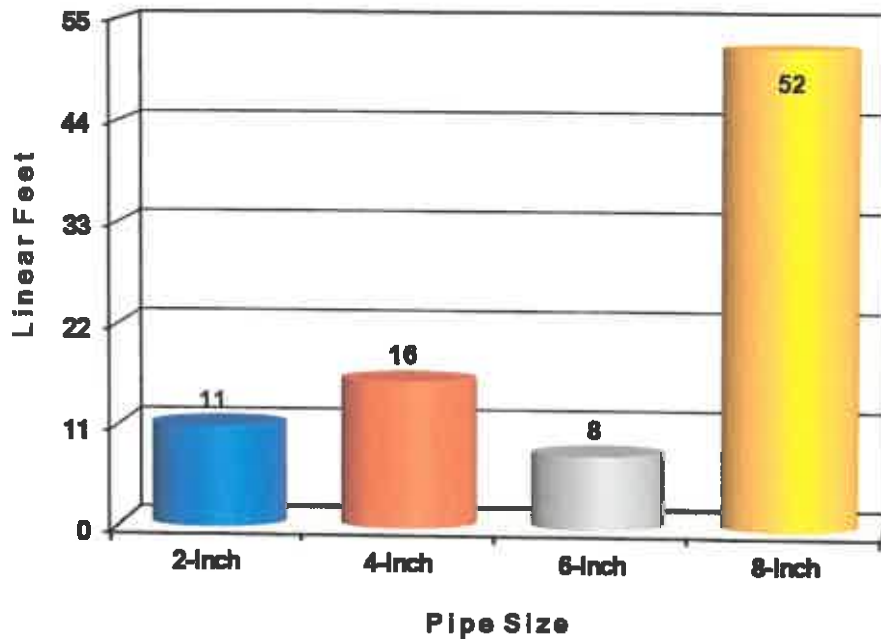
Utility Line Installation

Water Distribution Crews installed a total of 87 Linear Feet of Utility Line. Below are the locations where the broken line repairs took place. There were eleven (11) major water line breaks repaired.

Water Distribution - Utility Line Installation

2-Inch		4-Inch		6-Inch		8-Inch	
1802 Doherty	10'	6601 S FM 94	8'	1825 N Glasscock	2'	1825 N Glasscock	3'
Madero Park	1'	1402 Adams St	3'	918 Country Club	2'	918 Country Club	4'
		3106 Cummings	5'	East 8 th St	4'	The Woods Dr	10'
						Industrial / Los Ebanos	35'
11 LF		16 LF		8 LF		52 LF	

March 2024
Utility Pipe Line Installation



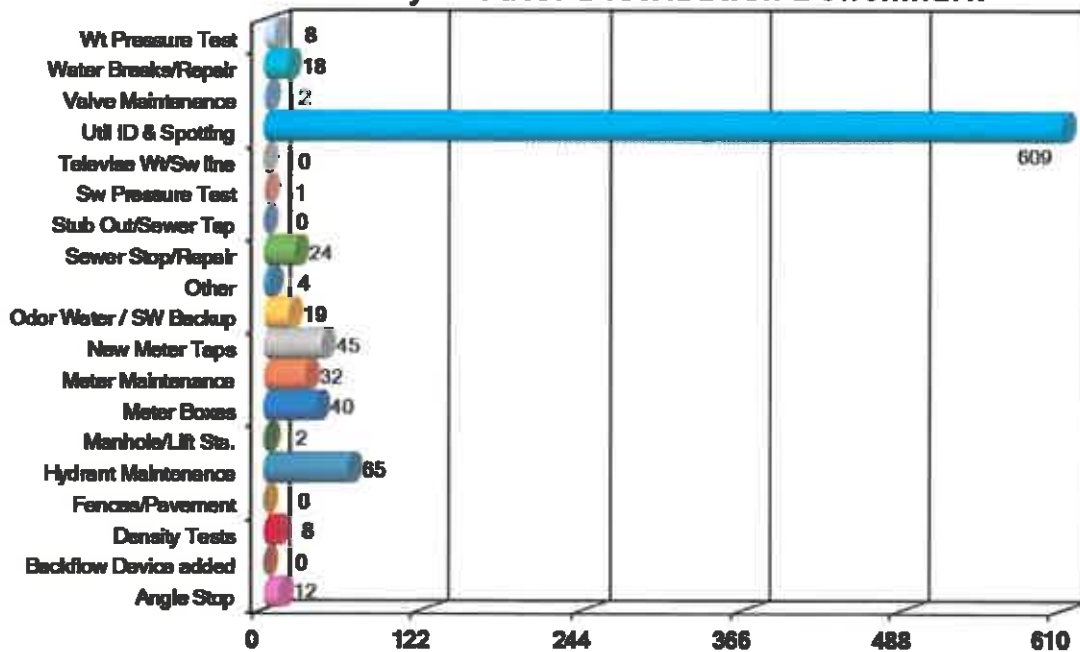
Water Distribution

Water Distribution - Maintenance Benchmark Summary

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

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
Angle Stop	11	22	13	12	12	12	82	132
Backflow Device	1	0	0	0	0	0	1	0
Density Tests	0	2	41	14	26	8	91	529
Fences/Pavement	0	0	0	0	0	0	0	10
Hydrant Maintenance	81	64	31	17	46	65	304	357
Manhole/Lift Station	17	5	1	14	17	2	56	92
Meter Boxes	61	76	64	86	37	40	364	499
Meter Maintenance	4	5	18	44	4	32	107	67
New Meter Taps	63	77	64	86	44	45	379	507
Odor Water	27	13	17	23	20	19	119	271
Other	10	0	1	7	2	4	24	104
Sewer Stop/Repair/Tap	12	17	6	16	18	24	93	216
Stub Out	0	1	0	0	0	0	1	0
Sewer Pressure Test	0	13	0	0	41	1	55	154
Televise Sewer line	0	0	0	0	0	0	0	0
Utility ID & Spotting	383	504	404	535	540	609	2,955	7,630
Valve Maintenance	2	2	2	0	1	2	9	22
Water Break/Repair	19	40	52	44	31	18	204	340
Water Pressure Test	0	1	1	10	5	8	25	99
Totals	671	842	715	908	844	889	4,869	11,029

March 2024
Utility - Water Distribution Benchmark



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the thirty-six (36) sites below. Performed 1 Mandrel Test, 6 Hydrostatic Tests, 2 Air Tests for water and 8 Density Street Tests. There was 609 line locates.

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	All Heart Church	3/2023		3 Mile / Shary	Under Construction
2	Amber Grove	2/2023		2 ¼ Trosper	Under Construction
3	Anzalduas Industrial Park PH 7	3/2024		Military / Bryan	Under Construction
4	Augusto Contreras	2/2023		Shary / Bus 83	Under Construction
5	Bentzen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
6	Bentzen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
7	Brilliant Academy PH I	3/2023		Los Ebanos / Charles St.	Under Construction
8	Bryan Pointe PH II	2/2023		Bryan / 1 st Street	Under Construction
9	Camellias Plaza	9/2023		FM 495 / Bryan	Under Construction
10	Cap Storage Victoria Drive, LLC	6/2023		Shary / Victoria	Under Construction
11	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
12	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
13	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
14	Cross Church	7/2023		Expressway / Glasscock	Under Construction
15	Crystal Estates	9/2023		Inspiration Rd / Esperanza	Under Construction
16	El Coyote	9/2023		4 Mile La Homa Rd	Under Construction
17	El Milagro PH I	12/2022		Los Indios / Bryan	Under Construction
18	Excel Carriers	7/2023		3 Mile / La Homa	Under Construction
19	Garden Path	9/2022		Taylor / FM 495	Under Construction
20	IHop	2/2023		North Conway	Under Construction
21	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
22	Las Misiones De San Jorge	9/2023		S Conway / Military	Under Construction
23	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
24	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
25	Monarza Estates	9/2023		3 ½ N Mayberry	Under Construction
26	Mr. Marquez Superior Granite	7/2023	3/2024	Shary / 4 th Street	Utilities Complete
27	Palmetto Estates	9/2023		Barnes St	Under Construction
28	Quest Gateway	5/2023		Frontage / Bryan	Under Construction
29	Ragland Village	1/2023	3/2024	Business 83 / Ragland	Utilities Complete
30	Sendero Phase I	1/2023		1 Mile South	Under Construction
31	Sendero Phase II	2/2022		1 Mile South	Under Construction
32	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
33	Shary Town Plaza	7/2023		Shary / 4 th Street	Under Construction
34	Speedy Tralls	2/2022		West Mile 2 / Holland	Under Construction
35	The Shops At 495	9/2022		FM 495 / Conway	Under Construction
36	Turtle Cove	9/2023		Mile 3 / White Oak	Under Construction

2023-24 Water & Wastewater Major Ongoing Construction Projects

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

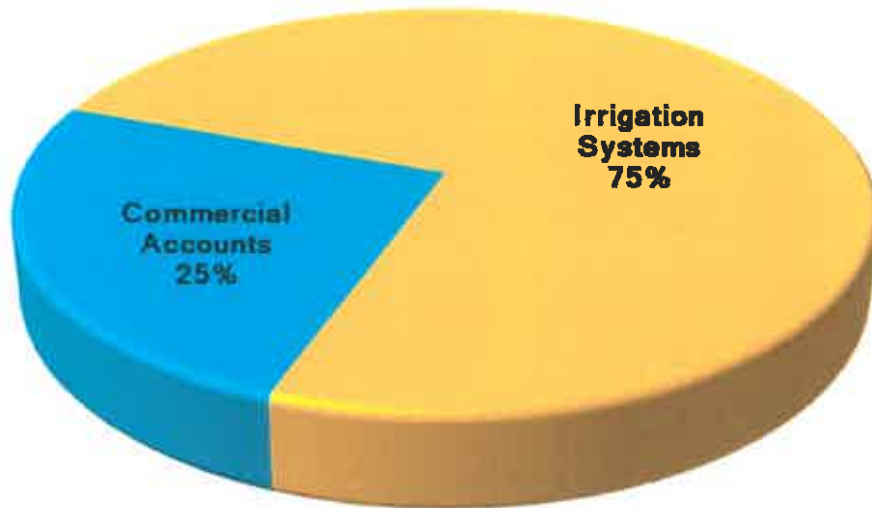
Water Distribution - Backflow Prevention Inspections

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

2023-24 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
Inspection of <i>Commercial</i> Accounts	9	7	5	7	8	4	40	80
Inspection of <i>Sprinkler</i> Accounts	14	16	11	13	10	12	76	165

March 2024
Backflow Prevention Inspections



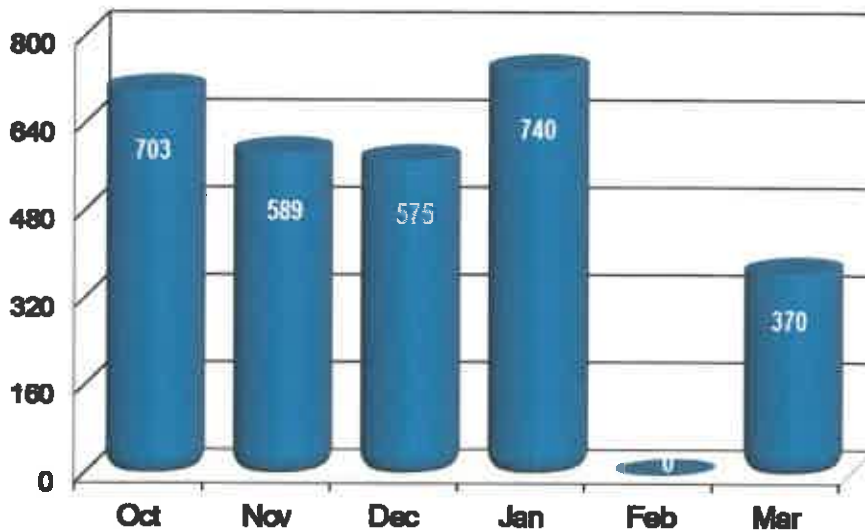
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 374.58 miles of sewer lines by responding to 19 sewer backups and 370 work orders this month.

2023-24 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
Lift Stations Inspections	703	589	575	740	0	370	2,977	6,280
Televised Sites	0	0	0	0	0	0	0	0
Televised Feet	0	0	0	0	0	0	0	0

Sewer Collection Lift Station Inspections



Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 386.674 million gallons of water.

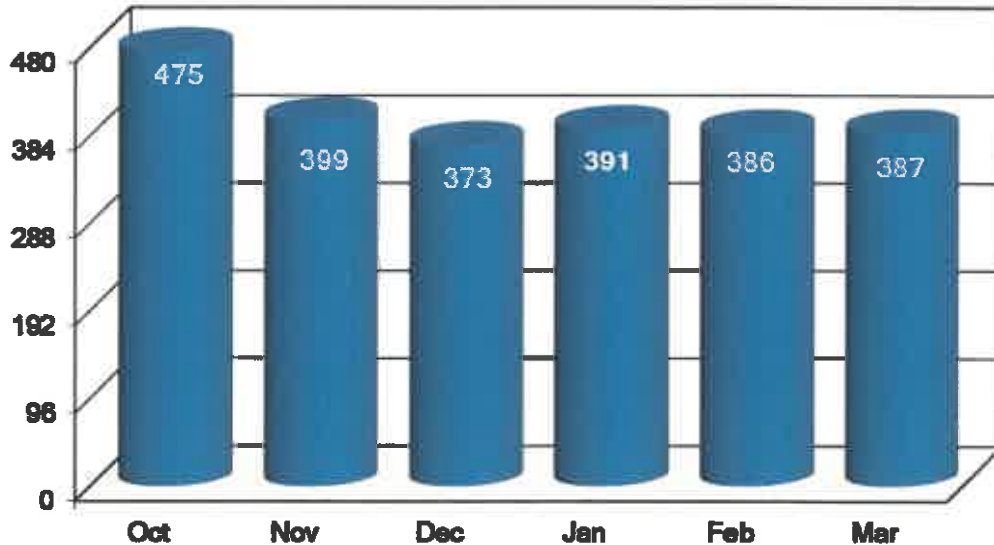
2023-24 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
12	14	9	475	399	373	391	386	387	2,411	4,915

Parameters Exceeded: N/A

Rainfall: 0.4"

2023-24 Water Production Million Gallons (MG)



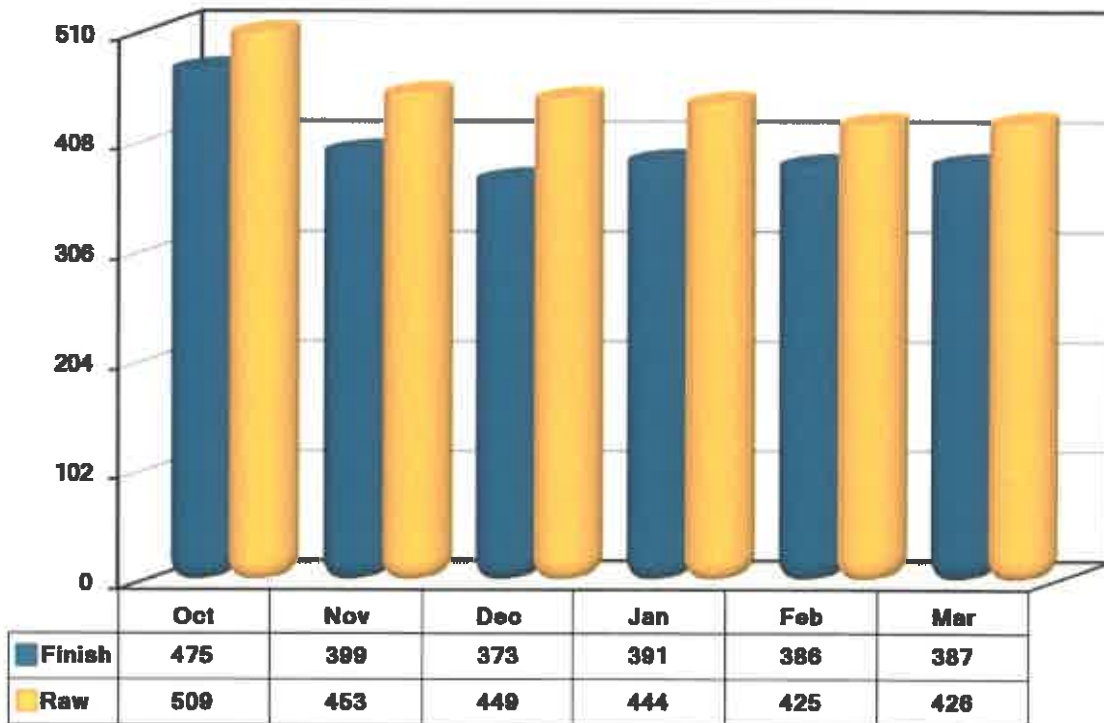
Operations and Maintenance - North Water Treatment Plant

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

Operations and Maintenance - South Water Treatment Plant

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

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



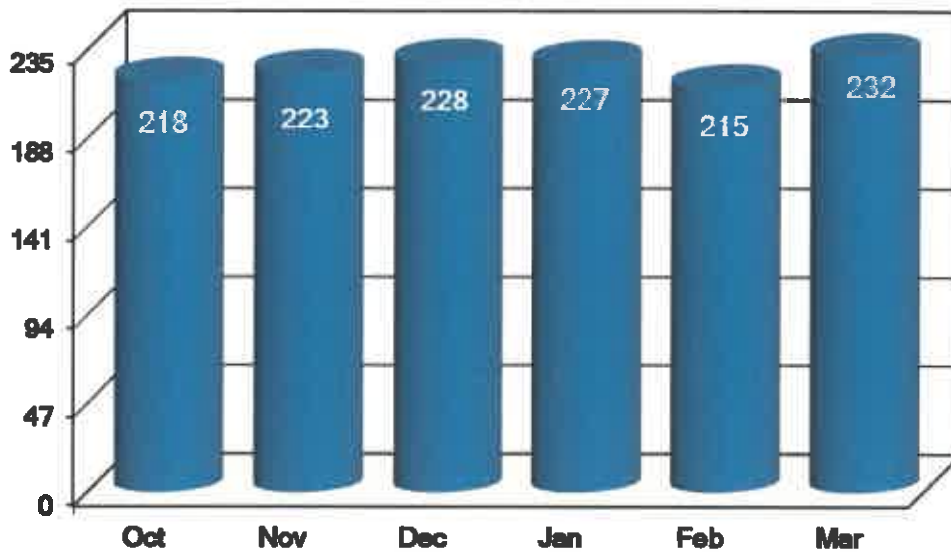
Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 231.71 million gallons of Wastewater.

2023-24 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
7.4	9.4	6.4	218	223	228	227	215	232	1,343	2,719

2023-24 Treated Wastewater Million Gallons (MG)



Wastewater - Wastewater Plant Status

No violations this month and Plant operated at 55.07% capacity; Rated at 13.5 mgd; Yearly averaged 7.434 mgd; There was 0.8 inches of rainfall this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed. Disinfectant spray was used to clean common areas. Facilities Department checked all filters for buildings with climate control systems and also checked safety equipment for fire hazard preparation. The UV Rehab Project began March 25, 2024 and warning signs are now posted at UV disinfection area.

Wastewater - Staff Developments

Travis R. Dunn and Juan Cortez will soon be testing for a Wastewater "C" license. All classes have been taken and all operators are now ready for the next step in their careers. The Plant has Ramiro Ortiz as Chief Operator and is responsible to aid in the process control and all processing of Water Samples and TCEQ compliances. This role is critical for all Wastewater Plant operations.

Wastewater - Facility Activities

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

Wastewater - General Maintenance

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

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continued routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works daily.
5. Maintenance Crew worked on Lift Station, pumps 2 and 3 at Main Well System.
6. Maintenance Crew worked on thickener, pump 2.
7. Crew worked on maintaining a proper level at the Pretreatment Pond.
8. Worked on Xylem modules to reinstall them back with new light bulbs.

Wastewater - Contract Work

City's Contracted out electricians worked on the following.

1. J&E had no work done this month.
2. Hill-Tex work done at the Plant was as follows.
 - Worked on UV Rehab Project, UV Channel 1 Breaker.
 - Worked on Aerator 5 oil pump.
 - Worked on lights near the thickener room.

Wastewater - Other Contract Work

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

Wastewater - Lab Status

All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. ERA annual testing will start in June 2024. All supplies ordered have been received. Plant Supervisor continued using the EPA Discharge Monitoring Report federal reporting system to comply with the TCEQ regulations. The Plant is following all TCEQ rules and regulations.

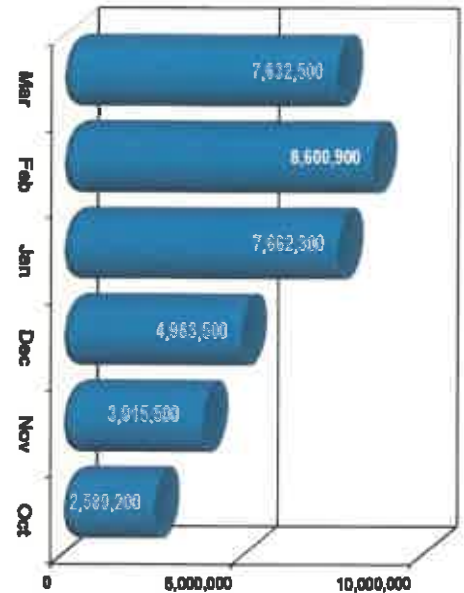
Wastewater - Special Projects

Capital Improvement Projects include an upgrade on the UV Systems, covers for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our Dewatering Sludge System (Belt Press). Mor-Wil Engineering will be working on the rehabilitation of the Plant's Main Lift Station.

Pre-Treatment

Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continued to be accounted for by meter totalizers and truck tickets. The Lone Star Citrus Company transported 70 truckloads of 350,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 7,632,500 million gallons. Total sludge hauled was 67 cubic yards equivalent to 938 roll off containers.

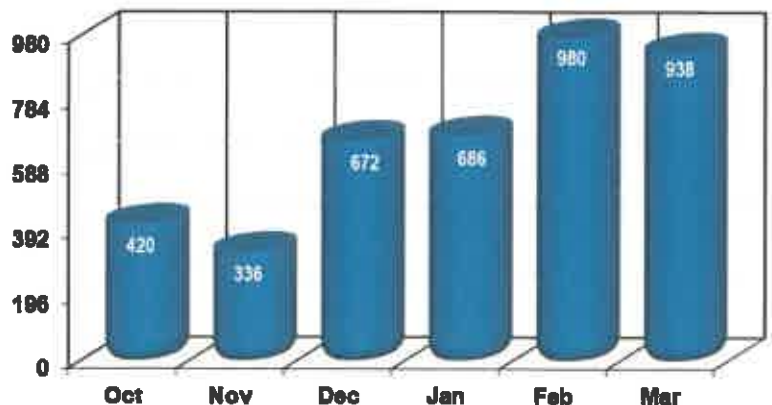
Pretreatment Flow (MG)



2023-24 Sludge Removal

Month	Roll Offs	CuYds
Oct	30	420
Nov	24	336
Dec	48	672
Jan	49	686
Feb	70	980
Mar	67	938
YTD 23-24	288	4,032
FY 22-23	511	10,220

2023-24 Sludge Removal - Cubic Yards



Street Division - Benchmark Summary

Our Street Crews paved 1,150 linear feet and maintained streets utilizing 428 tons of hot mix asphalt (HMA), patched approximately 775 potholes; placed a total of 52 signs, 39 poles (cemented); inspected and repaired 146 traffic lights and street lights and street lamps; 735 street miles was swept; removed 225 tires; street crews cleared right-of-way tree limb obstructions throughout the City. There were 206 customers and a monetary Collection of Debris totaling \$ 4,622.

Street Improvement & Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Marla Street	900 LF 310.44 tons	100%	100%	\$ 24,835	Street Department
Chamber of Commerce	200 LF 30.85 tons	100%	100%	\$ 2,444	Street Department
Trinity / Commerce	50 LF 15.24 tons	100%	100%	\$ 1,219	Street Department
Maintenance Citywide	71.77 tons	100%	100%	\$ 5,742	Street Department

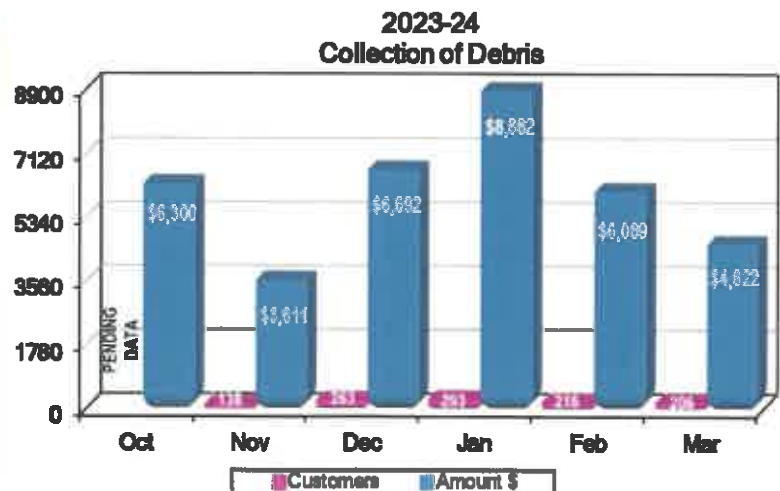
Storm Drainage Improvement Projects

Project Name	Linear Feet	Construction Completion	Current Status	Construction Cost Estimate	Contractor
Glasscock Storm Drainage Improvements	11,865	95%	95%	\$ 3,712,513	Mor-Will Const. LLC

Collection of Debris There were (206) customers with a collection of debris totaling \$ 4,622.

Collection of Debris

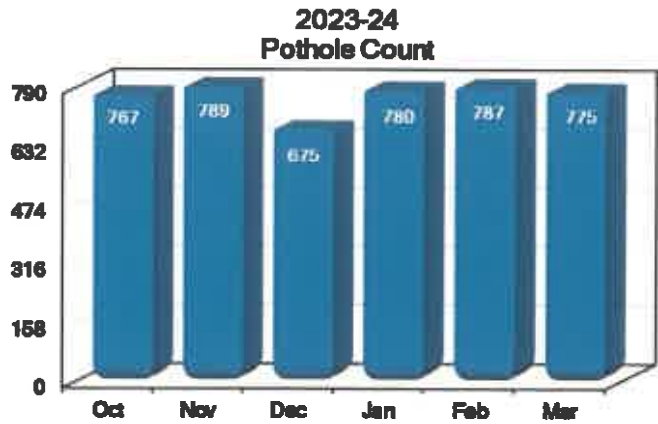
Month	Customers	Amount \$
Oct	pending	\$ 6,300
Nov	138	\$ 3,611
Dec	263	\$ 6,692
Jan	293	\$ 8,882
Feb	216	\$ 6,089
Mar	206	\$ 4,622
23-24	1116	\$ 36,196
22-23	2,592	\$ 69,562



City Pothole Maintenance Street Crews filled a total of 775 potholes.

Pothole Benchmark

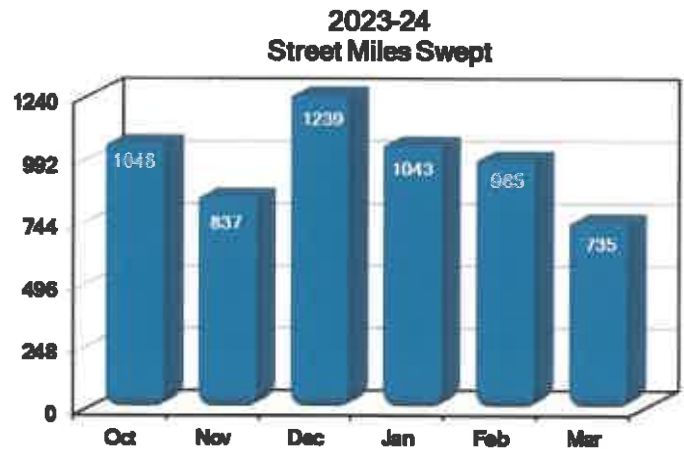
Month	22-23	23-24
Oct	621	767
Nov	675	789
Dec	762	675
Jan	985	780
Feb	715	787
Mar	650	775
Totals	4,408	4,573



City Street Miles Swept Mr. Torres and Mr. Gutierrez, Sweeper Operators, cleaned 735 miles.

Street Sweeper Miles

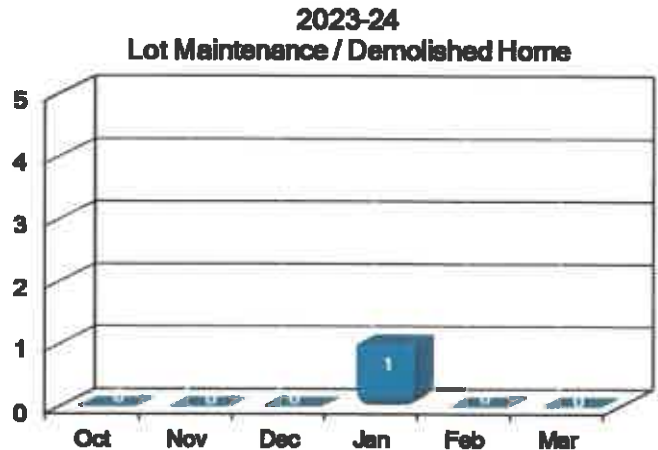
Month	22-23	23-24
Oct	199	1,048
Nov	478	837
Dec	612	1,239
Jan	964	1,043
Feb	2,042	985
Mar	1,555	735
Totals	5,850	5,887



Lot Maintenance / Demolished Home There were no lot maintenance or properties demolished.

Lot Maintenance / Demolished Home

Month	22-23	23-24
Oct	0	0
Nov	2	0
Dec	0	0
Jan	0	1
Feb	0	0
Mar	0	0
Totals	2	1

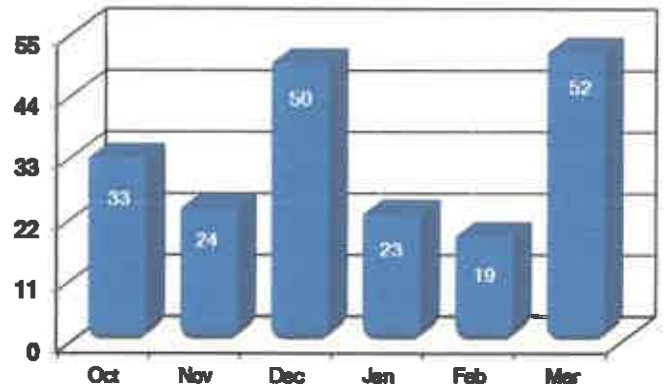


Sign Shop Output Measures Crews installed 52 signs (19 stop signs) and 39 cemented poles.

Sign Installations

Month	22-23	23-24	Posts
Oct	67	33	33
Nov	32	24	24
Dec	71	50	50
Jan	68	23	18
Feb	64	19	24
Mar	61	52	39
Totals	363	201	188

2023-24 Sign Installations

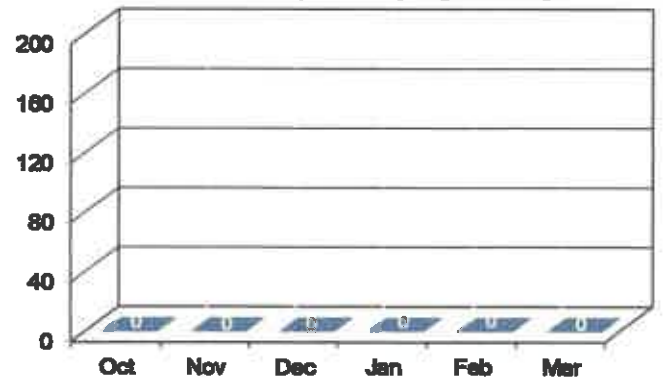


Street Light Maintenance There were no Street Light inspections this month.

Street Lights

Month	22-23	23-24
Oct	169	0
Nov	0	0
Dec	0	0
Jan	106	0
Feb	0	0
Mar	0	0
Totals	275	0

2023-24 Street & Expressway Light Outages



Traffic Signal Maintenance Visors replaced along Griffin Parkway corridor. Replaced street lights along intersections 83 / Bryan, 83 / Mayberry, 83 / Stewart, 83 / Shary and 83 / 9th Street.

Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	2	0	8	1	1	0	0	4	30	38	84
Nov	0	0	26	1	1	0	0	2	26	34	90
Dec	4	1	4	2	2	4	8	6	38	44	113
Jan	2	4	10	0	2	2	4	5	26	28	83
Feb	0	2	15	2	1	1	2	6	35	45	109
Mar	3	3	6	1	2	1	6	7	46	71	146
23-24	11	10	69	7	9	8	20	30	201	260	625
22-23	9	34	119	23	38	27	40	71	242	376	979

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

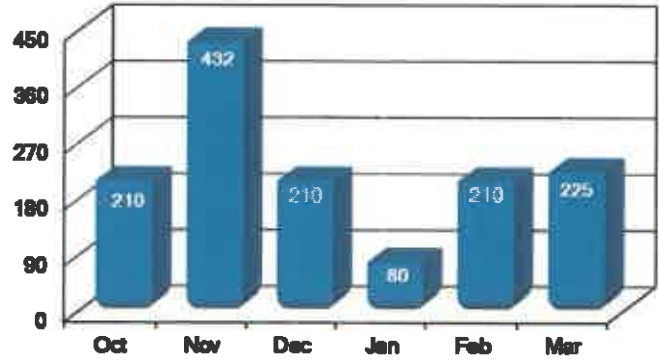
City Crew Collect Debris Our Alley Crew cleaned alleyways and averaged 5 trailer loads daily and mowed an average of 2 miles of alleyway.

Tire Removal Our Streets Crew removed 225 tires from the City this month.

Tire Collection

Month	22-23	23-24
Oct	1,200	210
Nov	675	432
Dec	365	210
Jan	350	80
Feb	310	210
Mar	280	225
Totals	3,180	1,367

**2023-24
Tire Removal**



2023-24 Fleet Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	47	47	\$ 21,500
Repairs	13	0	\$ 22,000
Totals	60	47	\$ 43,500
YTD 23-24	587	353	\$ 294,500
FY 22-23	895	715	\$ 514,600

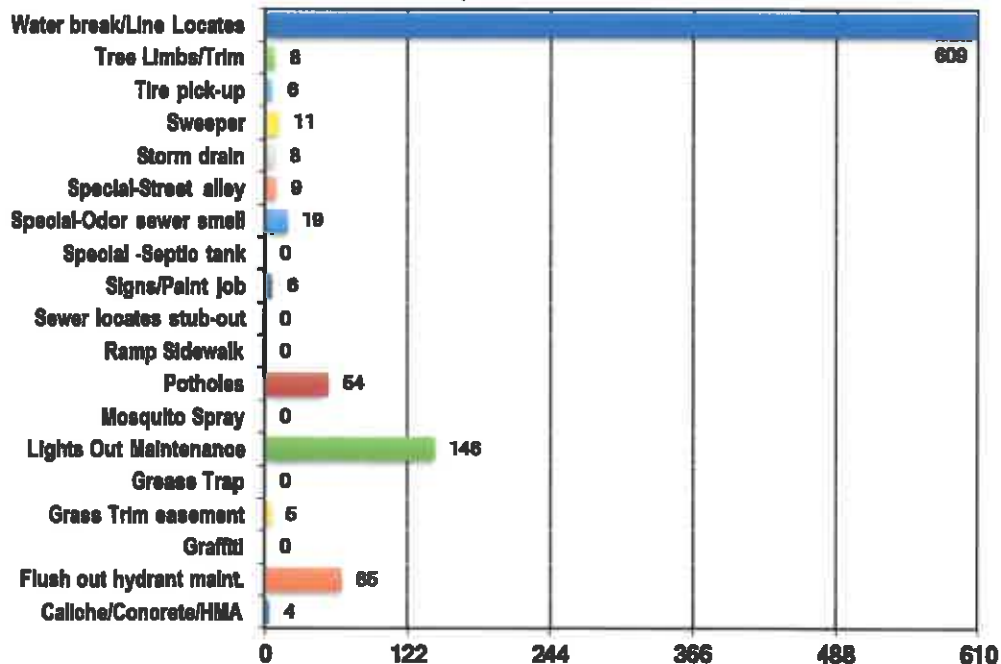
2023-24 Fleet Work Order Benchmark



Administration Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
Callche/Concrete/HMA	2	0	0	0	0	4	6	10
Flush Hydrant Maintenance	81	64	31	17	46	65	304	357
Graffiti	0	0	0	0	0	0	0	0
Grass Trim easement	1	1	0	0	2	5	9	161
Grease Trap	0	0	0	0	0	0	0	0
Lights Out Maintenance	84	90	113	83	109	146	625	1,254
Mosquito spray	0	0	0	0	0	0	0	0
Potholes	45	82	61	36	33	54	311	810
Ramp Sidewalk	1	0	2	0	2	0	5	6
Sewer locates stub-out	0	0	0	0	0	0	0	0
Signs/Paint Job	6	4	6	1	1	6	24	79
Special -Septic tank	0	0	0	0	0	0	0	0
Special-Odor smell	27	12	17	23	20	19	118	285
Special-Street alley	6	5	5	8	5	9	38	132
Storm drain	6	4	0	2	4	8	24	102
Sweeper	21	15	10	10	13	11	80	135
Tire pick-up	0	5	3	6	0	6	20	69
Tree Limbs/Trim	21	10	16	20	7	8	82	212
Water break/Line locates	382	544	456	579	571	609	3,141	7,840
Total	683	836	720	785	813	950	4,787	11,452

March 2024 Request for Service Calls

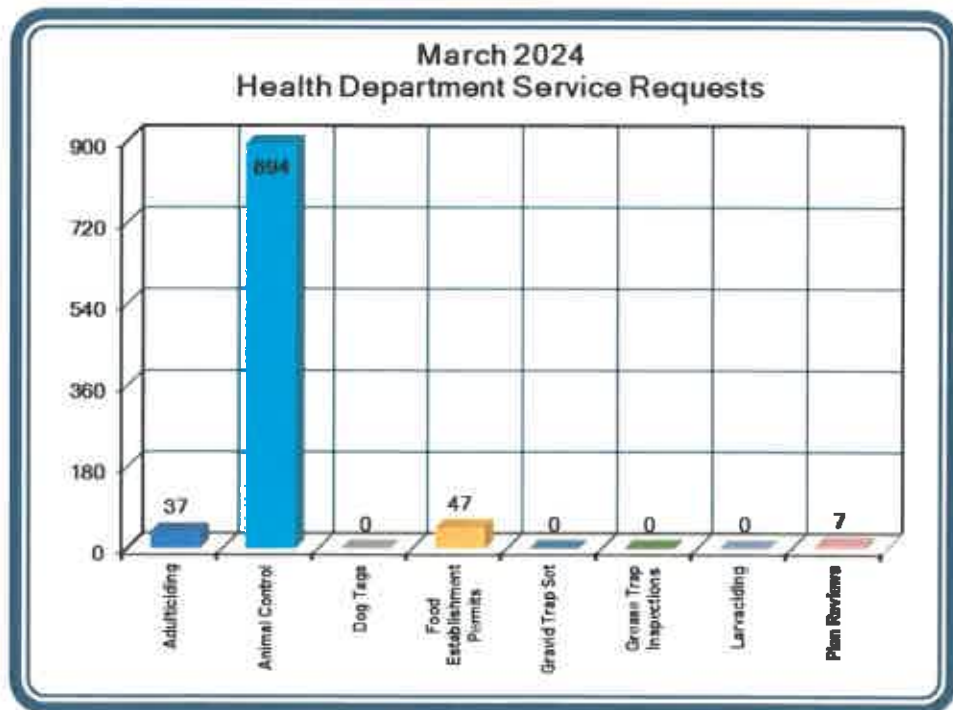


Health Department

Health Department Benchmark Summary

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

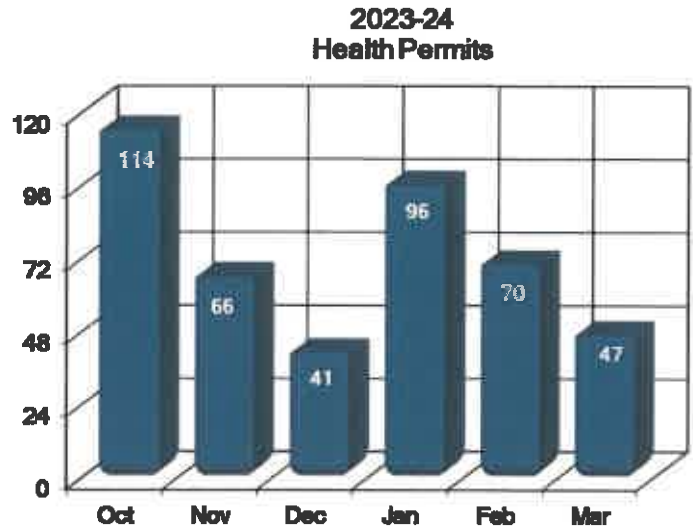
Service Type	Oct	Nov	Dec	Jan	Feb	Mar	YTD 23-24	FY 22-23
Adult Ciddng	0	0	0	0	0	37	37	5
Animal Control	756	560	600	644	675	894	4,129	6,813
Dog Tags	3	3	3	8	3	0	20	44
Food Est. Permits	114	66	41	96	70	47	434	720
Gravid Trap Set	0	0	0	0	0	0	0	0
Grease Trap Inspections	0	0	0	0	0	0	0	36
Larvaciddng	0	0	2	1	0	0	3	7
Plan Reviews	8	7	4	7	7	7	40	74
Total	881	636	650	756	755	985	4,663	7,699



Health Permits

A total of 47 Food Establishment permits were issued this month.

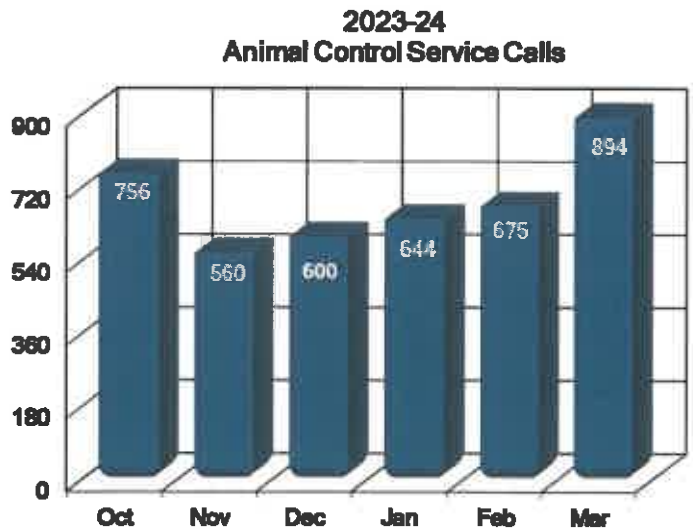
Food Establishment Permits		
Month	YTD 22-23	YTD 23-24
Oct	64	114
Nov	42	66
Dec	54	41
Jan	66	96
Feb	66	70
Mar	51	47
Totals	343	434



Animal Control Service Calls

Citizens called (894 calls) regarding Animal Control concerns.

Animal Control Calls		
Month	YTD 22-23	YTD 23-24
Oct	585	756
Nov	394	560
Dec	419	600
Jan	489	644
Feb	422	675
Mar	618	894
Totals	2,927	4,129



Health Department Animal Control

Our City's Animal Wellness Officers, Aaron, Mabely and Ivan, along with the staff from Alton and Palmview, reported the following Animal Control for March. There were 192 service orders completed by City staff this month.

Dogs

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Mar	YTD 23-24
Mission	88	6	4	6	10	0	114	621
Alton	0	0	0	0	0	0	0	8
Palmview	0	0	0	0	0	0	0	15
Mar	88	6	4	6	10	0	114	
YTD 23-24	507	30	5	63	39	0		644
FY 22-23	675	48	3	195	122	5		1,048

Cats

CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Mar	YTD 23-24
Mission	64	0	0	9	0	0	73	419
Alton	0	0	0	0	0	0	0	3
Palmview	0	0	0	0	0	0	0	3
Mar	64	0	0	9	0	0	73	
YTD 23-24	345	1	3	68	8	0		425
FY 22-23	525	4	0	181	20	0		730

Wildlife

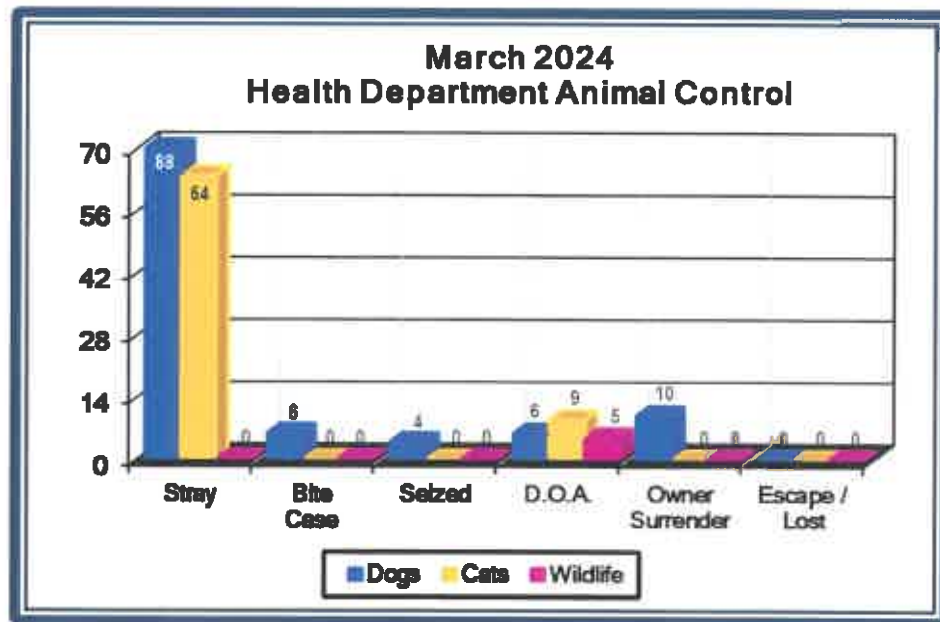
CITY	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape, Lost, Etc.	Mar	YTD 23-24
Mission	0	0	0	5	0	0	5	33
Alton	0	0	0	0	0	0	0	1
Palmview	0	0	0	0	0	0	0	3
Mar	0	0	0	5	0	0	5	
YTD 23-24	0	0	0	37	0	0		37
FY 22-23	51	0	0	128	3	0		182

Health Department Animal Control Summary

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

March 2024 Health Department Animal Control

Animal Type	Stray	Bite Case	Seized	D.O.A.	Owner Surrender	Escape / Lost	Mar	YTD 23-24
Dogs	88	6	4	6	10	0	114	644
Cats	64	0	0	9	0	0	73	425
Wildlife	0	0	0	5	0	0	5	37
Mar	152	6	4	20	10	0	192	
YTD 23-24	852	31	8	168	47	0		1,106
FY 22-23	1,251	52	3	504	145	5		1,960



MISSION FIRE DEPARTMENT MONTHLY REPORT

March 2024



“Dedicated to the Community we Protect... and Serve”

Mission Fire Department

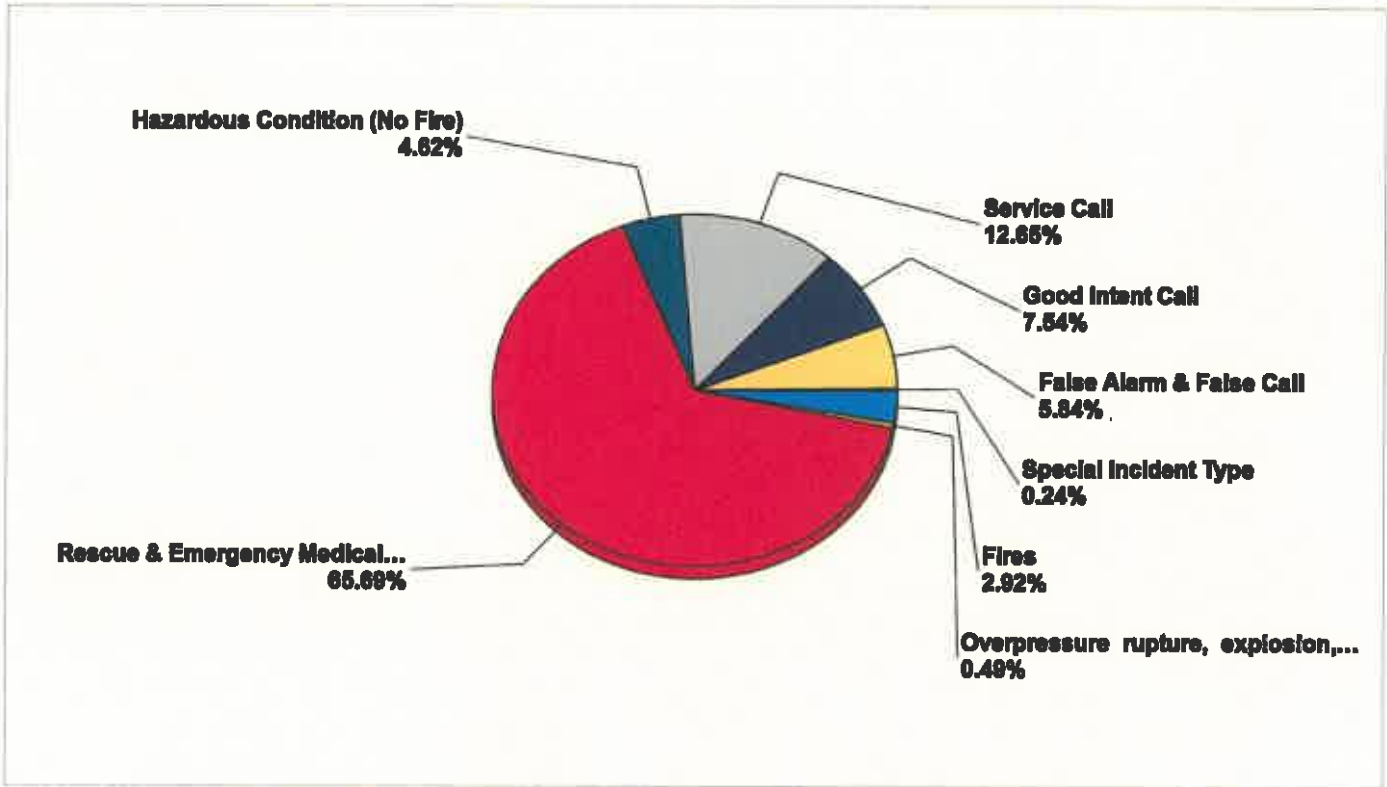
Mission, TX

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Item 9.

Breakdown by Major Incident Types for Date Range
 Zone(s): All Zones | Start Date: 03/01/2024 | End Date: 03/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	12	2.92%
Overpressure rupture, explosion, overheating - no fire	2	0.49%
Rescue & Emergency Medical Service	270	65.69%
Hazardous Condition (No Fire)	19	4.62%
Service Call	52	12.65%
Good Intent Call	31	7.54%
False Alarm & False Call	24	5.84%
Special Incident Type	1	0.24%
TOTAL	411	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.24%
112 - Fires in structure other than in a building	2	0.49%
113 - Cooking fire, confined to container	1	0.24%
130 - Mobile property (vehicle) fire, other	1	0.24%
132 - Road freight or transport vehicle fire	1	0.24%
142 - Brush or brush-and-grass mixture fire	2	0.49%
154 - Dumpster or other outside trash receptacle fire	2	0.49%
160 - Special outside fire, other	2	0.49%
221 - Overpressure rupture of air or gas pipe/pipeline	1	0.24%
251 - Excessive heat, scorch burns with no ignition	1	0.24%
311 - Medical assist, assist EMS crew	7	1.7%
320 - Emergency medical service, other	16	3.89%
321 - EMS call, excluding vehicle accident with injury	201	48.91%
322 - Motor vehicle accident with injuries	25	6.08%
324 - Motor vehicle accident with no injuries.	12	2.92%
331 - Lock-in (if lock out , use 511)	8	1.95%
352 - Extrication of victim(s) from vehicle	1	0.24%
411 - Gasoline or other flammable liquid spill	2	0.49%
412 - Gas leak (natural gas or LPG)	3	0.73%
424 - Carbon monoxide incident	2	0.49%
440 - Electrical wiring/equipment problem, other	3	0.73%
442 - Overheated motor	1	0.24%
444 - Power line down	2	0.49%
445 - Arcing, shorted electrical equipment	5	1.22%
460 - Accident, potential accident, other	1	0.24%
500 - Service Call, other	8	1.95%
510 - Person in distress, other	2	0.49%
511 - Lock-out	2	0.49%
512 - Ring or jewelry removal	1	0.24%
522 - Water or steam leak	1	0.24%
550 - Public service assistance, other	5	1.22%
551 - Assist police or other governmental agency	4	0.97%
553 - Public service	1	0.24%
554 - Assist invalid	26	6.33%
561 - Unauthorized burning	2	0.49%
600 - Good intent call, other	3	0.73%
611 - Dispatched & cancelled en route	8	1.95%
622 - No incident found on arrival at dispatch address	4	0.97%
631 - Authorized controlled burning	4	0.97%
651 - Smoke scare, odor of smoke	6	1.46%
652 - Steam, vapor, fog or dust thought to be smoke	3	0.73%
661 - EMS call, party transported by non-fire agency	2	0.49%
671 - HazMat release investigation w/no HazMat	1	0.24%
733 - Smoke detector activation due to malfunction	4	0.97%
735 - Alarm system sounded due to malfunction	1	0.24%
736 - CO detector activation due to malfunction	1	0.24%
741 - Sprinkler activation, no fire - unintentional	1	0.24%
743 - Smoke detector activation, no fire - unintentional	4	0.97%
744 - Detector activation, no fire - unintentional	3	0.73%
745 - Alarm system activation, no fire - unintentional	10	2.43%
911 - Citizen complaint	1	0.24%
TOTAL INCIDENTS:	411	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Mission Fire Department

Mission, TX

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Item 9.

Incident Statistics with Alarm to Arrival

Start Date: 03/01/2024 | End Date: 03/31/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		270	
FIRE		141	
TOTAL		411	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		2	
736 - CO detector activation due to malfunction		1	
TOTAL		3	
MUTUAL AID			
Aid Type		Total	
Aid Given		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
187		45.5	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Central	0:06:07	0:06:31	
Station 2	0:06:30	0:04:30	
Station 3	0:07:23	0:10:57	
Station 4	0:07:09	0:11:47	
Station 5	0:07:33	0:07:33	
AVERAGE FOR ALL CALLS		0:07:01	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Alarm to Arrival)			
Station	EMS	FIRE	
Central	0:06:34	0:07:32	
Station 2	0:07:03	0:04:30	
Station 3	0:07:46	0:11:18	
Station 4	0:07:31	0:11:53	

Custom Report. Only Reviewed Incidents Included. CO Checks only includes incident Types: 424, 736 and 734. # Apparatus Transports = # of Incidents where apparatus transported. # Patient Transports = All patients transported by EMS. #Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



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Station 5	0:07:43	0:07:42	Item 9.
AVERAGE FOR ALL CALLS		0:07:20	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Central	0:01:15	0:01:47	
Station 2	0:01:04	0:00:20	
Station 3	0:01:11	0:04:02	
Station 4	0:01:19	0:03:51	
Station 5	0:01:24	0:01:37	
AVERAGE FOR ALL CALLS		0:01:17	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Mission Fire Department		21:16	

Custom Report. Only Reviewed Incidents Included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. #Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Mission Fire Department

Mission, TX

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Item 9.

Incident Type Count per Station for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024

INCIDENT TYPE	# INCIDENTS
Station: 1 - CENTRAL	
112 - Fires in structure other than in a building	1
113 - Cooking fire, confined to container	1
154 - Dumpster or other outside trash receptacle fire	1
221 - Overpressure rupture of air or gas pipe/pipeline	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	8
321 - EMS call, excluding vehicle accident with injury	69
322 - Motor vehicle accident with injuries	10
324 - Motor vehicle accident with no injuries.	3
331 - Lock-In (if lock out , use 511)	2
352 - Extrication of victim(s) from vehicle	1
411 - Gasoline or other flammable liquid spill	2
412 - Gas leak (natural gas or LPG)	2
440 - Electrical wiring/equipment problem, other	2
442 - Overheated motor	1
444 - Power line down	2
445 - Arcing, shorted electrical equipment	2
480 - Accident, potential accident, other	1
512 - Ring or jewelry removal	1
522 - Water or steam leak	1
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	1
554 - Assist invalid	1
600 - Good Intent call, other	3
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
631 - Authorized controlled burning	1
651 - Smoke scare, odor of smoke	2
652 - Steam, vapor, fog or dust thought to be smoke	1
661 - EMS call, party transported by non-fire agency	1
733 - Smoke detector activation due to malfunction	2
735 - Alarm system sounded due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
744 - Detector activation, no fire - unintentional	1

Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
745 - Alarm system activation, no fire - unintentional	2

Incidents for 1 - Central: 135

Station: 2 - STATION 2

321 - EMS call, excluding vehicle accident with injury	58
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
500 - Service Call, other	4
611 - Dispatched & cancelled en route	2

Incidents for 2 - Station 2: 66

Station: 3 - STATION 3

112 - Fires in structure other than in a building	1
154 - Dumpster or other outside trash receptacle fire	1
160 - Special outside fire, other	1
311 - Medical assist, assist EMS crew	5
320 - Emergency medical service, other	8
321 - EMS call, excluding vehicle accident with injury	55
322 - Motor vehicle accident with injuries	6
324 - Motor vehicle accident with no injuries.	5
331 - Lock-in (If lock out , use 511)	4
500 - Service Call, other	4
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	3
553 - Public service	1
554 - Assist invalid	14
611 - Dispatched & cancelled en route	2
631 - Authorized controlled burning	3
651 - Smoke scare, odor of smoke	1
661 - EMS call, party transported by non-fire agency	1
733 - Smoke detector activation due to malfunction	1
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3
911 - Citizen complaint	1

Incidents for 3 - Station 3: 124

Station: 4 - STATION 4

130 - Mobile property (vehicle) fire, other	1
142 - Brush or brush-and-grass mixture fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	1

Only REVIEWED Incidents included.

INCIDENT TYPE	# INCIDENTS
321 - EMS call, excluding vehicle accident with injury	10
322 - Motor vehicle accident with injuries	5
331 - Lock-In (if lock out , use 511)	2
424 - Carbon monoxide incident	2
440 - Electrical wiring/equipment problem, other	1
510 - Person in distress, other	2
511 - Lock-out	1
550 - Public service assistance, other	1
554 - Assist Invalid	3
561 - Unauthorized burning	2
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	1
652 - Steam, vapor, fog or dust thought to be smoke	2
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
# Incidents for 4 - Station 4:	39

Station: 5 - STATION 5	
111 - Building fire	1
132 - Road freight or transport vehicle fire	1
142 - Brush or brush-and-grass mixture fire	1
160 - Special outside fire, other	1
321 - EMS call, excluding vehicle accident with injury	9
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	3
412 - Gas leak (natural gas or LPG)	1
445 - Arcing, shorted electrical equipment	3
511 - Lock-out	1
550 - Public service assistance, other	1
554 - Assist Invalid	8
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	2
651 - Smoke scare, odor of smoke	3
671 - HazMat release investigation w/no HazMat	1
733 - Smoke detector activation due to malfunction	1
741 - Sprinkler activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	5
# Incidents for 5 - Station 5:	47

Only REVIEWED incidents included.

Mission Fire Department

Mission, TX

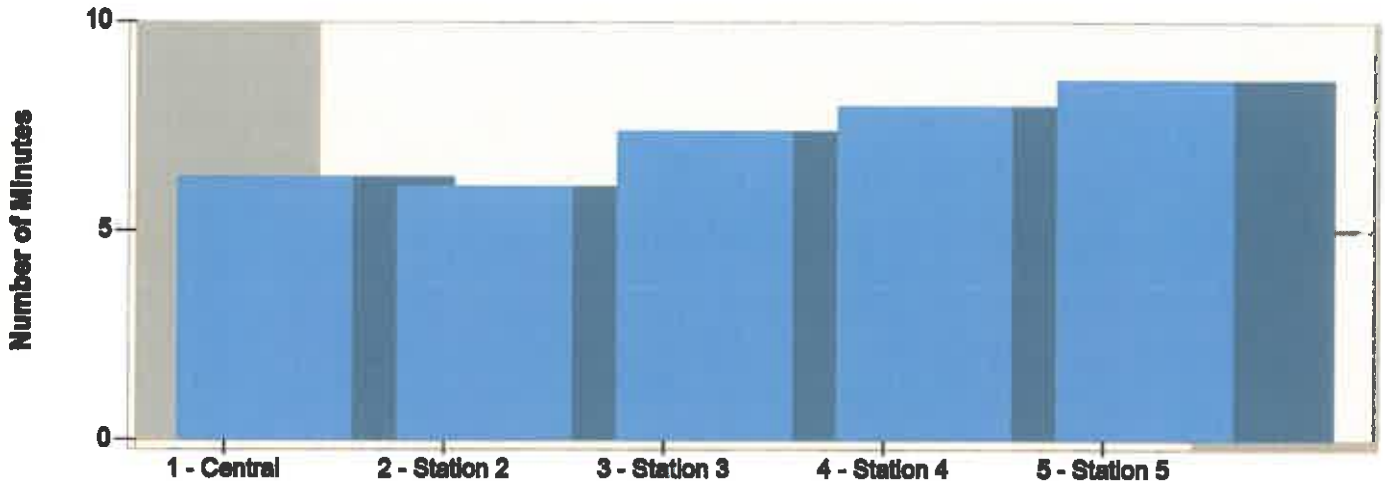
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Item 9.

Average Response Time per Station for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
1 - Central	6:18
2 - Station 2	6:04
3 - Station 3	7:24
4 - Station 4	8:00
5 - Station 5	8:37

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



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Mission Fire Department

Mission, TX

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Item 9.

Count of Overlapping Incidents for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024

# OVERLAPPING	% OVERLAPPING	TOTAL
187	45.5	411

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
3/1/2024					
3/1/2024 9:04:00 AM	3/1/2024 9:34:00 AM	2024-538	322	Station 5	
3/1/2024 9:12:00 AM	3/1/2024 9:34:00 AM	2024-539	554	Station 3	
3/1/2024 9:35:00 PM	3/1/2024 10:04:00 PM	2024-544	322	Central	Central District
3/1/2024 9:58:00 PM	3/1/2024 9:59:00 PM	2024-545	321	Station 3	District 3
3/2/2024					
3/2/2024 3:45:00 PM	3/2/2024 3:58:00 PM	2024-549	331	Central	
3/2/2024 3:59:00 PM	3/2/2024 5:53:00 PM	2024-550	444	Central	
3/2/2024 4:52:00 PM	3/2/2024 5:03:00 PM	2024-551	554	Station 4	
3/2/2024 6:58:00 PM	3/2/2024 7:28:00 PM	2024-552	320	Station 3	
3/2/2024 7:03:00 PM	3/2/2024 7:13:00 PM	2024-553	622	Central	
3/2/2024 7:18:00 PM	3/2/2024 7:31:00 PM	2024-554	331	Central	
3/4/2024					
3/4/2024 9:32:00 AM	3/4/2024 10:02:00 AM	2024-562	321	Station 4	
3/4/2024 9:58:00 AM	3/4/2024 10:22:00 AM	2024-563	651	Station 5	
3/4/2024 11:09:00 AM	3/4/2024 11:21:00 AM	2024-564	651	Station 5	
3/4/2024 11:19:00 AM	3/4/2024 12:14:00 PM	2024-565	561	Station 4	
3/5/2024					
3/5/2024 1:20:00 PM	3/5/2024 1:48:00 PM	2024-576	554	Station 3	
3/5/2024 1:44:00 PM	3/5/2024 2:58:00 PM	2024-576	111	Station 5	
3/5/2024 1:56:00 PM	3/5/2024 2:14:00 PM	2024-577	324	Station 3	
3/5/2024 2:18:00 PM	3/5/2024 2:33:00 PM	2024-578	321	Station 2	
3/6/2024					
3/6/2024 1:32:00 PM	3/6/2024 2:08:00 PM	2024-588	321	Station 2	
3/6/2024 2:05:00 PM	3/6/2024 2:21:00 PM	2024-589	554	Station 3	District 3
3/7/2024					
3/7/2024 4:09:00 PM	3/7/2024 4:30:00 PM	2024-595	321	Station 2	
3/7/2024 4:21:00 PM	3/7/2024 4:54:00 PM	2024-596	321	Central	
3/7/2024 7:24:00 PM	3/7/2024 7:51:00 PM	2024-599	311	Station 3	District 3
3/7/2024 7:37:00 PM	3/7/2024 8:08:00 PM	2024-600	132	Station 5	
3/8/2024					
3/8/2024 9:37:00 AM	3/8/2024 9:50:00 AM	2024-602	321	Central	
3/8/2024 9:40:00 AM	3/8/2024 9:50:00 AM	2024-601	321	Central	

Percentage of Incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.



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OVERLAPPING INCIDENT DETAILS					
ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
3/8/2024 3:28:00 PM	3/8/2024 4:02:00 PM	2024-605	321	Station 3	
3/8/2024 3:33:00 PM	3/8/2024 3:52:00 PM	2024-606	500	Station 2	
3/8/2024 6:33:00 PM	3/8/2024 7:08:00 PM	2024-608	321	Central	
3/8/2024 6:58:00 PM	3/8/2024 7:38:00 PM	2024-609	500	Station 3	
3/8/2024 7:19:00 PM	3/8/2024 7:48:00 PM	2024-610	321	Central	
3/8/2024 7:35:00 PM	3/8/2024 7:54:00 PM	2024-611	321	Station 5	
3/8/2024 9:57:00 PM	3/8/2024 10:23:00 PM	2024-613	424	Station 4	
3/8/2024 10:02:00 PM	3/8/2024 10:38:00 PM	2024-614	322	Central	
3/8/2024 10:06:00 PM	3/8/2024 10:33:00 PM	2024-615	412	Central	
3/9/2024					
3/9/2024 4:52:00 PM	3/9/2024 5:16:00 PM	2024-620	321	Station 3	
3/9/2024 5:03:00 PM	3/9/2024 5:29:00 PM	2024-621	321	Station 2	
3/10/2024					
3/10/2024 2:03:00 PM	3/10/2024 2:27:00 PM	2024-625	321	Central	
3/10/2024 2:04:00 PM	3/10/2024 2:18:00 PM	2024-626	321	Station 3	
3/11/2024					
3/11/2024 11:32:00 AM	3/11/2024 11:49:00 AM	2024-633	321	Central	
3/11/2024 11:44:00 AM	3/11/2024 11:48:00 AM	2024-634	611	Central	
3/11/2024 4:20:00 PM	3/11/2024 4:32:00 PM	2024-638	154	Station 3	
3/11/2024 4:23:00 PM	3/11/2024 5:00:00 PM	2024-639	550	Central	
3/11/2024 7:46:00 PM	3/11/2024 8:12:00 PM	2024-642	321	Central	
3/11/2024 7:51:00 PM	3/11/2024 8:17:00 PM	2024-643	321	Station 2	
3/11/2024 8:04:00 PM	3/11/2024 8:32:00 PM	2024-644	321	Central	
3/11/2024 8:27:00 PM	3/11/2024 8:52:00 PM	2024-645	321	Central	
3/12/2024					
3/12/2024 11:15:00 AM	3/12/2024 11:46:00 AM	2024-649	321	Station 3	
3/12/2024 11:17:00 AM	3/12/2024 11:34:00 AM	2024-650	321	Central	
3/12/2024 3:11:00 PM	3/12/2024 3:45:00 PM	2024-652	321	Central	
3/12/2024 3:23:00 PM	3/12/2024 3:25:00 PM	2024-653	661	Station 3	
3/12/2024 9:41:00 PM	3/12/2024 10:04:00 PM	2024-659	321	Station 3	
3/12/2024 9:55:00 PM	3/12/2024 10:28:00 PM	2024-660	321	Central	
3/13/2024					
3/13/2024 11:45:00 AM	3/13/2024 12:11:00 PM	2024-664	554	Station 3	District 3
3/13/2024 11:56:00 AM	3/13/2024 12:29:00 PM	2024-665	321	Central	
3/13/2024 12:29:00 PM	3/13/2024 1:08:00 PM	2024-666	321	Central	
3/13/2024 2:29:00 PM	3/13/2024 3:08:00 PM	2024-668	322	Station 4	
3/13/2024 2:46:00 PM	3/13/2024 3:15:00 PM	2024-669	321	Station 2	
3/14/2024					
3/14/2024 2:02:00 PM	3/14/2024 2:11:00 PM	2024-680	746	Station 3	
3/14/2024 2:10:00 PM	3/14/2024 2:27:00 PM	2024-681	622	Station 5	
3/15/2024					
3/15/2024 3:23:00 PM	3/15/2024 4:02:00 PM	2024-691	321	Central	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
3/16/2024 3:59:00 PM	3/15/2024 4:24:00 PM	2024-692	324	Station 2	
3/16/2024					
3/16/2024 8:50:00 AM	3/16/2024 9:18:00 AM	2024-698	444	Central	
3/16/2024 9:01:00 AM	3/16/2024 9:18:00 AM	2024-699	321	Central	
3/16/2024 3:47:00 PM	3/16/2024 4:11:00 PM	2024-704	320	Station 3	
3/16/2024 3:57:00 PM	3/16/2024 4:30:00 PM	2024-705	322	Central	
3/16/2024 4:20:00 PM	3/16/2024 4:57:00 PM	2024-706	321	Station 2	
3/16/2024 4:27:00 PM	3/16/2024 4:42:00 PM	2024-707	321	Central	
3/16/2024 4:48:00 PM	3/16/2024 5:08:00 PM	2024-708	321	Central	
3/16/2024 7:08:00 PM	3/16/2024 7:57:00 PM	2024-709	221	Central	
3/16/2024 7:43:00 PM	3/16/2024 8:02:00 PM	2024-710	320	Central	
3/17/2024					
3/17/2024 12:39:00 AM	3/17/2024 1:15:00 AM	2024-712	321	Station 2	
3/17/2024 12:55:00 AM	3/17/2024 1:23:00 AM	2024-713	440	Central	
3/17/2024 3:32:00 PM	3/17/2024 4:03:00 PM	2024-719	321	Station 2	
3/17/2024 3:56:00 PM	3/17/2024 4:41:00 PM	2024-720	322	Station 4	
3/17/2024 5:00:00 PM	3/17/2024 8:00:00 PM	2024-721	112	Station 3	District 3
3/17/2024 7:20:00 PM	3/17/2024 7:52:00 PM	2024-722	324	Station 5	
3/18/2024					
3/18/2024 8:30:00 AM	3/18/2024 8:59:00 AM	2024-726	321	Station 2	
3/18/2024 8:35:00 AM	3/18/2024 9:16:00 AM	2024-727	735	Central	
3/18/2024 8:43:00 AM	3/18/2024 8:59:00 AM	2024-728	321	Central	
3/18/2024 8:46:00 AM	3/18/2024 10:06:00 AM	2024-730	321	Central	
3/18/2024 10:01:00 AM	3/18/2024 10:20:00 AM	2024-731	631	Station 3	District 3
3/18/2024 10:13:00 AM	3/18/2024 10:35:00 AM	2024-732	321	Station 3	
3/18/2024 10:17:00 AM	3/18/2024 10:37:00 AM	2024-733	142	Station 4	
3/18/2024 9:35:00 PM	3/18/2024 10:08:00 PM	2024-736	311	Station 3	District 3
3/18/2024 10:02:00 PM	3/18/2024 10:31:00 PM	2024-737	321	Central	
3/19/2024					
3/19/2024 8:53:00 AM	3/19/2024 10:15:00 AM	2024-741	321	Central	
3/19/2024 10:11:00 AM	3/19/2024 10:49:00 AM	2024-742	321	Station 3	
3/20/2024					
3/20/2024 8:03:00 PM	3/20/2024 8:24:00 PM	2024-752	321	Central	
3/20/2024 8:22:00 PM	3/20/2024 8:30:00 PM	2024-753	440	Station 4	
3/21/2024					
3/21/2024 6:37:00 AM	3/21/2024 7:12:00 AM	2024-755	321	Station 2	
3/21/2024 7:09:00 AM	3/21/2024 7:23:00 AM	2024-756	160	Station 3	District 3
3/21/2024 8:12:00 AM	3/21/2024 8:36:00 AM	2024-757	321	Station 4	
3/21/2024 8:19:00 AM	3/21/2024 8:40:00 AM	2024-758	324	Station 3	
3/21/2024 11:27:00 AM	3/21/2024 11:55:00 AM	2024-760	321	Station 3	
3/21/2024 11:34:00 AM	3/21/2024 11:58:00 AM	2024-761	321	Station 2	
3/21/2024 12:17:00 PM	3/21/2024 12:48:00 PM	2024-762	321	Central	

Percentage of Incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
3/21/2024 12:32:00 PM	3/21/2024 12:45:00 PM	2024-764	321	Central	
3/21/2024 12:33:00 PM	3/21/2024 12:51:00 PM	2024-763	321	Station 3	
3/21/2024 3:18:00 PM	3/21/2024 3:44:00 PM	2024-766	743	Central	
3/21/2024 3:16:00 PM	3/21/2024 3:27:00 PM	2024-767	321	Station 3	
3/21/2024 6:12:00 PM	3/21/2024 6:37:00 PM	2024-769	321	Central	
3/21/2024 6:16:00 PM	3/21/2024 6:43:00 PM	2024-770	324	Central	
3/21/2024 7:28:00 PM	3/21/2024 7:42:00 PM	2024-772	745	Station 3	
3/21/2024 7:42:00 PM	3/21/2024 8:03:00 PM	2024-773	321	Central	
3/21/2024 7:43:00 PM	3/21/2024 8:03:00 PM	2024-774	446	Station 5	
3/22/2024					
3/22/2024 8:49:00 AM	3/22/2024 9:26:00 AM	2024-780	321	Central	
3/22/2024 8:57:00 AM	3/22/2024 9:10:00 AM	2024-781	622	Station 5	
3/22/2024 9:04:00 AM	3/22/2024 9:34:00 AM	2024-782	321	Station 2	
3/22/2024 1:13:00 PM	3/22/2024 7:56:00 PM	2024-784	112	Central	
3/22/2024 3:53:00 PM	3/22/2024 4:20:00 PM	2024-785	500	Station 2	
3/22/2024 4:33:00 PM	3/22/2024 5:07:00 PM	2024-786	321	Station 3	
3/22/2024 5:07:00 PM	3/22/2024 5:34:00 PM	2024-787	321	Station 2	
3/22/2024 5:47:00 PM	3/22/2024 5:52:00 PM	2024-788	321	Station 3	
3/22/2024 6:13:00 PM	3/22/2024 6:24:00 PM	2024-789	321	Central	
3/22/2024 6:42:00 PM	3/22/2024 7:10:00 PM	2024-790	321	Station 2	
3/22/2024 8:30:00 PM	3/22/2024 8:57:00 PM	2024-791	321	Station 3	District 3
3/22/2024 8:54:00 PM	3/22/2024 9:17:00 PM	2024-792	321	Central	
3/23/2024					
3/23/2024 5:47:00 AM	3/23/2024 6:06:00 AM	2024-796	321	Central	
3/23/2024 5:53:00 AM	3/23/2024 6:16:00 AM	2024-797	321	Station 2	
3/23/2024 2:18:00 PM	3/23/2024 2:36:00 PM	2024-799	554	Station 3	
3/23/2024 2:22:00 PM	3/23/2024 3:08:00 PM	2024-800	324	Station 3	District 3
3/23/2024 2:27:00 PM	3/23/2024 2:39:00 PM	2024-801	321	Central	
3/23/2024 2:51:00 PM	3/23/2024 3:15:00 PM	2024-802	321	Station 3	
3/23/2024 2:58:00 PM	3/23/2024 3:18:00 PM	2024-803	321	Station 2	
3/24/2024					
3/24/2024 2:31:00 AM	3/24/2024 2:51:00 AM	2024-813	324	Station 3	
3/24/2024 2:40:00 AM	3/24/2024 3:02:00 AM	2024-814	522	Central	
3/24/2024 2:59:00 AM	3/24/2024 3:08:00 AM	2024-815	512	Central	
3/24/2024 4:25:00 AM	3/24/2024 4:54:00 AM	2024-816	424	Station 4	
3/24/2024 4:29:00 AM	3/24/2024 4:51:00 AM	2024-817	733	Central	Central District
3/25/2024					
3/25/2024 7:36:00 AM	3/25/2024 8:15:00 AM	2024-823	324	Station 5	
3/25/2024 7:54:00 AM	3/25/2024 8:36:00 AM	2024-824	322	Station 4	
3/25/2024 8:14:00 AM	3/25/2024 8:42:00 AM	2024-825	321	Station 3	District 3
3/25/2024 10:38:00 AM	3/25/2024 10:59:00 AM	2024-826	321	Central	
3/25/2024 10:39:00 AM	3/25/2024 11:00:00 AM	2024-829	745	Station 5	
3/25/2024 1:32:00 PM	3/25/2024 2:06:00 PM	2024-832	321	Station 2	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.



OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
3/25/2024 1:48:00 PM	3/25/2024 2:03:00 PM	2024-833	321	Station 3	
3/25/2024 3:17:00 PM	3/25/2024 3:35:00 PM	2024-834	321	Station 2	
3/25/2024 3:18:00 PM	3/25/2024 3:46:00 PM	2024-835	321	Station 5	
3/25/2024 7:10:00 PM	3/25/2024 7:28:00 PM	2024-839	321	Station 2	
3/25/2024 7:24:00 PM	3/25/2024 7:45:00 PM	2024-840	320	Station 3	
3/25/2024 7:30:00 PM	3/25/2024 7:57:00 PM	2024-841	113	Central	
3/25/2024 8:48:00 PM	3/25/2024 9:07:00 PM	2024-842	322	Station 4	
3/25/2024 9:01:00 PM	3/25/2024 9:22:00 PM	2024-843	321	Station 2	
3/26/2024					
3/26/2024 9:46:00 AM	3/26/2024 10:09:00 AM	2024-849	322	Central	
3/26/2024 9:53:00 AM	3/26/2024 10:21:00 AM	2024-850	500	Station 3	
3/26/2024 1:17:00 PM	3/26/2024 1:43:00 PM	2024-852	321	Central	
3/26/2024 1:24:00 PM	3/26/2024 2:05:00 PM	2024-853	321	Station 3	District 3
3/26/2024 7:49:00 PM	3/26/2024 8:13:00 PM	2024-857	321	Central	
3/26/2024 8:00:00 PM	3/26/2024 8:15:00 PM	2024-858	743	Station 4	
3/26/2024 8:03:00 PM	3/26/2024 8:27:00 PM	2024-859	321	Station 5	
3/26/2024 8:07:00 PM	3/26/2024 8:28:00 PM	2024-860	554	Station 5	
3/27/2024					
3/27/2024 8:49:00 AM	3/27/2024 9:45:00 AM	2024-866	322	Central	
3/27/2024 9:29:00 AM	3/27/2024 9:41:00 AM	2024-867	554	Station 5	
3/27/2024 10:09:00 AM	3/27/2024 10:36:00 AM	2024-868	321	Central	
3/27/2024 10:16:00 AM	3/27/2024 11:30:00 AM	2024-869	671	Station 5	
3/27/2024 2:56:00 PM	3/27/2024 3:55:00 PM	2024-873	652	Central	
3/27/2024 3:12:00 PM	3/27/2024 3:36:00 PM	2024-874	321	Station 2	
3/27/2024 3:21:00 PM	3/27/2024 3:38:00 PM	2024-875	324	Central	
3/28/2024					
3/28/2024 8:23:00 AM	3/28/2024 9:09:00 AM	2024-882	321	Station 3	
3/28/2024 8:27:00 AM	3/28/2024 8:49:00 AM	2024-883	321	Station 4	District 4
3/28/2024 8:47:00 AM	3/28/2024 10:44:00 AM	2024-884	411	Central	
3/28/2024 9:32:00 AM	3/28/2024 9:55:00 AM	2024-885	321	Station 2	
3/28/2024 10:08:00 AM	3/28/2024 10:34:00 AM	2024-886	321	Central	
3/28/2024 10:10:00 AM	3/28/2024 10:27:00 AM	2024-887	321	Central	
3/28/2024 12:27:00 PM	3/28/2024 12:48:00 PM	2024-889	321	Central	
3/28/2024 12:33:00 PM	3/28/2024 1:01:00 PM	2024-890	321	Station 3	
3/28/2024 10:14:00 PM	3/28/2024 10:38:00 PM	2024-893	733	Station 5	
3/28/2024 10:34:00 PM	3/28/2024 10:47:00 PM	2024-894	331	Station 4	District 4
3/29/2024					
3/29/2024 8:46:00 AM	3/29/2024 9:21:00 AM	2024-897	741	Station 5	
3/29/2024 9:21:00 AM	3/29/2024 9:37:00 AM	2024-898	745	Station 5	
3/29/2024 6:45:00 PM	3/29/2024 7:09:00 PM	2024-906	321	Station 2	
3/29/2024 7:09:00 PM	3/29/2024 7:30:00 PM	2024-907	320	Central	
3/29/2024 7:25:00 PM	3/29/2024 7:31:00 PM	2024-908	661	Central	
3/29/2024 8:29:00 PM	3/29/2024 8:53:00 PM	2024-909	320	Central	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS					
ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
3/29/2024 8:42:00 PM	3/29/2024 8:57:00 PM	2024-910	440	Central	
3/29/2024 8:43:00 PM	3/29/2024 9:10:00 PM	2024-911	321	Central	
3/29/2024 11:24:00 PM	3/29/2024 11:58:00 PM	2024-913	322	Station 3	District 3
3/29/2024 11:36:00 PM	3/30/2024 12:03:00 AM	2024-914	321	Station 5	
3/30/2024					
3/30/2024 10:16:00 PM	3/30/2024 11:00:00 PM	2024-929	554	Station 5	
3/30/2024 10:37:00 PM	3/30/2024 10:40:00 PM	2024-930	321	Central	
3/31/2024					
3/31/2024 5:49:00 PM	3/31/2024 6:19:00 PM	2024-943	321	Central	
3/31/2024 5:54:00 PM	3/31/2024 6:28:00 PM	2024-941	322	Station 4	
3/31/2024 6:01:00 PM	3/31/2024 6:30:00 PM	2024-942	321	Station 3	
3/31/2024 10:04:00 PM	3/31/2024 10:28:00 PM	2024-945	321	Central	
3/31/2024 10:16:00 PM	3/31/2024 11:02:00 PM	2024-946	445	Central	
3/31/2024 10:42:00 PM	3/31/2024 11:12:00 PM	2024-947	160	Station 5	

Percentage of incidents overlapping from total incidents in month, year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.



Mission Fire Department

Career Development Section

Monthly Report for March 2024

To: Adrian Garcia, Fire Chief *Rch*
From: Richard A. Cruz, Deputy Chief
Re: Career Development Section Report for March 2024

The training topics for the month were Facial Trauma for the EMS portion, and Ladders for the Fire portion. Each topic counts for 2 hours of continuing education hours for the yearly total. The trainings were posted on our online Training software and each personnel completed the trainings on their assigned shift days.

EMS training has been our top priority this month. We have been training around the clock to keep our skills sharp. We have been utilizing our newly purchased training equipment to be able to perform hands-on skills and train.

Two of our very own Lieutenants gave a Flood Awareness class at the annual South Texas All Hazards Conference in McAllen, TX. There were over 75 people in attendance from around the valley. They discussed key points on how to recognize life threatening flooding and how to escape the dangers if encountered.

This month, several of our personnel are attending the Fire & Public Safety Conference in Edinburg, TX. Some of the classes our crews will be attending are: Vehicle Extrication, Rope Rescue, Leadership Strategies and Live Fire. These class are through TEEK so each participant will get credit towards their yearly continuous education hours. Our training personnel also assisted with teaching 2 different classes at this conference: Firefighter Survival and Live Fire burns.

At the middle of the month, our CDS Captain and several of our station Lieutenants attended a free 4-hour course on Electric Vehicles. They talked about the dangers of encountering these fires and what can be done to help control them. They also discussed potential hazards from the smoke and fumes caused by these vehicles. Information like this helps our staff be aware of emerging trends.

Our EMS Captain gave our crews a course on Mass Casualty Incidents. This class teaches personnel how to properly triage and treat patients that may be encountered in a mass patient incident. We recently purchased an MCI kit that assists with this process. The kit includes training simulations that were used to facilitate the training scenarios.

Our department is transitioning into running full EMS at emergency incidents. With this transition process, we have acquired new software for our Dispatch center and Dispatchers. All of our 6 Dispatch personnel participated in an extensive week long training on how to operate the new software.

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

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

Training Hours for March 2024 - TOTAL: 318

Fire: **200 hours**
 Classroom/Online: 116 hours
 Hands-On/Skills: 84 hours Drone: 0 hours
EMS: **118 hours**
Special Ops: **0 hours**
Haz-Mat: **0 hours**

Training Hours for Year-to-Date 2023 - TOTAL: 5,071

Fire: **2,756 hours**
 Classroom/Online: 261 hours
 Hands-On/Skills: 2,467 hours Drone: 20 hours
EMS: **907 hours**
Special Ops: **0 hours**
Haz-Mat: **905 hours**

Respectfully,



Richard A. Cruz
Deputy Chief
Career Development Section

“Train Like Your Life Depends on it...Because It Does!”

MISSION FIRE DEPARTMENT

Emergency Ambulance Response Report

March 2024



Dedicated to the Community we Protect... and Serve”



Previous Month ▾

Mar 1, 2024 - Mar 31, 2024 ▾

06:51

MM:SS
Average Response Time

65%

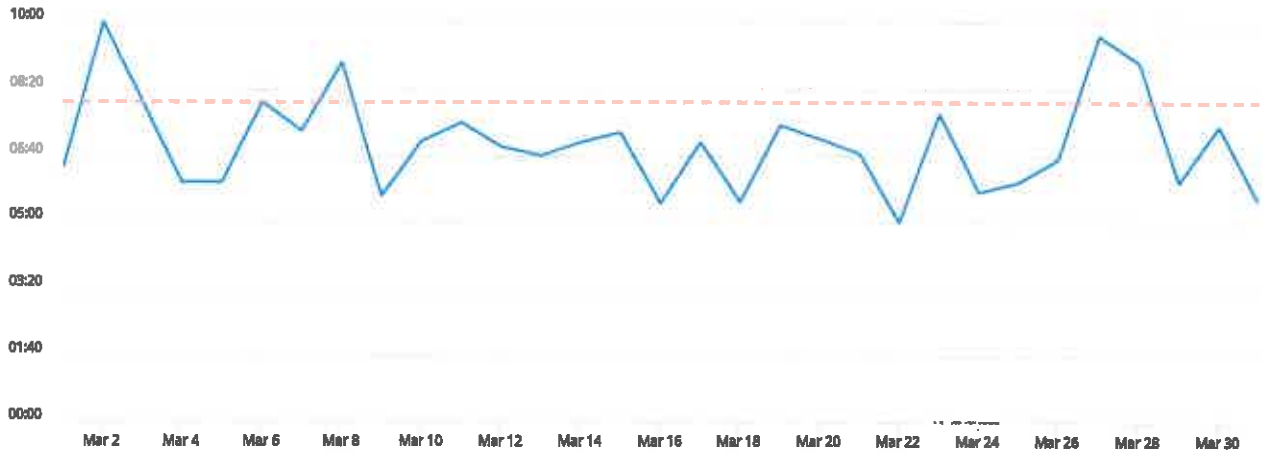
OF RESPONSES
Response Time < 08:00

31

DAYS
In Selected Time Slice

203

UNIT RESPONSES
In Selected Time Slice



Counts

% Rows

% Columns

All

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	Total
00:00 - 04:59		2.46%	2.96%	5.42%	6.4%									17.24%
05:00 - 07:59	3.45%	5.42%	11.82%	12.32%	14.29%									47.29%
08:00 - 08:59	0.99%	1.97%	4.43%	2.46%	4.43%									14.29%
09:00 - 09:59		1.48%	1.48%	1.48%	1.97%									6.4%
10:00 - 11:59	0.49%	2.46%	1.48%	0.99%	2.96%									8.37%
12:00 - 14:59	0.49%	1.97%	1.48%	0.49%										4.43%
15:00 - 16:59					1.48%									1.46%
17:00 - 17:59				0.49%										0.49%
18:00 - 19:59														
20:00 - 29:59														
30:00 - 59:59														
Total	5.42%	15.76%	23.65%	23.65%	31.53%									100%
Exceptions														0%

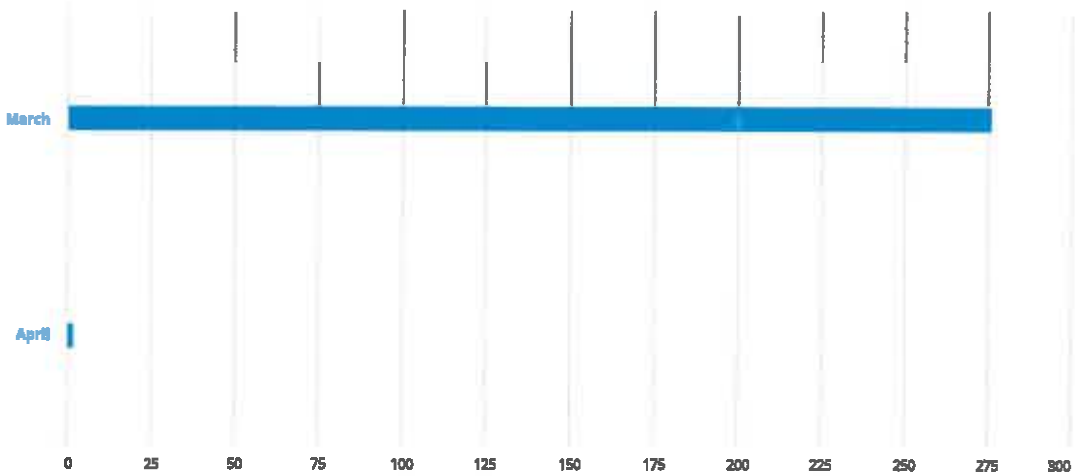
Previous Month ▾ Mar 1, 2024 - Mar 31, 2024 ▾

73%
TRANSPORTS
Percentage of Patient Encounters

20%
NON TRANSPORTS
Percentage of Patient Encounters

5%
OTHER DISPOSITIONS
Percentage of Patient Encounters

278
RECORDS
In Selected Time Slice



31
DAYS
In Selected Time Slice

Counts % Rows % Columns % All

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	Total
March	17	44	64	62	89									276
April					2									2
Total	17	44	64	62	91									278



Previous Month ▾

Mar 1, 2024 - Mar 31, 2024 ▾

212

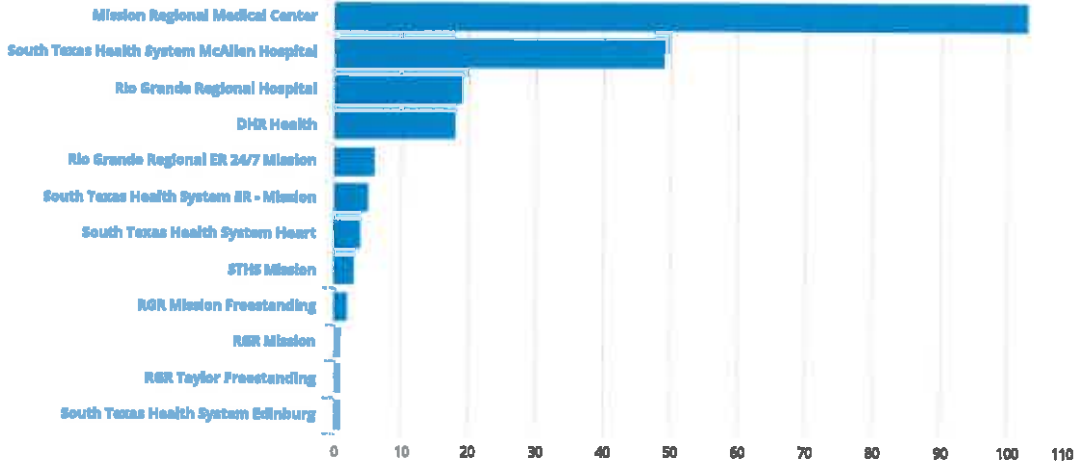
RECORDS

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	Total
DHR Health		1.42%	1.42%	1.42%	4.25%									8.49%
Mission Regional Medical Center	4.25%	5.19%	13.21%	12.74%	13.21%									48.58%
RGR Mission			0.47%											0.47%
RGR Mission Freestanding				0.47%	0.47%									0.94%
RGR Taylor Freestanding					0.47%									0.47%
Rio Grande Regional ER 24/7 Mission		0.94%	0.47%	0.94%	0.47%									2.83%
Rio Grande Regional Hospital	0.47%	2.36%	0.47%	2.83%	2.83%									8.96%
STHS Mission		0.94%		0.47%										1.42%
South Texas Health System ER - Mission		0.47%		0.47%	1.42%									2.36%
South Texas Health System Edinburg					0.47%									0.47%
South Texas Health System Heart			1.42%	0.47%										1.89%
South Texas Health System McAllen Hospital		4.72%	6.6%	4.25%	7.55%									23.11%
Total	4.72%	16.04%	24.06%	24.06%	31.13%									100%



Previous Month ▾ Mar 1, 2024 - Mar 31, 2024 ▾

Counts	Rows	% Columns	% All											
Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	Total
Abdominal Pain		1.09%	1.45%	1.82%	2.18%									6.55%
Acute Pain, not elsewhere classified				0.36%										0.36%
Acute Respiratory Distress (Dyspnea)		1.09%	1.45%	0.73%	1.09%									4.36%
Alcohol use					0.36%									0.36%
Allergic Reaction			0.73%											0.73%
Altered Mental Status		0.73%	0.73%	0.73%	1.09%									3.27%
Anxiety reaction/Emot... upset	0.36%		0.73%	0.73%	0.73%									2.55%
Asthma				0.36%										0.36%
Back Pain	0.36%	1.09%	1.82%	0.73%	4%									8%
Cardiac arrest			0.36%	0.73%										1.09%
Cardiac arrhythmia/dy...			0.36%											0.36%
Chest Pain / Discomfort	0.36%	0.36%	1.09%	0.73%										2.55%
Chest Pain, Other (Non-Cardiac)			0.36%	0.36%	0.36%									1.09%
Confusion/De...				0.36%										0.36%
Congestive heart failure (CHF)			0.36%											0.36%
Convulsions	0.36%													0.36%
Dehydration				0.73%										0.73%
Diabetic Hypoglycemia			0.36%		0.36%									0.73%
Dizziness		0.36%			1.09%									1.45%
Ear problem		0.36%												0.36%
Extremity Pain		1.45%	1.09%	0.73%	1.09%									4.36%
Eye Injury					0.36%									0.36%
Fatigue					0.36%									0.36%
Fever	0.36%		0.36%	1.09%	0.73%									2.55%
Generalized Weakness	1.09%	2.18%	1.82%	2.55%	2.55%									10.18%

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	T
Headache			0.36%		0.36%									0.73%
Hypertension			0.36%	0.36%	0.36%									1.09%
Hypotension					0.36%									0.36%
Injury	1.82%	2.55%	4.36%	2.18%	4.36%									15.27%
Laceration/Ab... (minor surface trauma)		0.36%			0.73%									1.09%
Malaise			0.36%											0.36%
Medical device failure					0.36%									0.36%
Multiple injuries					0.36%									0.36%
No Complaints or Injury/Illness Noted	1.45%	2.91%	2.18%	2.55%	4.36%									13.45%
Overdose - Unspecified					0.36%									0.36%
Pain (Non-Traumatic)				0.73%	0.73%									1.45%
Patient assist only					0.36%									0.36%
Pelvic and Perineal Pain		0.36%	0.36%											0.73%
Poisoning / Drug Ingestion				0.73%										0.73%
Pregnancy related conditions					0.36%									0.36%
Respiratory disorder		0.36%		0.36%	0.36%									1.09%
Respiratory Failure				0.36%										0.36%
Seizures with status epilepticus		0.36%		0.36%	1.09%									1.82%
Sepsis/Septice..			0.36%											0.36%
Smoke Inhalation				0.36%										0.36%
Stroke			0.36%											0.36%
Substance abuse			0.36%											0.36%
Suicidal ideation					0.36%									0.36%
Syncope / Fainting			1.09%	0.36%	0.36%									1.82%
Unconscious			0.36%	0.73%										1.09%
Urinary system disorder				0.36%	0.36%									0.73%
Vomiting				0.36%										0.36%
Total	6.18%	15.64%	23.64%	22.55%	32%									100%

Item 9.

Executive Summary for 216 - Mission



	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Grand Total
Gross Charges	\$142,800	\$85,895	\$124,960	\$105,322	\$207,260	\$381,113	\$1,047,340
Cash Collections	(\$40,404)	(\$15,034)	(\$37,981)	(\$31,480)	(\$27,963)	(\$8,704)	(\$161,565)
Gross Charge per Trip	\$1,373	\$1,363	\$1,358	\$1,549	\$1,818	\$1,798	\$1,604
Cash/Txp (CPT)	\$388	\$239	\$413	\$463	\$245	\$41	\$247
Payer Mix							
Insurance	11.5%	17.5%	20.7%	16.2%	10.5%	5.2%	11.6%
Medical	18.3%	14.3%	12.0%	16.2%	18.4%	1.4%	11.3%
Medicare	40.4%	52.4%	40.2%	57.4%	39.5%	23.1%	37.5%
Private Pay	20.2%	15.9%	22.8%	23.5%	27.2%	5.2%	16.8%
Govt Misc	1.0%	1.6%	0.0%	1.5%	1.8%	0.5%	0.9%
Payer Research	9.6%	0.0%	4.3%	0.0%	4.4%	65.1%	22.7%
Level of Service							
ALS Non-Emergency	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
ALS Emergency	76.9%	71.4%	65.2%	77.9%	71.9%	75.9%	73.7%
ALS-2	0.0%	4.8%	4.3%	4.4%	3.5%	1.4%	2.6%
BLS Non-Emergency	0.0%	0.0%	0.0%	0.0%	0.0%	0.9%	0.3%
BLS Emergency	23.1%	23.8%	30.4%	17.6%	24.6%	21.7%	23.4%
SCT A0429	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Facility Base	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Level of Service Volume							
Total Service Volume	104	63	92	68	114	212	653
ALS Non-Emergency TXP	0	0	0	0	0	0	0
ALS Emergency TXP	80	45	60	53	82	161	481
ALS-2 Emergency TXP	0	3	4	3	4	3	17
BLS Non-Emergency TXP	0	0	0	0	0	2	2
BLS Emergency TXP	24	15	28	12	28	46	153
Sct A0429 TXP	0	0	0	0	0	0	0
Service Others Cnt	0	0	0	0	0	0	0
Facility Base TXP	0	0	0	0	0	0	0
Ground Mileage	506	354	453	457	669	1,180	3,619

Balance Report for 216 - Mission - March 2024



Undefined	
Charge Adjustments	\$21,993.19
Charges in Period	\$359,120.00
Credits	(\$65,739.81)
Total AR Change for Undefined	\$315,373.38
Mission	
AR Previous Balance for Mission	\$630,225.50
Charge Adjustments	\$21,993.19
Charges in Period	\$359,120.00
Credits	(\$65,739.81)
Mission - 202403	\$315,373.38
Total Balance Forward for Mission	\$945,598.88

MISSION HISTORICAL MUSEUM

Departmental Report March 2024

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



PERFORMANCE INDICATORS:

FY 2023-2024						
Performance Indicators	October	November	December	January	February	March
General Attendance	62	70	55	189	123	73
Programs	1,350	0	65	65	63	0
Tours	0	6	0	0	0	0
Social Media	19,420	1166	8,378	13,600	5,700	1,500
Outreach	0	90	0	0	255	870
Meetings Hosted	0	0	0	0	0	0
Total:	20,832	1,332	8,498	13,854	6,141	2,443

(# of people served March 1– March 31)

Public and Educational Programs/Events

Past Programs/Events:

- March 7th Bryan Career Day
- March Spring Break Scavenger Hunt
- March PVC: Community Volunteer Project
- March Staycation: participation

Upcoming Programs/Events:

- April 12th MHS Student Art Show (private event)
- May 3rd School Tour

Other Items:

- Ongoing History of Mission Loteria /possible work with chamber
- Completed TAMMIE award submission (Won!!!)
- Ongoing Permanent Annex Exhibit development
- Ongoing Development of Book Review Program
- Ongoing TML submission discussion
- April BINGO report/Operator renewal

Mission Event Center Event Revenue Ledger

03/01/2024 - 03/31/2024

Event - Name	Date	Room Rental Charges	Alcoholic Beverage Charges	Other Charges (equipment, PD, kitchen fee)	Refundable Damage Deposit	Event GRAND Total	Adjustments and Discounts	Payments Received	Balance Due
Coastal Conservation Association Gala	03/01/2024	\$2,850.00	\$15,599.00	\$375.00	\$500.00	\$19,324.00	\$0.00	\$19,324.00	\$0.00
Arias & Falcon Wedding	03/02/2024	\$2,200.00	\$519.00	\$375.00	\$500.00	\$3,594.00	\$0.00	\$3,594.00	\$0.00
HEB 2023 Women of Distinction	03/05/2024	\$2,000.00	\$0.00	\$725.00	\$500.00	\$3,225.00	\$0.00	\$3,225.00	\$0.00
Mission CISD Academic Excellence Awards	03/05/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,600.00)	\$0.00	\$0.00
Hispanic Chamber of Commerce Women of Distinction	03/06/2024	\$2,500.00	\$2,179.00	\$725.00	\$500.00	\$5,904.00	\$0.00	\$5,904.00	\$0.00
STS Training Seminar	03/09/2024	\$2,500.00	\$0.00	\$375.00	\$500.00	\$3,375.00	\$0.00	\$3,375.00	\$0.00
UMOS In-Service	03/10/2024	\$9,300.00	\$983.00	\$750.00	\$500.00	\$11,533.00	\$0.00	\$11,533.00	\$0.00
Alcoholic Anonymous	03/15/2024	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	(\$3,000.00)	\$2,500.00	\$0.00
City of Mission De-Escalation Training	03/18/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,250.00)	\$0.00	\$0.00
City of Mission TML Supervisor Academy	03/19/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,500.00)	\$0.00	\$0.00
Builders First Fish Fry	03/21/2024	\$2,500.00	\$0.00	\$375.00	\$500.00	\$3,375.00	\$0.00	\$3,375.00	\$0.00
Make a Wish Foundation	03/22/2024	\$5,300.00	\$15,752.00	\$1,275.00	\$500.00	\$22,827.00	\$0.00	\$3,762.50	\$19,064.50
Congregacion West McAllen	03/24/2024	\$1,500.00	\$0.00	\$350.00	\$500.00	\$2,350.00	\$0.00	\$2,350.00	\$0.00
City of Mission Police Department Graduation Ceremony	03/27/2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,225.00)	\$0.00	\$0.00
TOTAL		\$33,150.00	\$35,032.00	\$5,325.00	\$4,800.00	\$78,007.00	(\$11,575.00)	\$56,942.50	\$19,064.50

Risk Management Departmental Monthly Report – March 2024

General Liability Claims

There were 5 liability claims filed against the City during the month of March.

Law Enforcement Liability Claims

There were 0 law enforcement liability claims filed against the City during the month of March.

Auto Liability Claims

There were 2 auto liability claims filed against the City during the month of March.

City Property Claims

There was 1 property claim for the city during the month of March.

Worker's Comp

There have been 7 Workers' Compensation claims filed during the month of March.

- 5 were a Civil Service Employee.
- 2 were Non-Civil Service Employees.

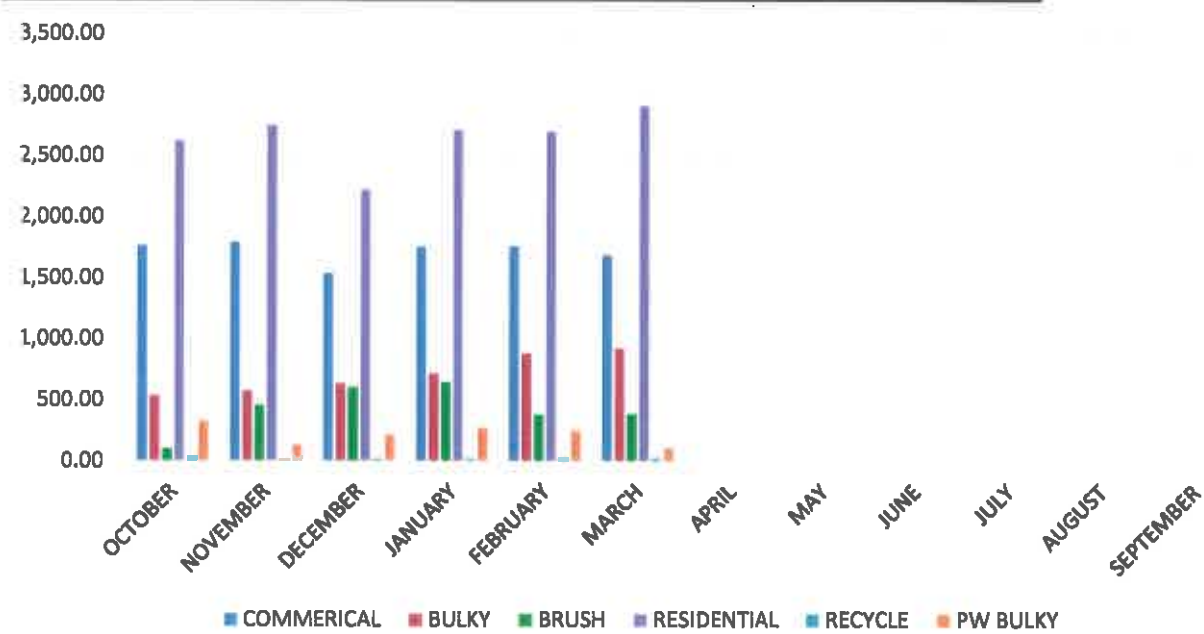
As of March 31st, we have 3 employees out on injury leave and 1 employee on Light/Modified Duty.

SANITATION DEPARTMENT

For the month of March, the City of Mission Sanitation Department disposed of a combined **5936.27** tons of trash/bulky items. In addition, a total of **4676.00** cubic yards of brush was collected at our sanitation landfill.

Month	TONS RESIDENTIAL	CUBIC YARDS BRUSH	TONS BULKY	TONS COMMERCIAL	TONS BRUSH	TONS RECYCLE	TONS PW BULKY
OCTOBER	2,630.89	7,952.00	541.01	1,770.93	107.35	39.12	336.86
NOVEMBER	2,756.31	7224.00	580.63	1797.15	462.59	16.47	137.01
DECEMBER	2,229.85	5964.00	642.14	1543.28	610.16	23.65	221.90
JANUARY	2,719.18	4172.00	726.11	1763.99	652.2	25.26	280.81
FEBRUARY	2,707.38	4928.00	887.67	1765.87	388.02	26.58	258.68
MARCH	2918.29	4676.00	929.59	1695.02	393.37	29.15	117.59
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
Total	15961.9	34916	4307.15	10336.24	2613.7	160.23	1,352.85

2023 - 2024 SANITATION PICK UP (TONS)



MISSION MUNICIPAL COURT

Item 9.

Mar-24

FY-T-D COMPARISON

	2024	2023		2024	2023
FEEES & FINES TOTAL	\$822,017.53	\$914,393.79	FEEES & FINES TOTAL	\$181,787.70	\$196,580.50
LOCAL FINES	\$273,153.55	\$312,417.03	LOCAL FINES	\$58,790.98	\$77,609.47
LOCAL COSTS AND FEES	\$65,248.16	\$66,809.12	LOCAL COSTS AND FEES	\$15,222.02	\$13,028.60
COLLECTIONS FOR STATE	\$483,615.82	\$535,157.64	COLLECTIONS FOR STATE	\$107,774.70	\$105,942.43
TOTAL COLLECTIONS	\$822,017.53	\$914,383.79	TOTAL COLLECTIONS	\$181,787.70	\$196,580.50

VIOLATIONS

STATE LAW	3323	2921	TOTAL VIOLATIONS	1231	1149
TRAFFIC	3644	3878	CASES:		
PARKING	19	19	TOTAL PAID	797	1156
CITY ORDINANCE	256	278	OTHER COMPLETED	605	343
EDUACATION CODE	39	9			
TOTAL	7281	7105			

CASES:

TOTAL PAID	3702	4368	ISSUED	1175	1340
OTHER COMPLETED	1744	1650	CLEARED	1555	1317
TOTAL	5446	6008			

WARRANTS:

ISSUED		
STATE LAW	3874	4595
TRAFFIC	2581	3321
PARKING	12	11
CITY ORDINANCE	117	164
EDUCATION CODE	6	9
TOTAL	6590	8100

CLEARED

STATE LAW	3768	4177
TRAFFIC	2613	2969
PARKING	10	9
CITY ORDINANCE	138	248
EDUCATION CODE	24	24
TOTAL	6553	7427

A Total of 50 Juvenile Cases were filed.
1473 community service hours were granted.

**HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
JANUARY 2024**

PERSONNEL								Monthly Totals	YTD Totals
Number of Employees, Volunteers, and Others	Hired	Transferred	Reported	Dismissed	Retired	Decreased	OTB		
Regular Full-Time (772 budgeted slots for fiscal year)	8		12	1				718	759
Regular Part-Time (50 budgeted slots for fiscal year)	0		0					50	52
Temporary Full-Time								0	0
Temporary Part-Time								2	2
	46		33	4	8			770	813
Reserve Police Officers								11	11
Volunteer Firefighters								26	26
Texas Workforce Solutions/Work Experience								0	0
AARP Participants							2	12	13
Community Service - Processed								0	0
Volunteers							7	237	290
							9	286	340
Staffing									
Request for Positions Processed								17	82
Positions Advertised								36	115
Application for Employment Processed								337	1027
Volunteer Applications Processed								9	47
Interviews Processed								27	97
Job Offers Processed								8	46
New Hire Enrollments Processed								8	46
Pre-Employment Screenings									
Driver License Checks (MVR)								6	40
Mission Police/Mission Municipal Court Record Check								6	39
Hidalgo County Courthouse								6	39
Criminal History Background/Sex Offender Check (DPS)								15	86
Drug Testing, Physical and Pre-placement Screening								8	46
PERSONNEL, con't									
Human Resources Department Visitors:									
Employees, Citizens, Vendors/Representatives Assisted								302	1017
Exit Interviews Conducted:									
Employee Exit Interview								6	19
Supervisor Exit Interview								11	16
Family and Medical Leave Act (FMLA) Forms Processed:									
FMLA Requests								8	33
-- Employee's Serious Health Condition								4	18
-- Family Member's Serious Health Condition								3	14
-- Birth of a Child								1	1
-- Military Family Leave								0	0
-- Injury or Illness of Covered Servicemember								0	0
FMLA Approvals								8	30
FMLA Denials/Withdrawals								0	2
FMLA Return-to-Work								4	20
Employees out on FMLA								16	42
Forms Processed									
Employee Change of Status Forms Processed								58	968
Employee Requests for Personnel Information Processed								10	17
Employee Disciplinary Forms Processed								6	20
Employment Verifications Processed								8	24
Unemployment Claims Processed								1	1
Public Information Requests Processed								9	17

**HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
JANUARY 2024**

PERSONNEL TRAINING SEMINARS							Training Seminars	Employees Attended
10/02/2023 - National Custodian Appreciation Day							1	32
10/05/2026 - Reasonable Suspicion							2	113
10/20/2023 - Live2Lead							1	32
11/29/2023 - Annual Supervisor's Seminar							1	20
Fiscal YTD Totals:							14	214
HEALTH & WELLNESS SEMINARS/EVENTS							Training Seminars	Employees Attended
10/04/2022 - Breast Cancer Awareness Luncheon							1	128
10/12/2023 - Airrosti - Is Sitting a Pain							1	3
10/24/2023 - Airrosti - Is Sitting a Pain							1	2
10/25/2023 - Health Fair Lab Work Consultations							1	75
10/26/2023 - Airrosti - Is Sitting a Pain							1	4
11/30/2023 - Health Fair Lab Work Consultations							1	25
01/08/2024 - It's Time Texas Community Challenge							1	
01/09/2024 - Walking Program							1	5
01/31/2024 - On-Site Annual Physicals							1	23
Fiscal YTD Totals:							9	265
EMPLOYEE RECOGNITION/EVENTS								Employees Attended
10/02/2023 - National Custodian Appreciation Day							1	32
10/14/2023 - Mission Pink Walk							1	25
10/16/2023 - BCA Door Decorating Contest - Winner: City Secretary							1	6
11/02/2023 - Veteran's Appreciation Luncheon							1	40
11/14/2023 - Employee Appreciation Luncheon							1	350
11/14/2023 - Employee Talent Show							1	20
11/15/2023 - Employee Turkey Distribution							1	750
11/30/2023 - No Shave November Contest							1	10
12/03/2023 - Service Awards Recognition							1	160
12/06/2023 - Pre-Retirement Seminar							1	40
Fiscal YTD Totals:							10	1433

**HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
FEBRUARY 2024**

PERSONNEL								Monthly Totals	YTD Totals
Number of Employees, Volunteers, and Others	01/24	02/24	03/24	04/24	05/24	06/24	07/24		
Regular Full-Time (72 budgeted slots for fiscal year)	10		8	1				719	768
Regular Part-Time (50 budgeted slots for fiscal year)	3		2					51	56
Temporary Full-Time								0	0
Temporary Part-Time								1	3
Fiscal YTD Totals	59		43	5	8			771	827
Reserve Police Officers								11	11
Volunteer Firefighters								25	26
Texas Workforce Solutions/Work Experience								0	0
AARP Participants							1	1	16
Volunteers							15	250	305
Fiscal YTD Totals							63	299	358
Staffing									
Request for Positions Processed								25	107
Positions Advertised								33	146
Application for Employment Processed								331	1358
Volunteer Applications Processed								16	63
Interviews Processed								72	178
Job Offers Processed								13	59
New Hire Enrollments Processed								13	59
Pre-Employment Screenings									
Driver License Checks (MVR)								13	50
Mission Police/Mission Municipal Court Record Check								13	50
Hidalgo County Courthouse								13	50
Criminal History Background / Sex Offender Check (DPS)								29	114
Drug Testing, Physical and Pre-placement Screening								13	50
PERSONNEL, con't									
Human Resources Department Visitors:									
Employees, Citizens Vendors/Representatives Assisted								220	1217
Exit Interviews Conducted:									
Employee Exit Interview								2	21
Supervisor Exit Interview								6	28
Family and Medical Leave Act (FMLA) Forms Processed:									
FMLA Requests								7	40
-- Employee's Serious Health Condition								3	21
-- Family Member's Serious Health Condition								4	18
-- Birth of a Child								0	1
-- Military Family Leave								0	0
-- Injury or Illness of Covered Servicemember								0	0
FMLA Approvals								5	35
FMLA Denials/Withdrawals								1	3
FMLA Return-to-Work								6	26
Employees out on FMLA								16	47
Forms Processed									
Employee Change of Status Forms Processed								50	1618
Employee Requests for Personnel Information Processed								13	29
Employee Discipline Forms Processed								11	31
Employment Verifications Processed								14	38
Unemployment Claims Processed								1	2
Public Information Requests Processed								9	26

HUMAN RESOURCES DEPARTMENT
MONTHLY REPORT
FEBRUARY 2024

PERSONNEL TRAINING SEMINARS										Training Seminars	Employees Attended
10/02/2023	- National Custodian Appreciation Day									1	32
10/03/2023	- Reasonable Suspicion									2	113
10/09/2023	- LiveLead									1	32
11/29/2023	- Annual Supervisor's Seminar									1	20
Fiscal YTD Totals:										14	223
HEALTH & WELLNESS SEMINARS/EVENTS										Training Seminars	Employees Attended
10/04/2022	- Breast Cancer Awareness Luncheon									1	128
10/12/2023	- Airrosti - Is Sitting a Pain									1	3
10/14/2023	- Airrosti - Is Sitting a Pain									0	2
10/25/2023	- Health Fair Lab Work Consultations									1	75
10/26/2023	- Airrosit - Is Sitting a Pain									1	4
11/30/2023	- Health Fair Lab Work Consultations									1	25
01/08/2024	- It's Time Texas Community Challenge									1	
01/09/2024	- Walking Program									1	5
01/31/2024	- On-Site Annual Physicals									1	23
02/14/2024	- Heartsaver CT Screening									1	13
02/15/2024	- Heartsaver CT Screening									1	13
02/15/2024	- Airrosit - No More Knee Pain									1	6
02/21/2024	- Health Heart Awareness Luncheon									1	60
02/27/2024	- Airrosti - No More Knee Pain									1	4
02/29/2024	- Airrosit - No More Knew Pain									1	6
Fiscal YTD Totals:										15	367
EMPLOYEE RECOGNITION/EVENTS											Employees Attended
10/02/2023	- National Custodian Appreciation Day									1	32
10/14/2023	- Mission Pink Walk									1	25
10/16/2023	- BCA Door Decorating Contest - Winner: City Secretary									1	6
11/02/2023	- Veteran's Appreciation Luncheon									1	40
11/14/2023	- Employee Appreciation Luncheon									1	300
11/14/2023	- Employee Talent Show									1	20
11/15/2023	- Employee Turkeys Distribution									1	750
11/30/2023	- No Shave November Contest									1	10
12/03/2023	- Service Awards Recognition									1	160
12/06/2023	- Pre-Retirement Seminar									1	30
02/03/2024	- Bike Riding									1	20
02/09/2024	- Volleyball Tournament									1	20
02/21/2024	- Bowling Tournament									1	70
02/29/2024	- Employee Appreciation Luncheon									1	400
Fiscal YTD Totals:										12	1473



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Rezoning: Lot 103, Ala Blanca Subdivision out of Unit #3, (R-1) Single Family Residential to (C-3) General Business, San Juana E. Casas & Yolanda Casas Luna, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On April 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is near the NW corner of Ala Blanca Avenue and Business Highway 83 (Loop 374). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *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 LOT 103, ALA BLANCA SUBDIVISION, (R-1) SINGLE
FAMILY RESIDENTIAL TO (C-3) GENERAL BUSINESS**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of April 17, 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, April 22, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

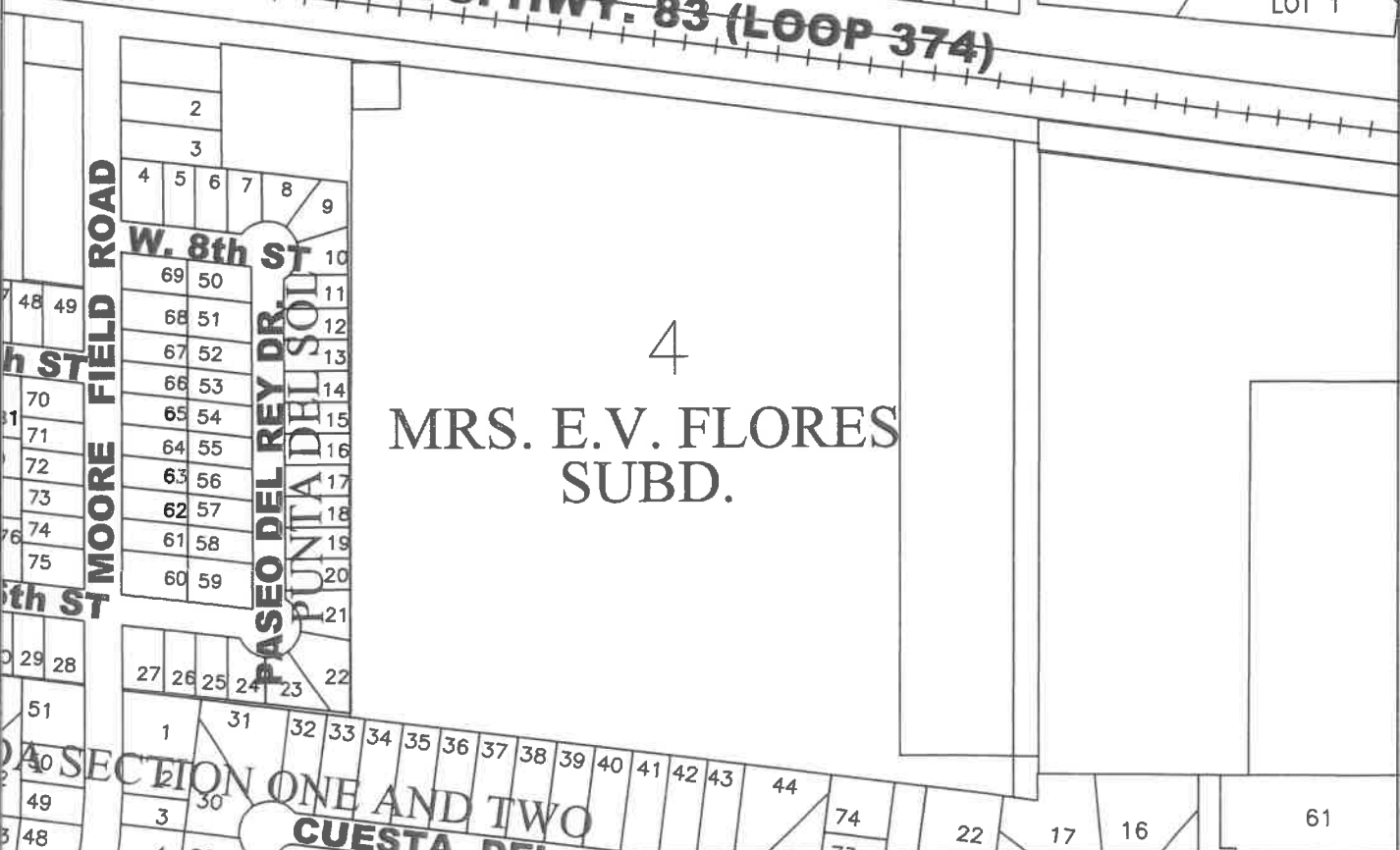
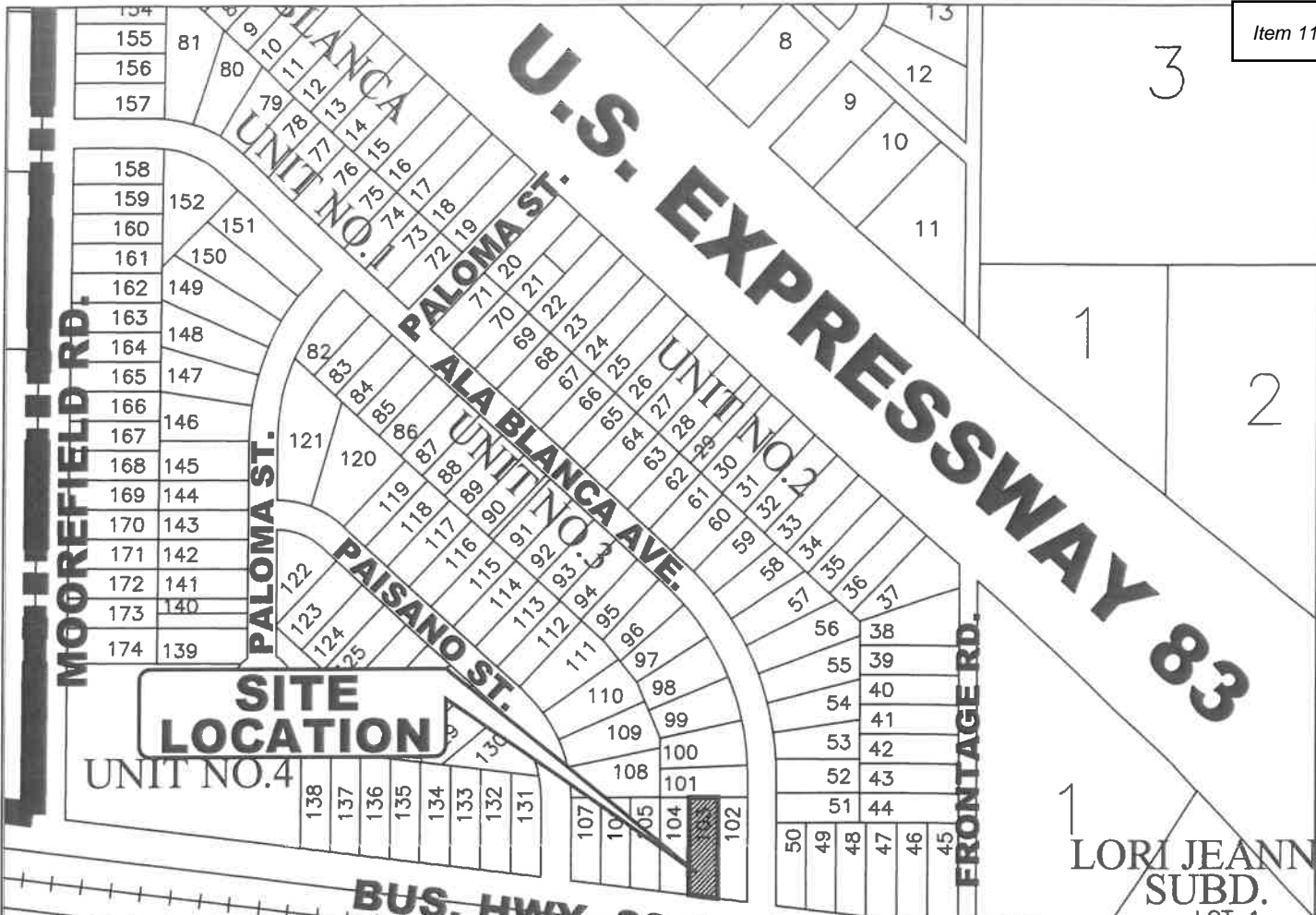
Legal Description	From	To
Lot 103, Ala Blanca Subdivision out of Unit #3	R-1	C-3

READ, CONSIDERED AND PASSED, this the 22nd day of April, 2024.

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

ITEM# 1.1

REZONING: Lot 103, Ala Blanca Subdivision out of Unit #3
R-1 to C-3
San Juana E. Casas & Yolanda Casas Luna

REVIEW DATA

The property is located near the NW corner of Ala Blanca Avenue and Business Highway 83 (Loop 374).

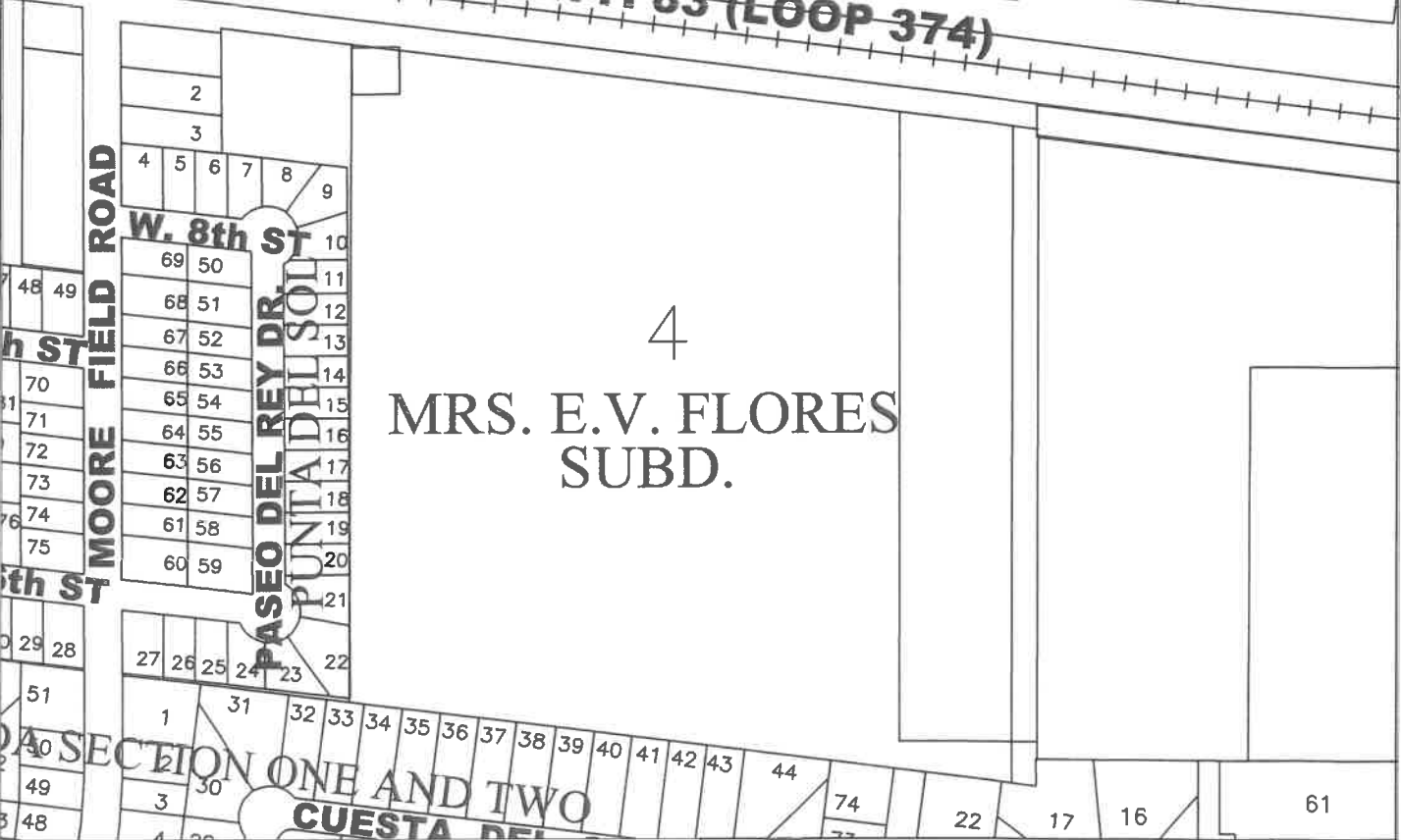
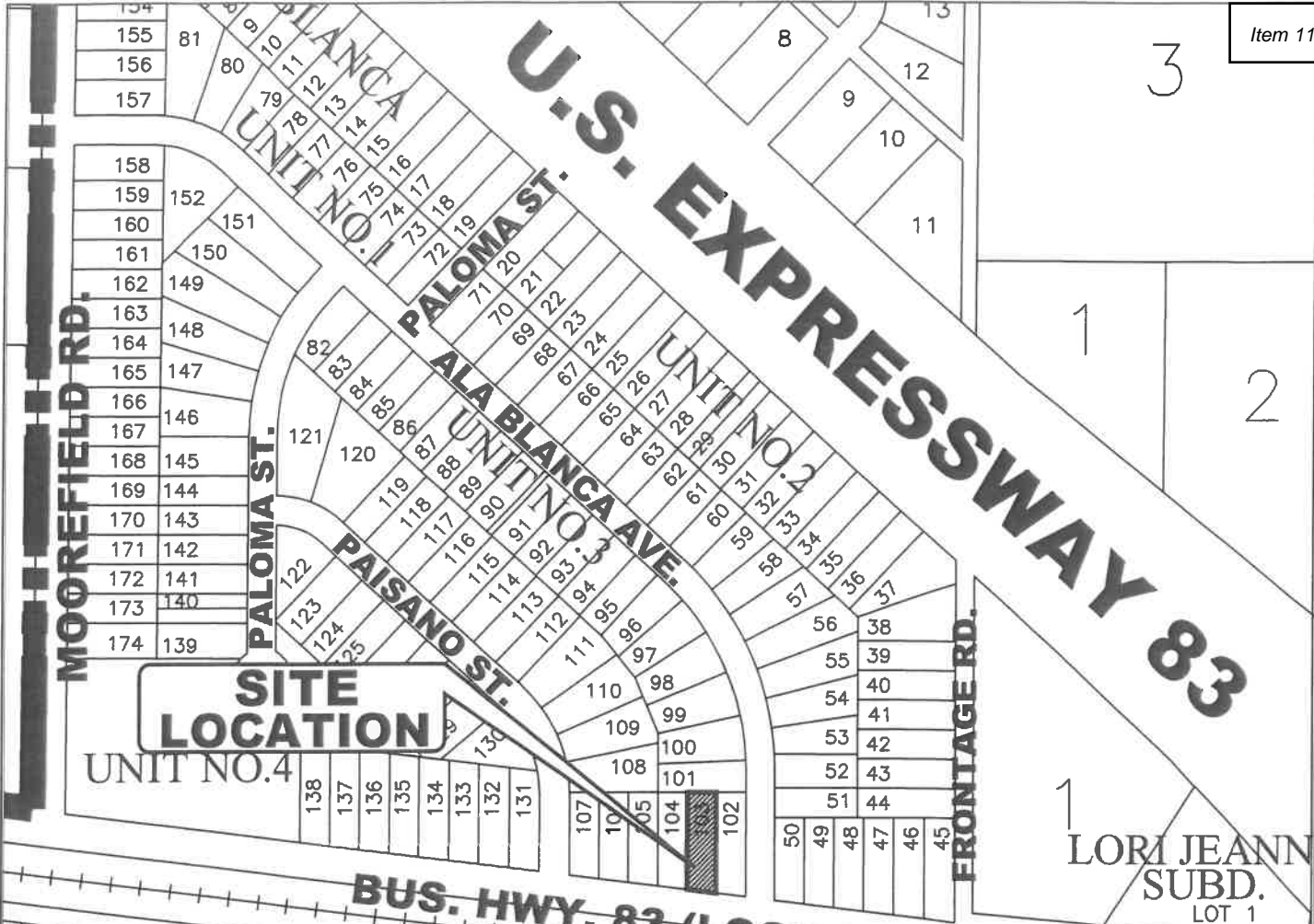
SURROUNDING ZONES: N: R-1 – Single Family Residential
E: C-3 – General Business
W: R-3 – Multi-Family Residential
S: AO-I – Agricultural Open Interim

EXISTING LAND USES: N: Residential
E: Commercial
W: Apartments
S: Acreage
Site: Residential

FLUM: General Commercial (GC)

REVIEW COMMENTS: The Future Land Use Map reflects a (GC) General Commercial land use, too; thus, C-3 was consistent to GC. With the widening of Business Highway 83, it seems that the C-3 proposal was a better land use at this location. Also, the C-3 proposal is consistent to area zonings and land uses along this arterial. Staff mailed 20 notices to property owners within a 200’ radius of the site to solicit comments in favor or against this request. As of the date of this write-up, staff has not received any comments.

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



A1600-02-000-0048-00 (109613)
VALDEZ VICENTE
403 E 29TH ST
MISSION TX 78574

A1600-02-000-0049-00 (109614)
SIFUENTES OSCAR & MARIA D
PO BOX 96
LOS EBANOS TX 78565

A1600-02-000-0050-00 (109615)
SIFUENTES OSCAR & MARIA D
PO BOX 96
LOS EBANOS TX 78565

A1600-03-000-0051-00 (109616)
ORTA GUADALUPE
900 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0052-00 (109617)
SANCHEZ MILAGROS MARTINEZ & LUZ VIDALUNA DIANA
902 ALA BLANCA
MISSION TX 78572

A1600-03-000-0053-00 (109618)
SANCHEZ MILAGROS MARTINEZ & LUZ VIDALUNA DIANA
904 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0054-00 (109619)
SAENZ BELEN AURORA A/K/A BELEN A
906 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0055-00 (109620)
GONZALEZ MARIA C
908 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0098-00 (109665)
RAMIREZ LUCIA
2401 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0099-00 (109666)
RAMIREZ LUCIA
2401 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0099-01 (109667)
FLORES HERNANDO E & AIDE J
905 ALA BLANCA AVE
MISSION TX 78572

A1600-03-000-0102-00 (109670)
GUTIERREZ DORA E
210 N MOOREFIELD RD
MISSION TX 78572

A1600-03-000-0103-00 (109671)
LUNA RICARDO
515 PAULA ST
MISSION TX 78574

A1600-03-000-0104-00 (109672)
HERNANDEZ RUBEN
2220 LAWNDAL RD
MISSION TX 78572

A1600-03-000-0105-00 (109673)
GONZALEZ JUANITA SAUCEDA
2300 KIM MARIE AVE
MISSION TX 78574

A1600-03-000-0106-00 (109674)
MATAMOROS GERARDO G & ADELFA G
2304 TREY LEAL
MISSION TX 78574

A1600-04-000-0108-00 (109676)
GARCIA MANUEL C & CARMEN H
2500 PAISANO ST
MISSION TX 78572

A1600-04-000-0109-00 (109677)
DE LA GARZA ADELA LLOYD
MARIA R DE LA GARZA
2502 PAISANO ST
MISSION TX 78572

A1600-04-000-0110-00 (109678)
BARBOSA JOSE ERNESTO HERNANDEZ
205 S MAYBERRY ST
MISSION TX 78572

F4350-00-000-0004-00 (175414)
AMERICANA LLC
6601 W EXPY 83
MISSION TX 78572



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: A 0.78 acre tract of land out of Lot 265, John H. Shary Subdivision, (AO-1) Agricultural Open Interim to (C-3) General Business, Guadalupe & Alberto Ramon, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On April 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately ¼ mile north of E. Griffin Parkway (FM 495) along the east side of Shary Road. There was public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *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 0.78 ACRE TRACT OF LAND OUT OF LOT 265, JOHN
H. SHARY SUBDIVISION, (AO-I) AGRICULTURAL OPEN INTERIM TO (C-3)
GENERAL BUSINESS**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of April 17, 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, April 22, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

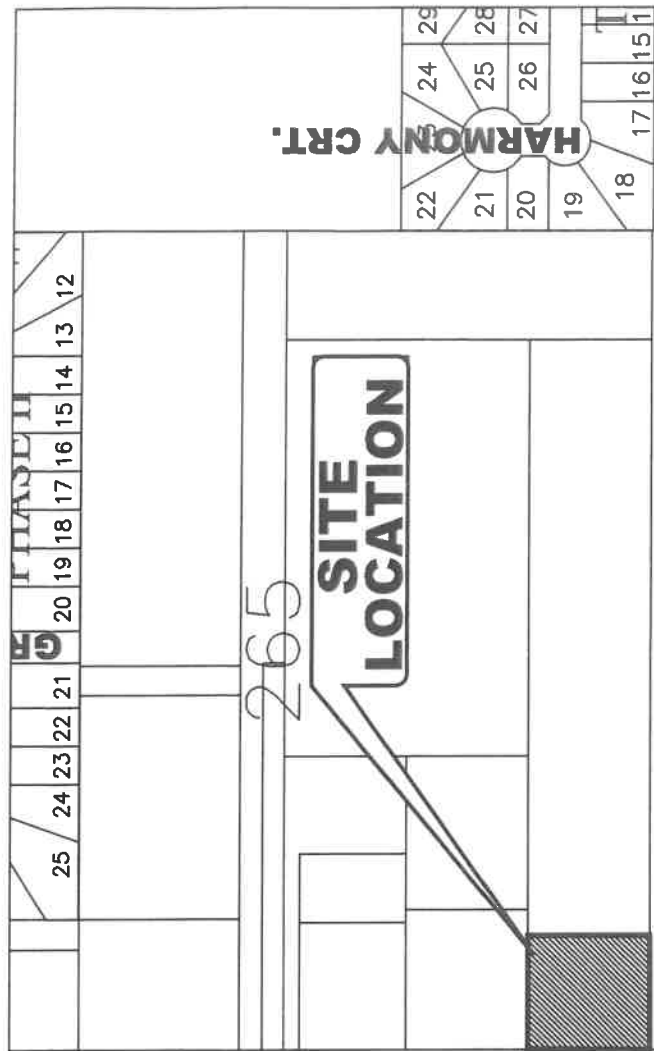
Legal Description	From	To
A 0.78 Acre tract of land out of Lot 265, John H. Shary Subdivision	AO-I	C-3

READ, CONSIDERED AND PASSED, this the 22nd day of April, 2024.

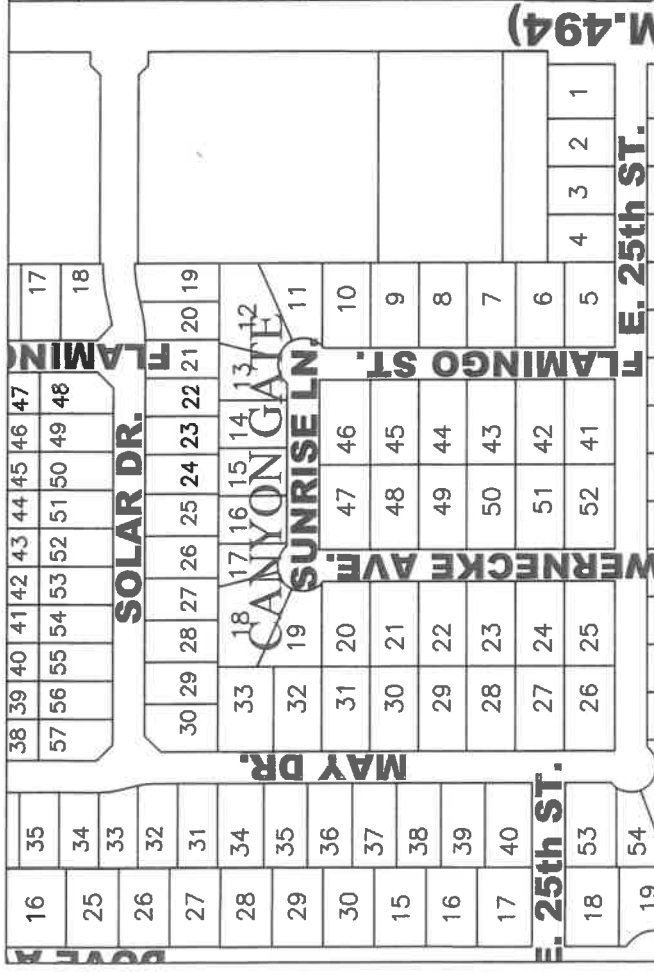
Norie Gonzalez Garza, Mayor

ATTEST:

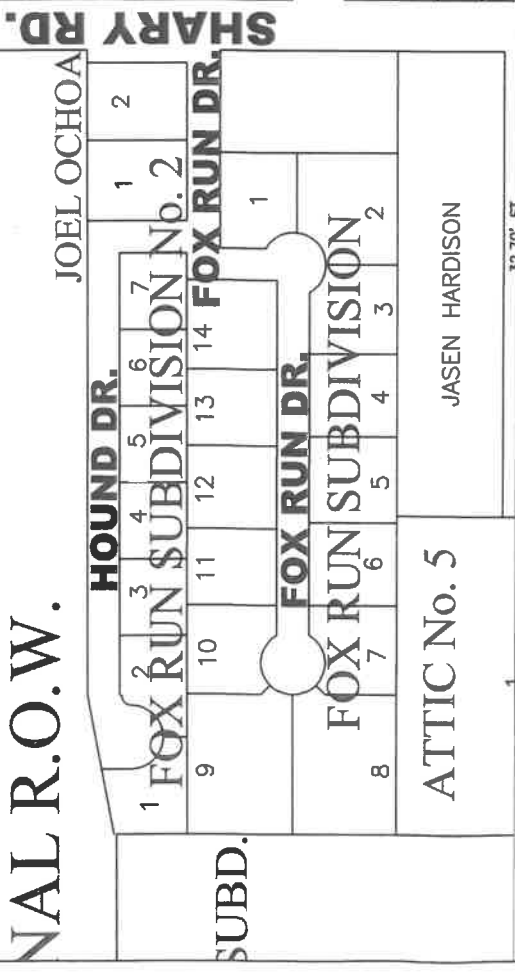
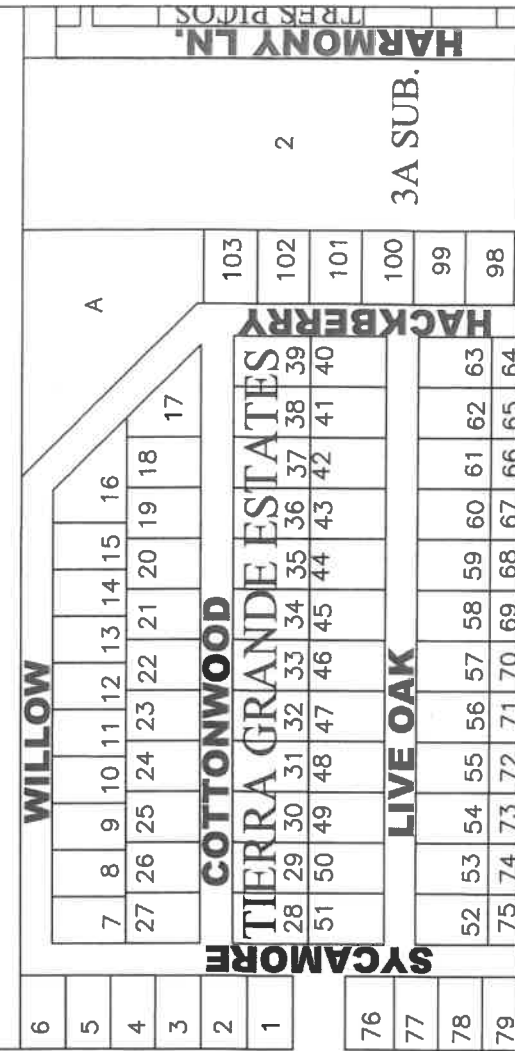
Anna Carrillo, City Secretary



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



SHARY RD. (F.M. 494)



Item 12.

No.

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

JOEL OCHOA

1 FOX RUN SUBDIVISION No. 2

2

1 FOX RUN DR.

1

FOX RUN SUBDIVISION

2

ATTIC No. 5

JASEN HARDISON

ITEM# 1.2

REZONING: A 0.78 acre tract of land out of Lot 265,
John H. Shary Subdivision
AO-I to C-3
Guadalupe & Alberto Ramon

REVIEW DATA

The site is located approximately ¼ mile north of E. Griffin Parkway (FM 495) along the east side of Shary Road – see vicinity map.

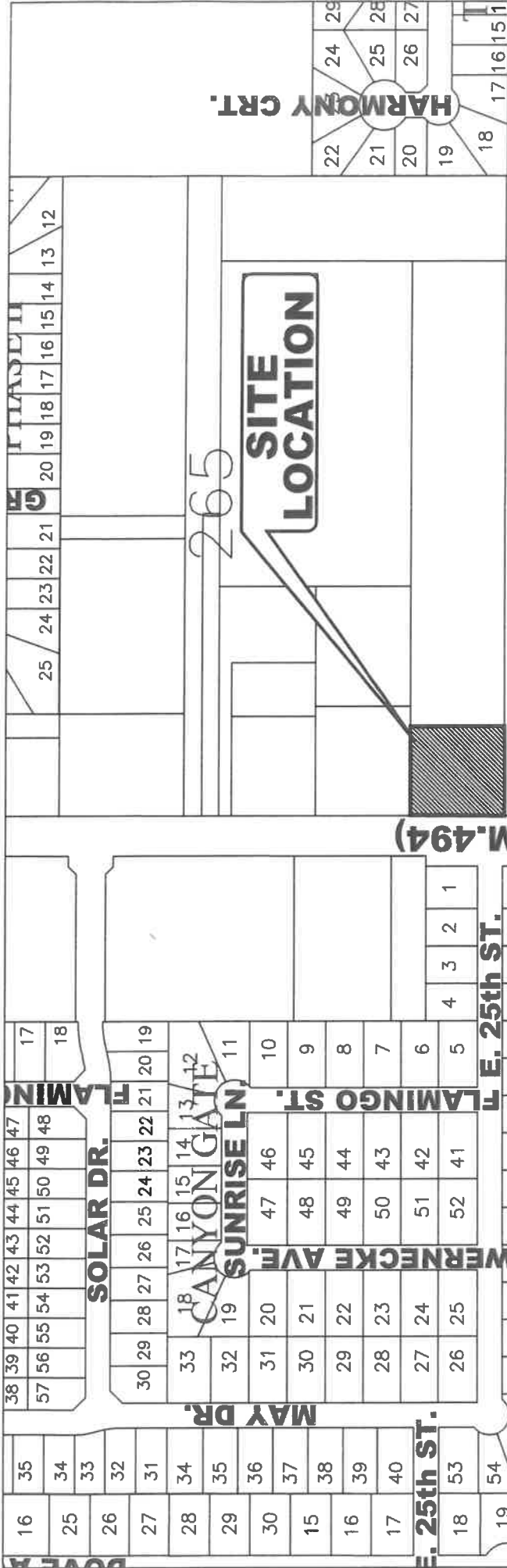
SURROUNDING ZONES: N: AO-I – Agricultural Open Interim
E: AO-I – Agricultural Open Interim
W: R-1 – Single Family Residential
S: AO-I – Agricultural Open Interim

EXISTING LAND USES: N: Residence
E: Vacant
W: Residence
S: Edinburg Main Canal ROW
Site: Residence

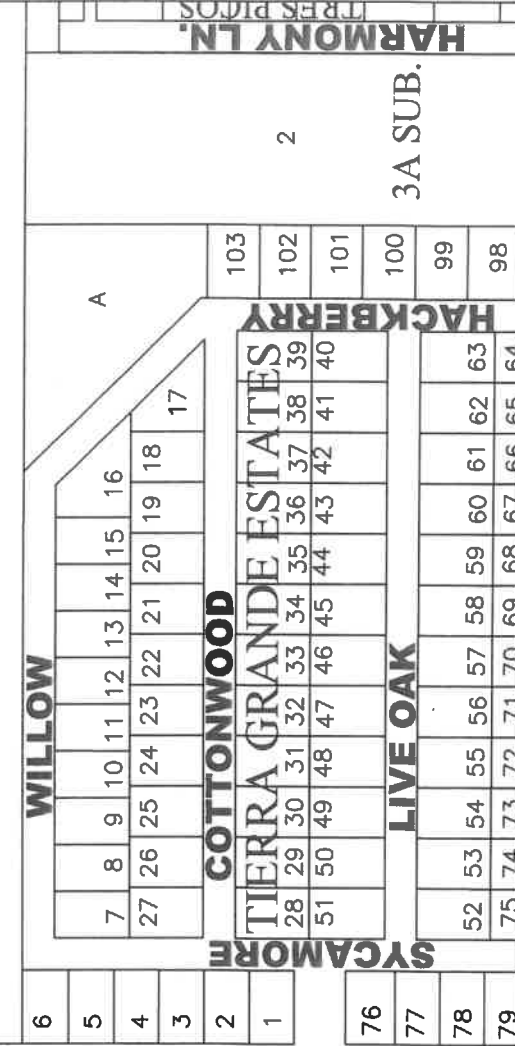
FLUM: Low Density Residential (LD)

REVIEW COMMENTS: Staff notes that the proposed zone does not comply with the City’s Future Land Use Map, however it complies with some of the surrounding land uses. The Future Land Use Map is a tool used by staff to determine what the City envisions in the area; however, it can be amended from time to time. The City Council has approved 3 commercial requests in the same area. Staff mailed out 21 notices to property owners within 200’ radius to get their input in regards to this request. As of this date, staff has not received any comments in favor or against this request.

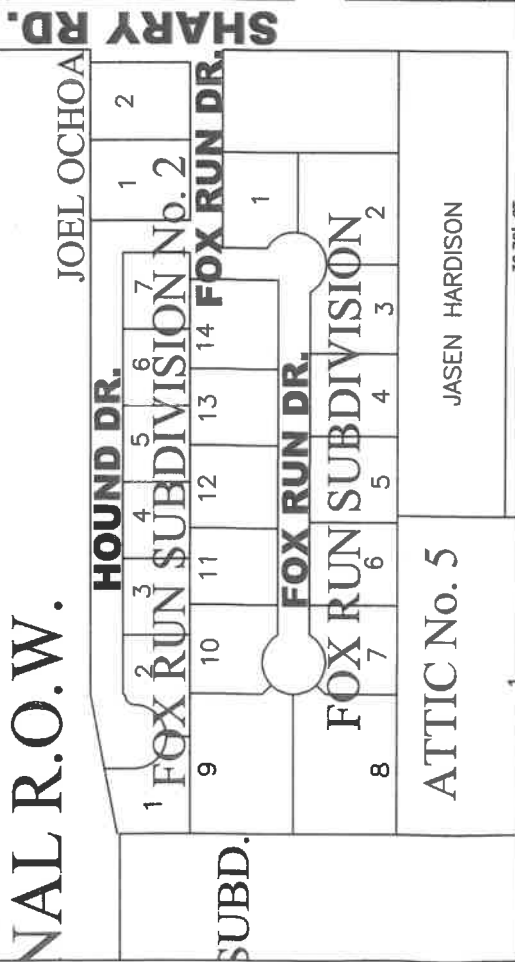
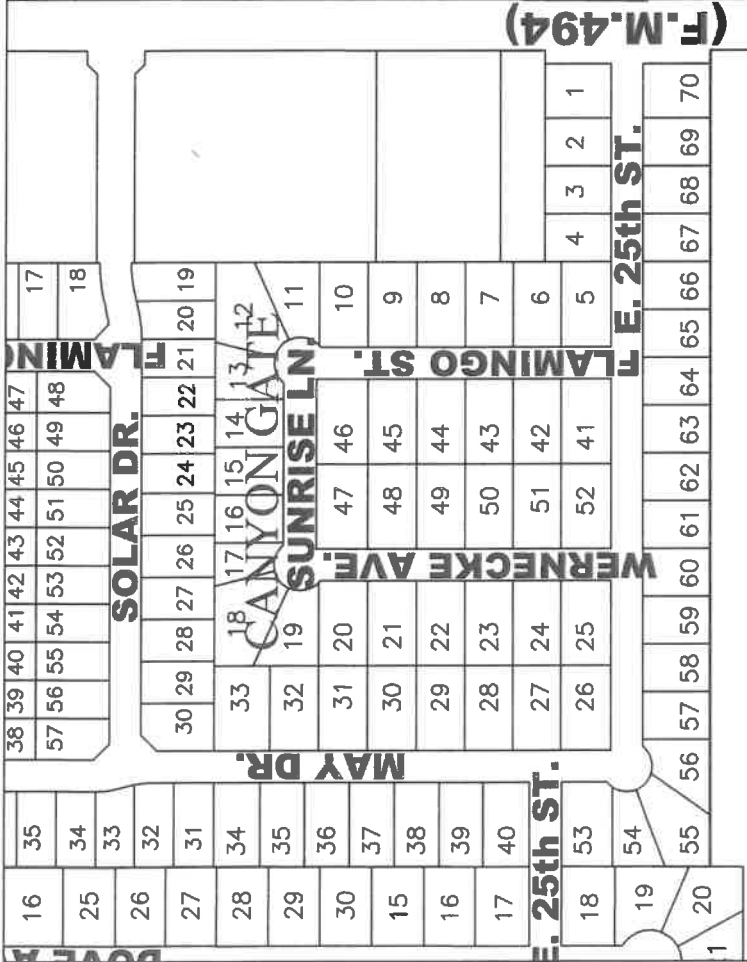
RECOMMENDATION: Staff recommends approval.



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



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



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



S2950-00-000-0255-00 (281290)
 HIDALGO CO WATER DIST #1
 PO BOX 870
 EDINBURG TX 78540

S2950-00-000-0264-02 (281335)
 ELI-GAR LTD
 2446 SAN ISIDRO PKWY
 LAREDO TX 78045

S2950-00-000-0264-07 (281337)
 COLLANTES JOANN & ALEXANDER OC
 2611 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-15 (281346)
 MARTINEZ RICARDO & PETRA
 2710 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-20 (281348)
 NANVA HARJAP S
 2700 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-23 (503650)
 JAMES MICHAEL V & MADELINE S
 308 N 11TH ST
 MCALLEN TX 78501

S2950-00-000-0265-25 (281349)
 SERIES 3-RENTALS
 A SERIES OF BENEFICIUM SERIES LLC
 PO BOX 1886
 MISSION TX 78573

S2950-00-000-0265-30 (281351)
 BENAVIDES ROMULO & YOLANDA L
 2608 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-35 (281353)
 RAMON ALBERT & GUADALUPE
 2606 N SHARY RD
 MISSION TX 78574

T5300-00-000-0006-00 (304335)
 LOPEZ JUAN ANTONIO & LAURA D
 2411 SYCAMORE AVE
 MISSION TX 78574

T5300-00-00A-0000-08 (304433)
 CITY OF MISSION
 1201 E 8TH ST
 MISSION TX 78572

C1310-00-000-0001-00 (683649)
 REYES CLAUDIA A AND GABRIEL ORTI
 2329 E 25TH ST
 MISSION TX 78574

C1310-00-000-0002-00 (683652)
 GARCIA JOSE E & BELINDA
 2327 E 25TH ST
 MISSION TX 78574

C1310-00-000-0069-00 (683719)
 PHAN JUSTINDAT M
 2328 E 25TH ST
 MISSION TX 78574

C1310-00-000-0070-00 (683720)
 TREVINO ALAN KALEB VILLARREAL
 111 S MOCKINGBIRD AVE
 MISSION TX 78572-2289

T1047-00-000-0018-00 (727254)
 CAVAZOS HUGO JAIR & MARGARITA G DE
 2500 E 25TH ST
 MISSION TX 78574

T1047-00-000-0019-00 (727255)
 ZUNIGA SAMUEL GARZA & TANYA MENARD
 2503 HARMONY CT
 MISSION TX 78572

T1047-00-000-0020-00 (727256)
 CONFIDENTIAL
 2505 HARMONY CT
 MISSION TX 78574

T1047-00-000-0021-00 (727257)
 CEPEDA ERIK & CLAUDIA
 2507 HARMONY CT
 MISSION TX 78574

T1047-00-000-0022-00 (727258)
 DAVILA MAGDALENA & RAMON E
 2509 HARMONY CT
 MISSION TX 78574

T1730-00-000-0001-00 (1473450)
 TERRABLAE LLC
 2605 N SHARY RD
 MISSION, TX 78574-3221



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Rezoning: A 4.06 acre tract of land out of Lot 265, John H. Shary Subdivision, (AO-1) Agricultural Open Interim to (R-1T) Townhouse Residential, Guadalupe & Alberto Ramon, and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On April 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located approximately ¼ mile north of E. Griffin Parkway (FM 495) along the east side of Shary Road. There was public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager's Recommendation: Approval *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 4.06 ACRE TRACT OF LAND OUT OF LOT 265, JOHN
H. SHARY SUBDIVISION (AO-I) AGRICULTURAL OPEN INTERIM TO (R-1T)
TOWNHOUSE RESIDENTIAL**

WHEREAS, the City Council of the City of Mission finds that during consideration of the rezoning request of April 17, 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 NOT be granted.

WHEREAS, The City Council of the City of Mission, held a public hearing at 4:30 p.m. Monday, April 22, 2024, in the Council Chambers of the City Hall to consider the following rezoning:

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

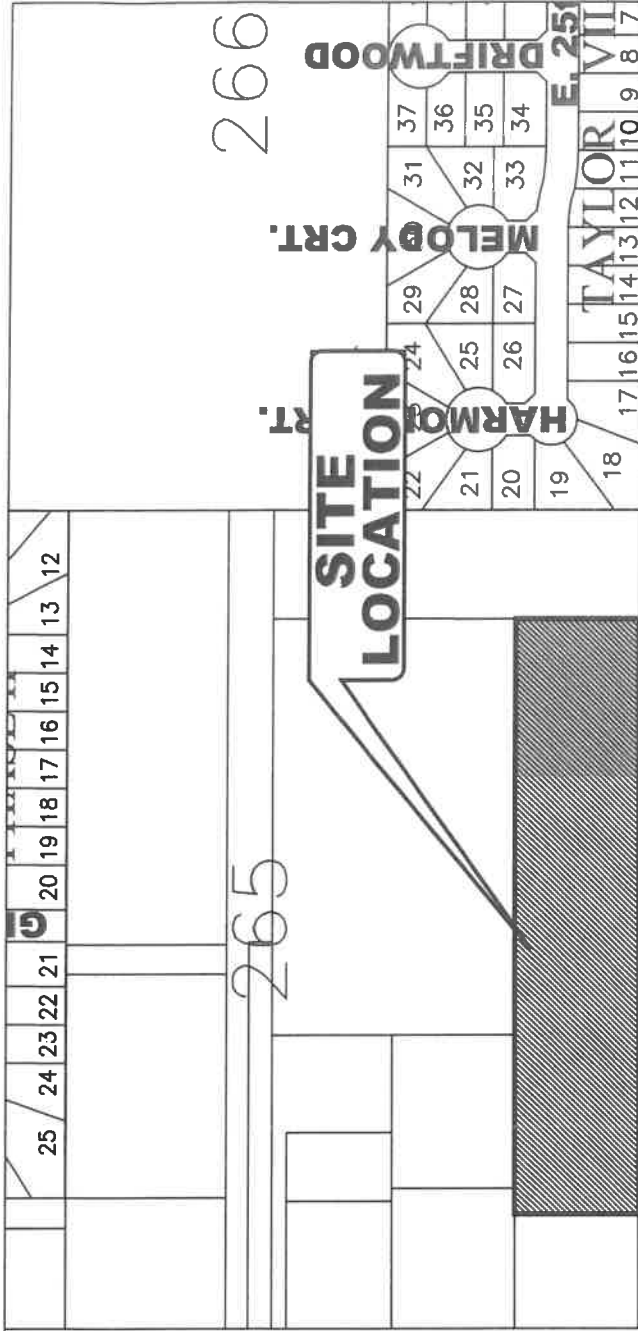
Legal Description	From	To
A 4.06 Acre tract of land out of Lot 265, John H. Shary Subdivision	AO-I	R-1T

READ, CONSIDERED AND PASSED, this the 22nd day of April, 2024.

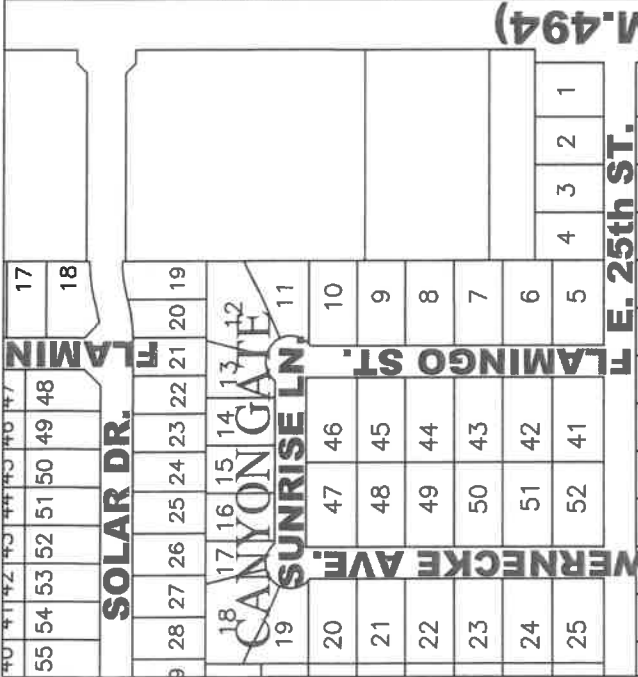
Norie Gonzalez Garza, Mayor

ATTEST:

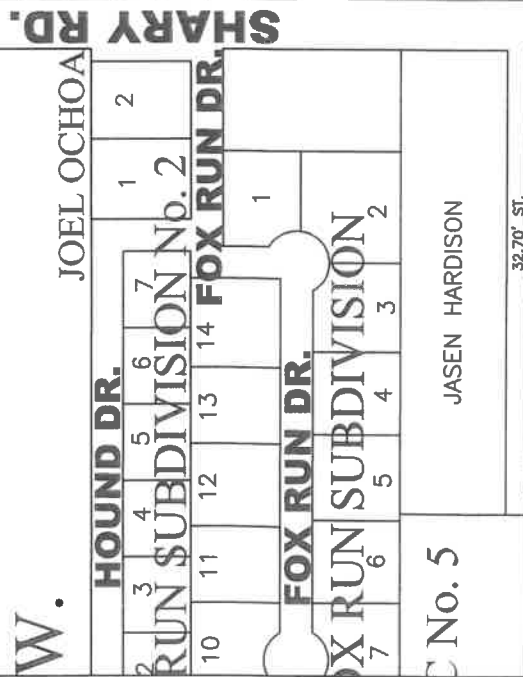
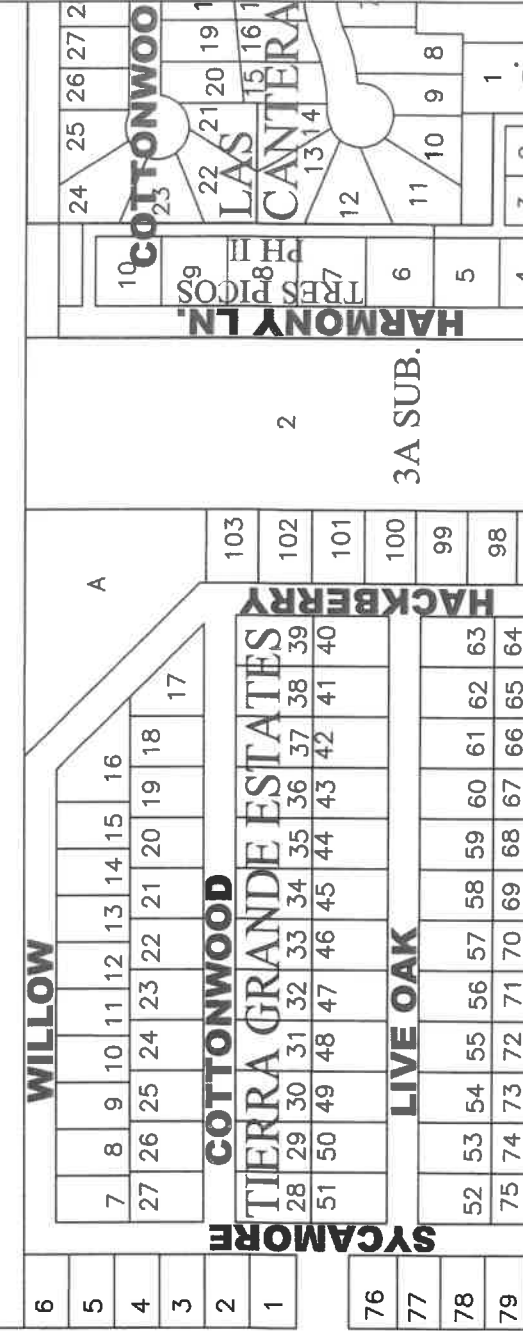
Anna Carrillo, City Secretary



200' H.C.I.D. No. 1 EDINBURG MAIN CAN



SHARY RD. (F.M. 494)



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



Item 13.

No.

ITEM# 1.3

REZONING: A 4.06 acre tract of land out of Lot 265,
John H. Shary Subdivision
AO-I to R-1T
Guadalupe & Alberto Ramon

REVIEW DATA

The site is located approximately ¼ mile north of E. Griffin Parkway (FM 495) along the east side of Shary Road – see vicinity map.

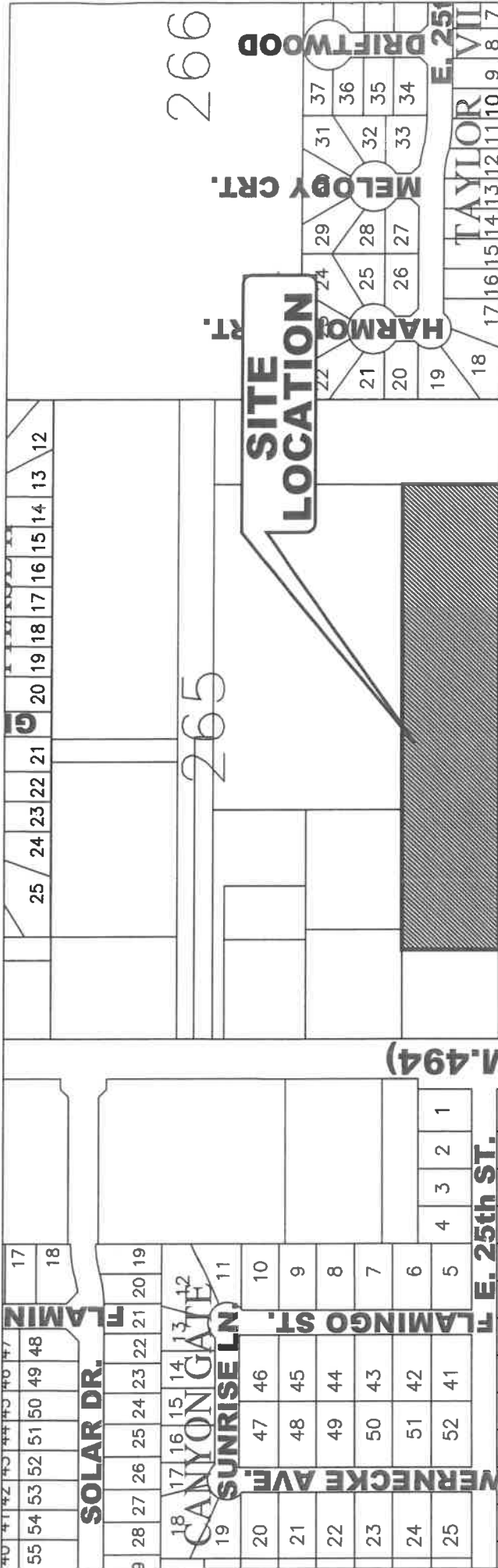
SURROUNDING ZONES: N: AO-I – Agricultural Open Interim
E: AO-I – Agricultural Open Interim
W: AO-I – Agricultural Open Interim
S: AO-I – Agricultural Open Interim

EXISTING LAND USES: N: Residence
E: Vacant
W: Residence
S: Edinburg Main Canal ROW
Site: Residence/Warehouse

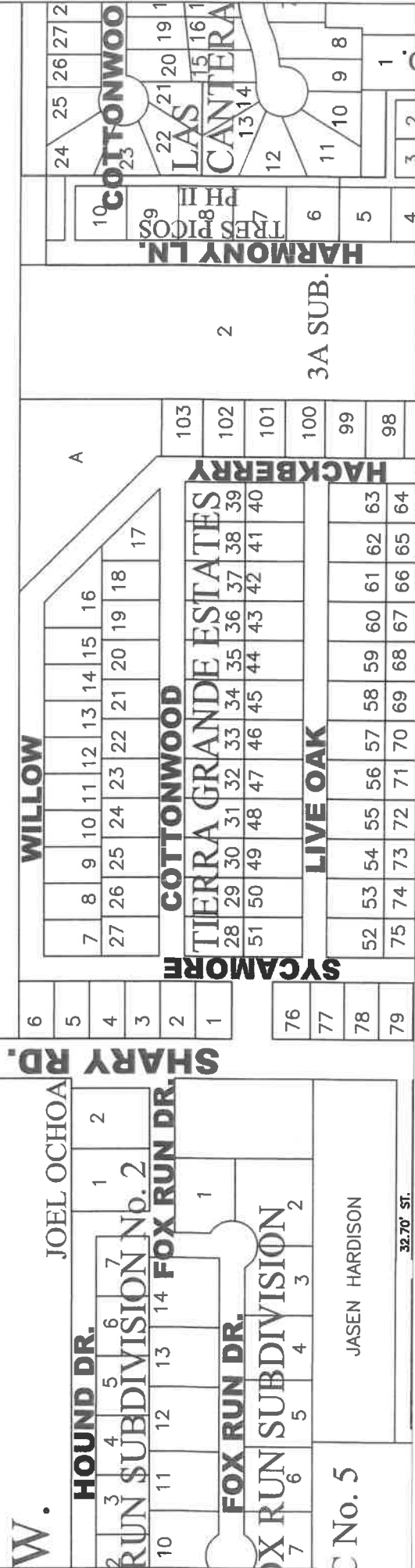
FLUM: Low Density Residential (LD)

REVIEW COMMENTS: Staff notes that the proposed zone does not comply with the City's Future Land Use Map nor surrounding land uses. The Future Land Use Map is a tool used by staff to determine what the City envisions in the area; however, it can be amended from time to time. Townhouses are considered to be a Moderate Density Residential designation. Based on the size of the property it would be difficult to comply with the R-1 requirements. Staff mailed out 21 notices to property owners within 200' radius to get their input in regards to this request. As of this date, staff has only received one email against this request.

RECOMMENDATION: Staff recommends approval.



200' H.C.I.D. No. 1 EDINBURG MAIN CAN



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

Item 13.

No.



Susie De Luna

From: harjap singh <singharjap@gmail.com>
Sent: Wednesday, February 28, 2024 4:59 PM
To: Susie De Luna
Subject: REZ24-6

In reference to reclassification of 5.02 acres lot 265, John H Shary Subdivision to R-1T.

I am the immediate neighbor and owner of property located to north and south side and share property line with the said property. I hereby oppose this property reclassification

Warm regards

Harjap Nanva

S2950-00-000-0255-00 (281290)
 HIDALGO CO WATER DIST #1
 PO BOX 870
 EDINBURG TX 78540

S2950-00-000-0264-02 (281335)
 ELI-GAR LTD
 2446 SAN ISIDRO PKWY
 LAREDO TX 78045

S2950-00-000-0264-07 (281337)
 COLLANTES JOANN & ALEXANDER O
 2611 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-15 (281346)
 MARTINEZ RICARDO & PETRA
 2710 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-20 (281348)
 NANVA HARJAP S
 2700 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-23 (503650)
 JAMES MICHAEL V & MADELINE S
 308 N 11TH ST
 MCALLEN TX 78501

S2950-00-000-0265-25 (281349)
 SERIES 3-RENTALS
 A SERIES OF BENEFICIUM SERIES LLC
 PO BOX 1886
 MISSION TX 78573

S2950-00-000-0265-30 (281351)
 BENAVIDES ROMULO & YOLANDA L
 2608 N SHARY RD
 MISSION TX 78574

S2950-00-000-0265-35 (281353)
 RAMON ALBERT & GUADALUPE
 2606 N SHARY RD
 MISSION TX 78574

T5300-00-000-0006-00 (304335)
 LOPEZ JUAN ANTONIO & LAURA D
 2411 SYCAMORE AVE
 MISSION TX 78574

T5300-00-00A-0000-08 (304433)
 CITY OF MISSION
 1201 E 8TH ST
 MISSION TX 78572

C1310-00-000-0001-00 (683649)
 REYES CLAUDIA A AND GABRIEL ORT
 2329 E 25TH ST
 MISSION TX 78574

C1310-00-000-0002-00 (683652)
 GARCIA JOSE E & BELINDA
 2327 E 25TH ST
 MISSION TX 78574

C1310-00-000-0069-00 (683719)
 PHAN JUSTINDAT M
 2328 E 25TH ST
 MISSION TX 78574

C1310-00-000-0070-00 (683720)
 TREVINO ALAN KALEB VILLARREAL
 111 S MOCKINGBIRD AVE
 MISSION TX 78572-2289

T1047-00-000-0018-00 (727254)
 CAVAZOS HUGO JAIR & MARGARITA G DE
 2500 E 25TH ST
 MISSION TX 78574

T1047-00-000-0019-00 (727255)
 ZUNIGA SAMUEL GARZA & TANYA MENARD
 2503 HARMONY CT
 MISSION TX 78572

T1047-00-000-0020-00 (727256)
 CONFIDENTIAL
 2505 HARMONY CT
 MISSION TX 78574

T1047-00-000-0021-00 (727257)
 CEPEDA ERIK & CLAUDIA
 2507 HARMONY CT
 MISSION TX 78574

T1047-00-000-0022-00 (727258)
 DAVILA MAGDALENA & RAMON E
 2509 HARMONY CT
 MISSION TX 78574

T1730-00-000-0001-00 (1473450)
 TERRABLAE LLC
 2605 N SHARY RD
 MISSION, TX 78574-3221



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Conditional Use Permit: Home Occupation – Cruz Home Care, 1302 E. Griffin Parkway, All of Lot 1 & West 40’ of Lot 2, Enchanted Valley Subdivision, R-1, Pedro Cruz, Jr., and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On April 17, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located approximately 160’ East of Tangelo Street along the South side of E. Griffin Parkway F.M. 495. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to: 1) 1 year re-evaluation to acess the new operation; 2) Compliance with all City Codes (Building, Fire, and Sign Codes); 3) Reducing the number of employees to 1; 4) Acquisition to a business license; and 5) CUP not transferable to others.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z 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 HOME OCCUPATION– CRUZ HOME CARE, 1302 E. GRIFFIN PARKWAY, ALL OF LOT 1 & WEST 40’ OF LOT 2, ENCHANTED VALLEY SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of April 17, 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, April 22, 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
All of Lot 1 & West 40’ of Lot 2, Enchanted Valley Subdivision 1302 E. Griffin Parkway	Home Occupation – Cruz Home Care	1) 1 year re-evaluation to access the new operation; 2) Compliance with all City Codes (Building, Fire, and Sign Codes); 3) Reducing the number of employees to 1; 4) Acquisition of a business license; and 5) CUP not transferable to others

READ, CONSIDERED AND PASSED, this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.4

CONDITIONAL USE PERMIT: Home Occupation – Cruz Home Care
 1302 E. Griffin Parkway
 All of Lot 1 & West 40' of Lot 2,
 Enchanted Valley Subdivision
 R-1
 Pedro Cruz, Jr.

REVIEW DATA

The subject site is located approximately 160' East of Tangelo Street along the South side of E. Griffin Parkway F.M. 495. The applicant has his single-family residence thereon with a paved circular driveway off of E. Griffin Parkway and a driveway off the alley in the rear of the lot. The applicant has applied for a conditional use permit for a home occupation to have a Home Care Office service out of his home. He proposes to utilize 1 side of the home as an office setting for the business. They are a Personal Home Care Business for the elderly and children with disabilities. They hire personal care attendants to aid with daily living activities for individuals within the community and surrounding cities. Their services are provided at their clients' home not at their business. They will have approximately 10 employees come into the office to pick up their paychecks every 2 weeks on Fridays. They have been in business within the City of Mission since August 2021 at 702 E. Griffin Parkway, Ste. 3.

- **Days/Hours of Operation:** Monday – Friday from 8am to 5pm.
- **Number of Employees:** 3 employees & 1 living in the home.
- **Parking:** It is noted that the circular driveway can easily accommodate up to four vehicles and the rear driveway can accommodate up to 6 vehicles.
- Active Business License for the Home Care Office
- Must comply with Sec. 1.56-1, Zoning Code (home occupations regulation.),
 Inclusive of sign requirements.

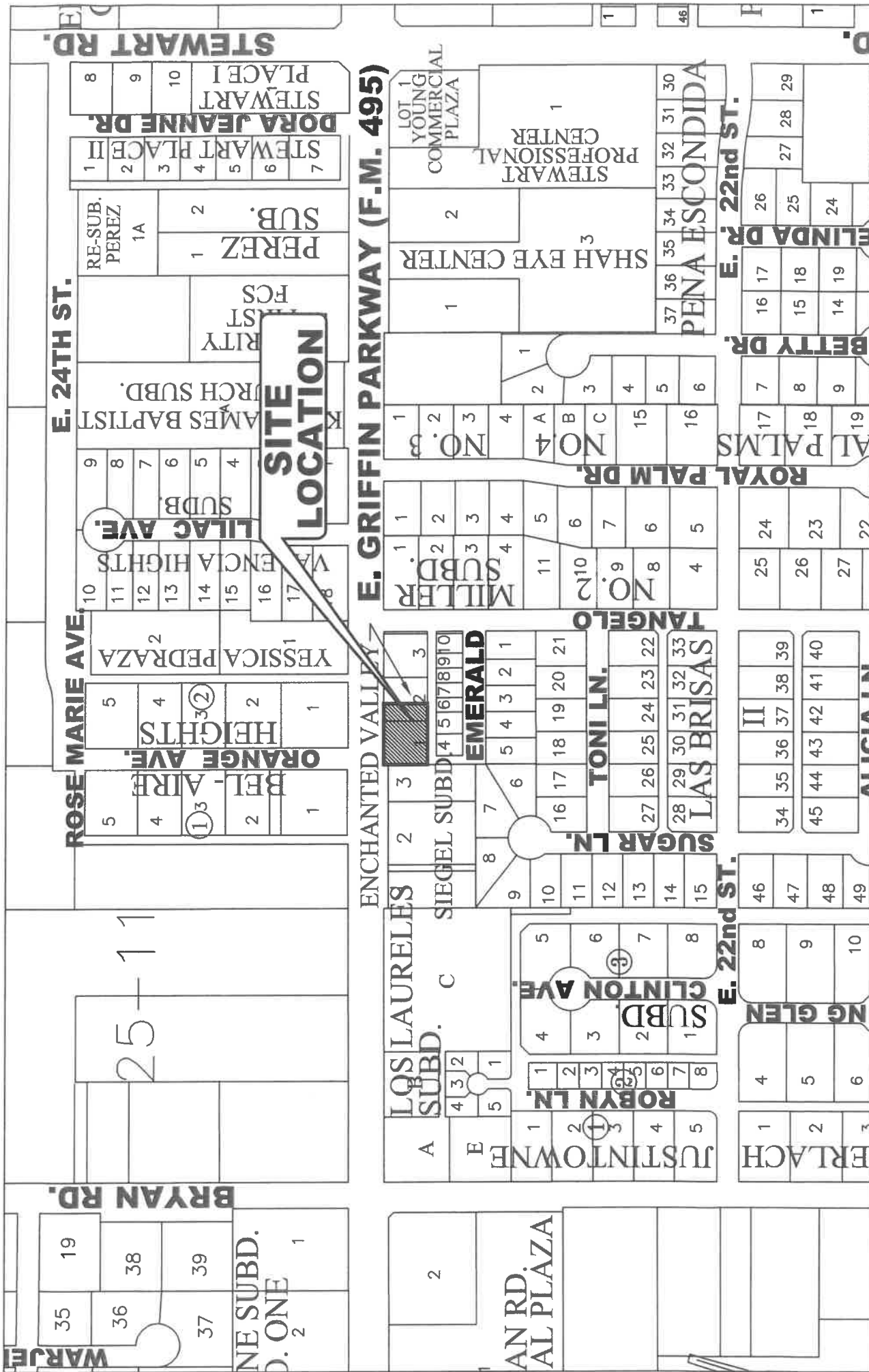
Section 1.56.1(d) states there shall be no more than one additional unrelated employee other than immediate members of the family residing on the premises.

Section 1.56.1(g) states the planning and zoning commission may, under extenuating or special circumstances unique to the home occupation, recommend waiver of this provision on a temporary or permanent bases to the city council who shall have the authority on the matter. With regard to proposed variances to subsections 1.56.1(a),(d) and/or(f), a minimum of 90 percent of the property owners within 200 feet mailout radius shall provide written support for the proposed home occupation to request variance. Should the 90 percent threshold not be provided, no variance shall be considered.

REVIEW COMMENTS: Staff mailed out 23 notices to property owners within 200' radius to get any comments in favor or against the request. Staff has not received any comments in favor or against the request.

RECOMMENDATION: Staff recommends approval subject to:

- 1) 1 year re-evaluation to access the new operation,
- 2) Compliance with all City Codes (Building, Fire, and Sign Codes),
- 3) Reducing the number of employees to 1,
- 4) Acquisition of a business license, and
- 5) CUP not transferable to others.



SITE LOCATION

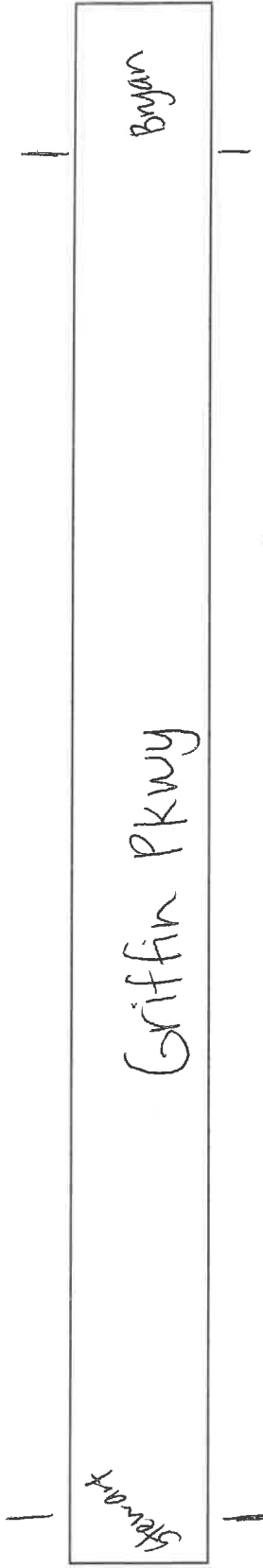
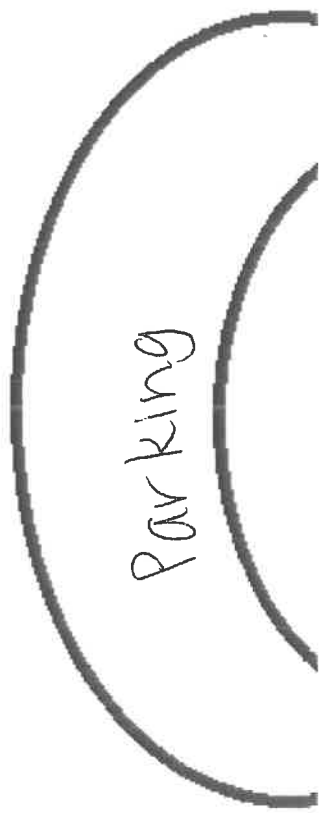
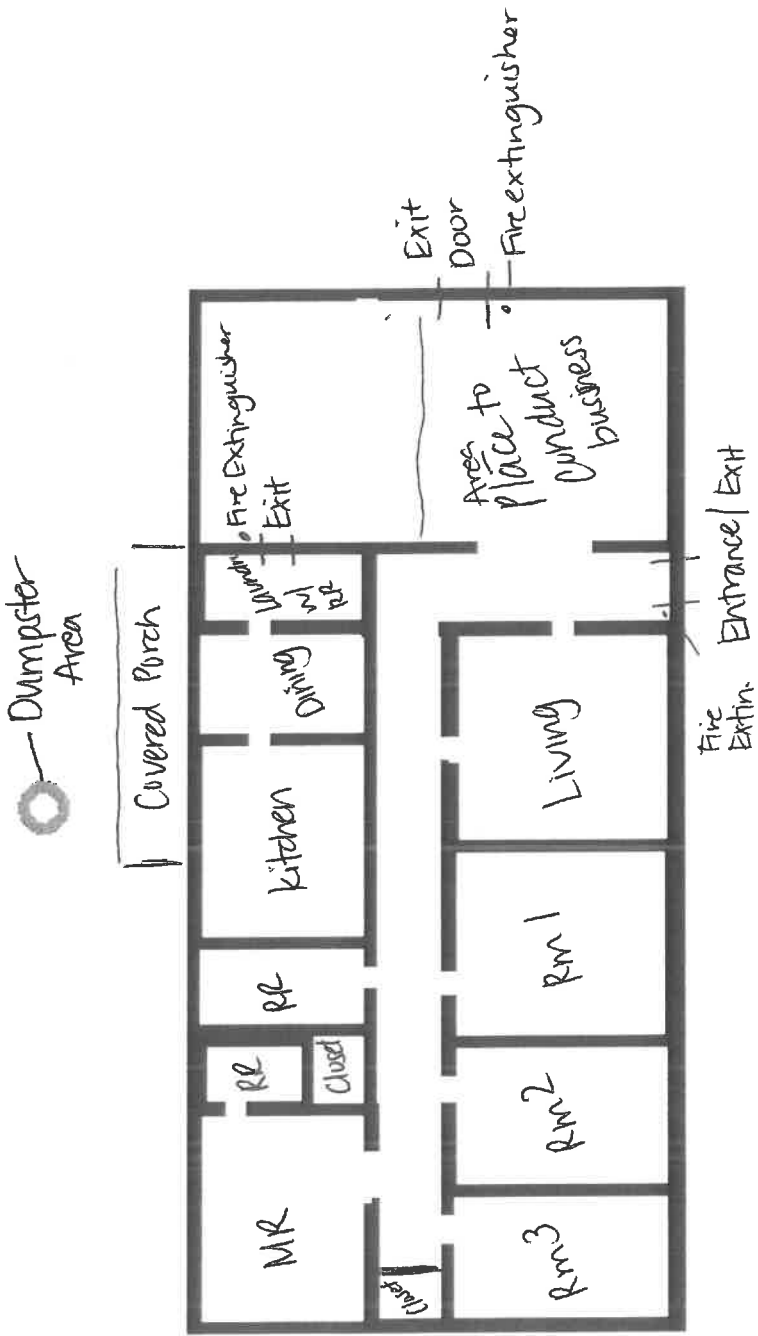
E. GRIFFIN PARKWAY (F.M. 495)



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 580-5672
 FAX: (956) 580-8680

Item 14.







B2150-00-001-0001-00 (123300)
LORETTO RESTAURANT GROUP FAMILY
1233 E GRIFFIN PKWY
MISSION TX 78572

B2150-00-002-0001-00 (123304)
GARCIA CARLOS A
1305 E GRIFFIN PKWY
MISSION TX 78572

E5800-01-000-0001-00 (170032)
CRUZ PEDRO JR
1302 E GRIFFIN PKWY
MISSION TX 78572

E5800-01-000-0002-00 (170034)
PINON MIGUEL C JR & IRMA
1306 E GRIFFIN PKWY
MISSION TX 78572

E5800-01-000-0004-00 (170036)
CAVAZOS DAVID ET AL
2113 TILLIE LN
MISSION TX 78572

E5800-01-000-0005-00 (170037)
GARZA CARLOS XAVIER & MICHELLE
1327 W GARFIELD AVE
ALTON TX 78573

E5800-01-000-0006-00 (170038)
GARCIA EDGAR JAVIER & SALMA ELIZABET
1305 EMERALD LN
MISSION TX 78572

E5800-01-000-0007-00 (170039)
GARZA HOMERO
1307 EMERALD LN
MISSION TX 78572

E5800-01-000-0008-00 (170040)
RAMON DELPHA
1309 EMERALD LN
MISSION TX 78572

E5800-01-000-0010-00 (170042)
HONEA JOSEPH C & GABRIELA G
808 S SHARY RD STE 5-271
MISSION TX 78572

L3100-02-000-0001-00 (551794)
LERMA JANETTE C & DAVID JR
1316 EMERALD LN
MISSION TX 78572

L3100-02-000-0002-00 (551796)
BALDERAS RICARDO & YOLANDA G
1313 TONI LN
MISSION TX 78572

L3100-02-000-0003-00 (551797)
MORIN GERONIMO & DOROTHY
1312 EMERALD LN
MISSION TX 78572

L3100-02-000-0004-00 (551798)
PEREZ SIGIFREDO & ERICA DAVILA
1310 EMERALD LN
MISSION TX 78572

L3100-02-000-0005-00 (551799)
GONZALEZ ROSA ENNA
1308 EMERALD LN
MISSION TX 78572

L3100-02-000-0006-00 (551800)
TREVINO DAVID
2212 SUGAR LN
MISSION TX 78572

L3100-02-000-0007-00 (551801)
RIOJAS ABEL VICENTE
2214 SUGAR LN
MISSION TX 78572

L3100-02-000-0008-00 (551802)
GONZALEZ ELOY S
2215 SUGAR LN
MISSION TX 78572

S3420-00-000-0002-00 (513172)
LONGORIA RAYMOND R & EDNA
2025 N CONWAY AVE
MISSION TX 78572

S3420-00-000-0003-00 (513173)
QUINTANILLA JOSE L & GRACIELA
1232 E GRIFFIN PKWY
MISSION TX 78572

W0100-00-025-0011-01 (317022)
LORETTO RESTAURANT GROUP FAMIL
1233 E GRIFFIN PKWY
MISSION TX 78572

Y1100-00-000-0001-00 (721208)
PENA ARMANDO III
416 ZENaida AVE
MCALLEN TX 78504



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Susana De Luna, Planning Director

AGENDA ITEM: Conditional Use Permit: Regulated Consumer Finance Lender Office on property zoned (C-2) Neighborhood Commercial, 1821 N. Shary Road, Ste. 2, Lot 1, Bannworth Business Center, C-2, Lendmark Financial Services, LLC., and Adoption of Ordinance#_____ - De Luna

NATURE OF REQUEST:

On April 17, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site is located along the west side of Shary Road between Village Drive and Mulberry Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

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

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

BID AMOUNT: \$ _____

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

Departmental Approval: N/A

Advisory Board Recommendation: P&Z 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 REGULATED CONSUMER FINANCE LENDER OFFICE ON PROPERTY ZONED (C-2) NEIGHBORHOOD COMMERCIAL, 1821 N. SHARY ROAD, STE 2, LOT 1, BANNWORTH BUSINESS CENTER

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of April 17, 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, April 22, 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
Lot 1, Bannworth Busienss Center 1821 N. Shary Road, Ste. 2	Regulated Consumer Finance Lender Office on property zoned (C-2) Neighborhood Commercial	1) 3 year re-evaluation to assess this operation; 2) Must comply with all City Codes (Building, Fire, Health, etc.) 3) CUP not to be transferable to others.

READ, CONSIDERED AND PASSED, this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM#1.5

CONDITIONAL USE PERMIT: Regulated Consumer Finance Lender Office on property zoned (C-2) Neighborhood Commercial
 1821 N. Shary Road, Ste. 2
 Lot 1, Bannworth Business Center
 C-2
 Lendmark Financial Services, LLC

REVIEW DATA

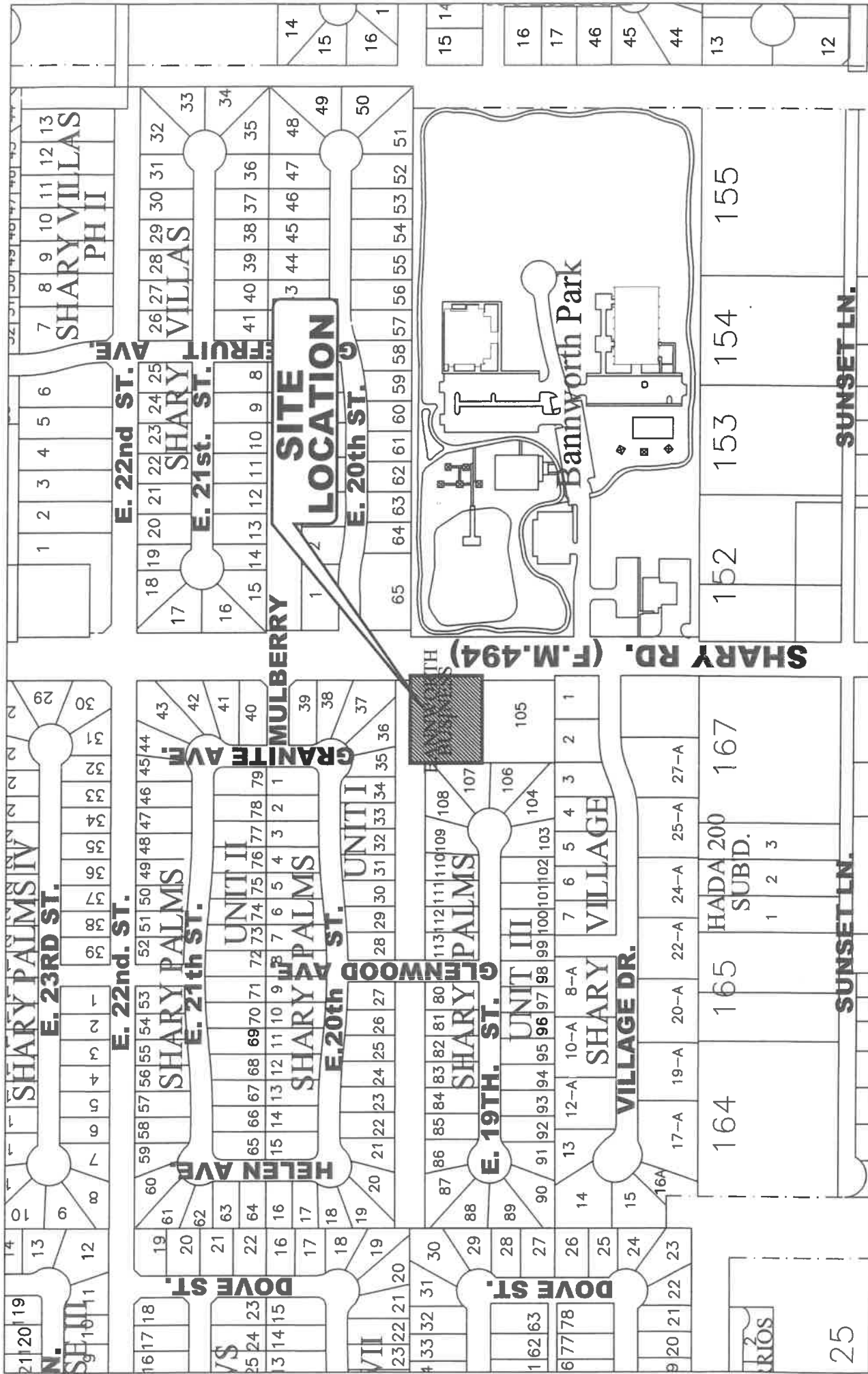
The subject site is located along the west side of Shary Road between Village Drive and Mulberry Street. The applicant leased a 1,198 sq.ft. suite for a Regulated Consumer Finance Lender Office and has been in business since January 2023. They provide personal, household credit and loan solutions to consumers. The property is currently zoned Neighborhood Commercial (C-2). Sec. 1.42(3)(d) of the Zoning Code states that Business establishments which perform services on the premises such as banks, loan companies, and real estate offices require a conditional use permit. Access to the site is via a 30' access driveway off of Shary Road. The last CUP approved for this location was on November 28, 2022 for a period of 1 year.

- **Hours of Operation:** Monday – Friday from 8:30 a.m. to 5:30 p.m.
- **Staff:** 4
- **Parking:** Based on the square footage of the suite, there are 6 parking spaces required for this business. It is noted that the parking area is held in common there are 58 existing parking spaces shared with other businesses, thus meeting code.
- **Landscaping:** Staff is recommending to add more plants along Shary Road.

REVIEW COMMENTS: Staff has seen several businesses in a C-2 zone without creating a negative impact to the surrounding areas since the hours of operation are reasonable. Staff mailed out 21 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) 3 year re-evaluation to assess this operation
- 2) Must comply with all City Codes (Building, Fire, Health, etc.),
- 3) CUP not to be transferable to others.



Item 15.

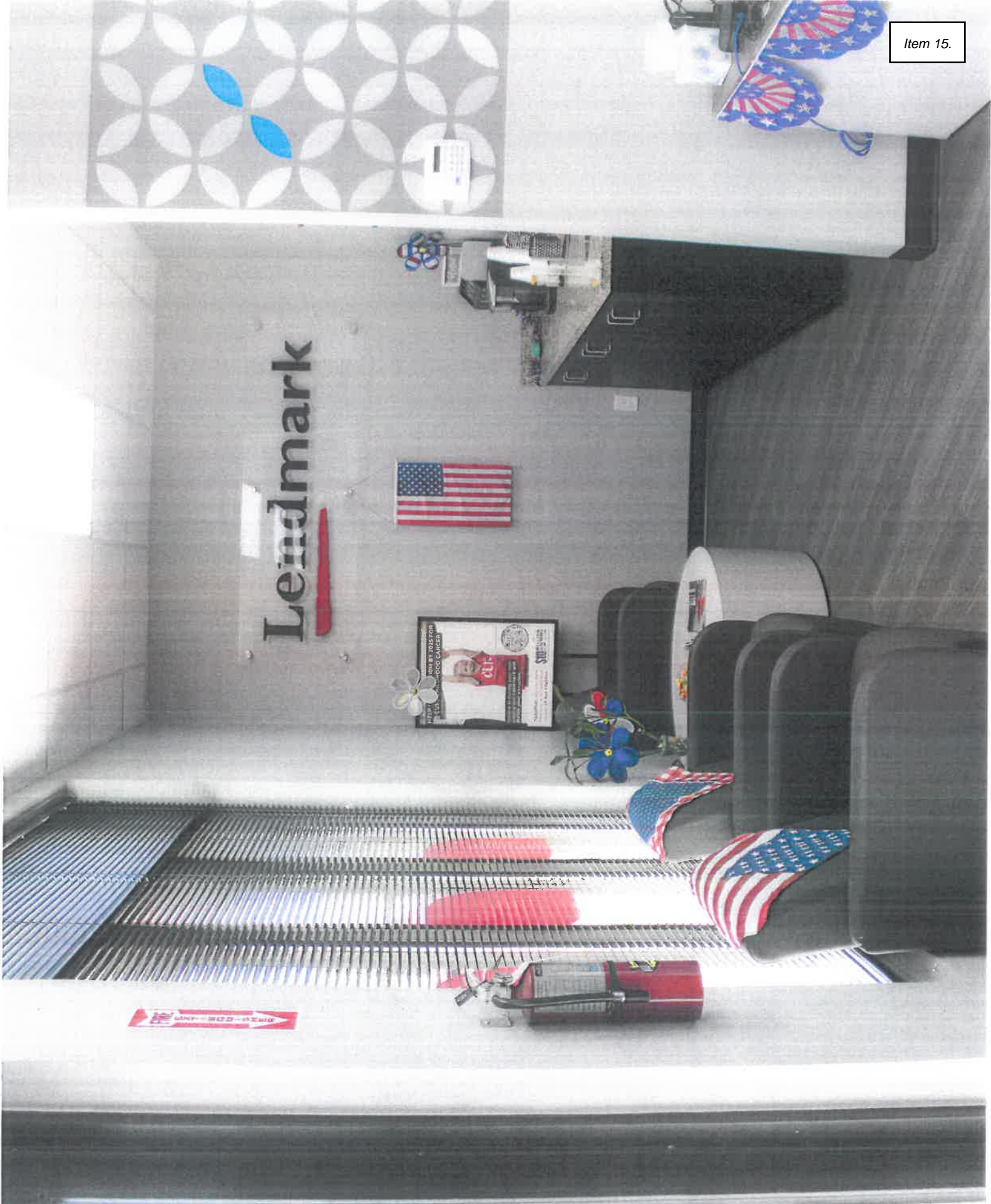
No.



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







916
 Office
 Mon -
 8:30am
 2pm - 2
 60266
 414 N 75



S2950-00-000-0235-00 (281198)
CITY OF MISSION
1201 E 8TH ST
MISSION TX 78572

S2973-01-000-0031-00 (534285)
GARCIA TERESA J
2306 E 20TH ST
MISSION TX 78572

S2973-01-000-0032-00 (534286)
MAGNIFICAT HOLDINGS LLC
3225 MCLEOD DR STE 777
LAS VEGAS NV 89121

S2973-01-000-0033-00 (534287)
RODRIGUEZ ESTHER APOLONIA PEREZ
2310 E 20TH ST
MISSION TX 78572

S2973-01-000-0034-00 (534288)
PANIAGUA JOHNNY
12011 E BORDER OAK DR
MAGNOLIA TX 77354

S2973-01-000-0035-00 (534289)
KELLEY DONALD E JR & MARY F
2314 E 20TH ST
MISSION TX 78572

S2973-01-000-0036-00 (534290)
MARIN JHIMMY & GUADALUPE
217 E KIWI ST
MCALLEN TX 78504

S2973-01-000-0037-00 (534291)
RODRIGUEZ ALFREDO & MARIA C
ALMA R RODRIGUEZ
2000 GRANITE AVE
MISSION TX 78572

S2973-01-000-0038-00 (534292)
BECERRA LAURA LUZ
500 WICHITA AVE UNIT #80
MCALLEN TX 78503

S2973-03-000-0103-00 (539973)
GALVAN AGUSTIN & RAQUEL
2308 E 19TH ST
MISSION TX 78572

S2973-03-000-0104-00 (539974)
VIELMA MAURO A & ELIZABETH E
2310 E 19TH ST
MISSION TX 78572

S2973-03-000-0105-00 (539975)
TREVINO JOSE ANGEL
2404 E 20TH ST
MISSION TX 78572

S2973-03-000-0106-00 (539976)
AGUIRRE MARTHA T
2312 E 19TH ST
MCALLEN TX 78505

S2973-03-000-0107-00 (539977)
ZOROLA JESUS R & LUZ M
2313 E 19TH ST
MISSION TX 78572

S2973-03-000-0108-00 (539978)
GONZALEZ NICHOLAS & CRISTINA A
2311 E 19TH ST
MISSION TX 78572

S2973-03-000-0109-00 (539979)
HINOJOSA ROLANDO
LUZ MARIA ESPARZA
2309 E 19TH ST
MISSION TX 78572

S3010-00-000-0001-00 (283654)
GONZALEZ JESUS F & MARIA D ROSARIO
617 BEAUMONT AVE
MCALLEN TX 78501

S3010-00-000-0003-00 (283656)
BAZAN CHRISTOPHER D
2309 VILLAGE DR
MISSION TX 78572

S3011-00-000-0001-00 (672803)
TREVINO MIGUEL A & JENNIFER LEE
2219 KARINA DR
MISSION TX 78572

S3011-00-000-0065-00 (672882)
ONIVERT INVESTMENTS FAMILY LIMITED
2211 MONACO DR
MISSION TX 78573

B1556-00-000-0001-00 (1238476)
T-JAM DEVELOPMENT LTD
2409 S 23RD ST
MCALLEN TX 78503

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT SALE & ON-SITE CONSUMPTION OF ALCOHOLIC BEVERAGES – THE LORETTO AT MISSION, 1233 E. GRIFFIN PARKWAY, LOT 1 & THE S. 25’ OF LOT 2, BLOCK 1, BEL-AIRE HEIGHTS SUBDIVISION

WHEREAS, the City Council of the City of Mission finds that during consideration of the conditional use permit request of April 17, 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, April 22, 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
Lot 1 & the S. 25’ of Lot 2, Block 1, Bel- Aire Heights Subdivision 1233 E. Griffin Parkway	Sale & On-Site Consumption of Alcoholic Beverages – The Loretto at Mission	1) Life of Use 2) Continue to comply with all City Codes, (Building, Fire, Health, etc.) 3) Waiver of 300’ separation requirement from residential neighborhoods; and 4) CUP not to be transferable to others.

READ, CONSIDERED AND PASSED, this the 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

ITEM# 1.6

CONDITIONAL USE PERMIT: Sale & On-Site Consumption of Alcoholic Beverages—The Loretto at Mission
 1233 E. Griffin Parkway
 Lot 1 & the S. 25' of Lot 2, Block 1,
 Bel-Aire Heights Subdivision
 C-2
 LAG Associates, LLC

REVIEW DATA

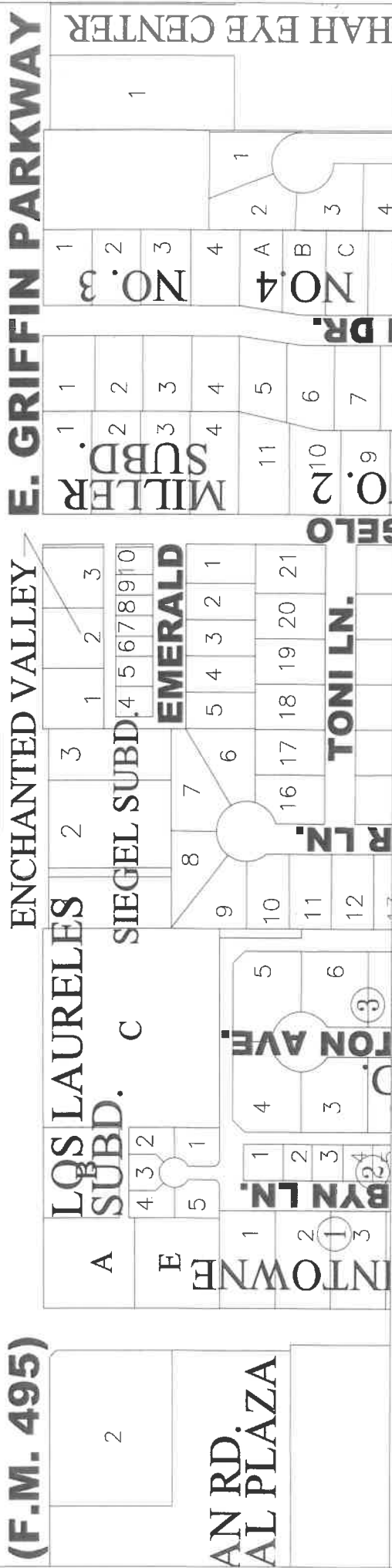
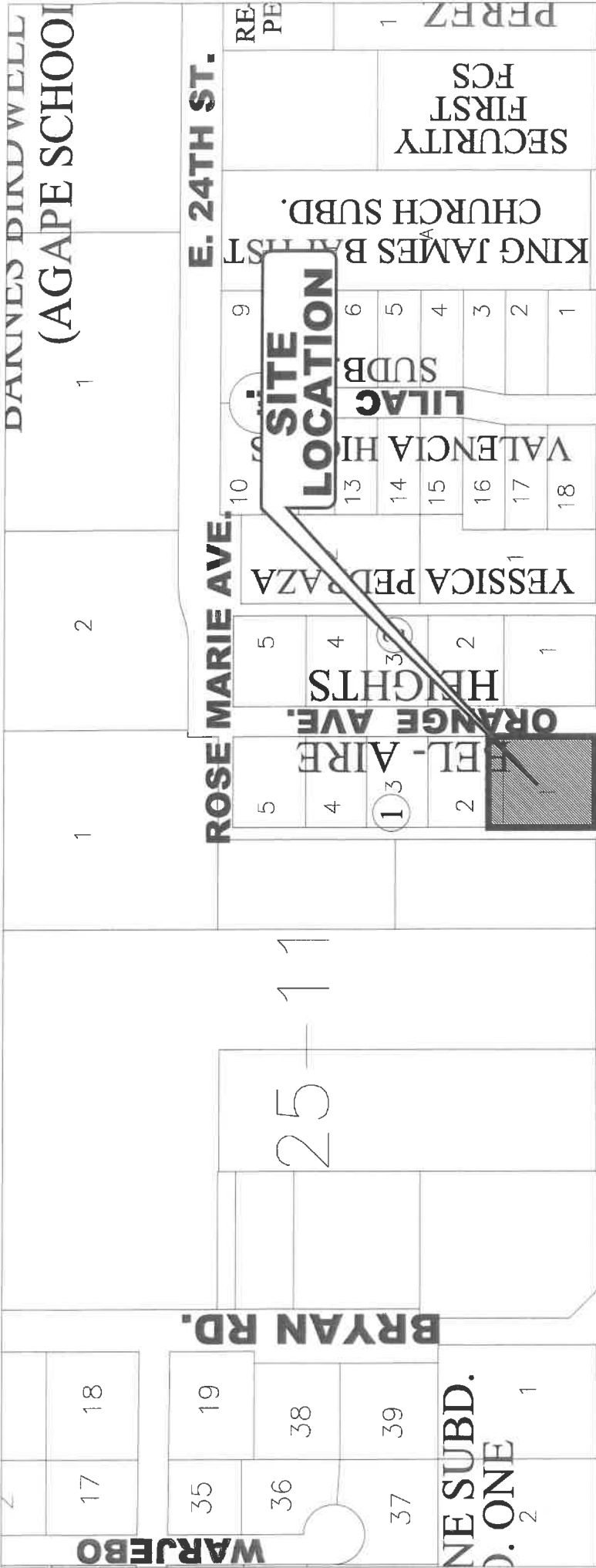
The subject site is located on the NW corner of Orange Drive and Griffin Parkway. The Loretto has been in operation since September 2015. Access to the restaurant is of a 36' driveway off of E. Griffin Parkway. The applicant would like to continue offering alcoholic beverages with their meals therefore the need for consideration. The last CUP approved for this location was on February 10, 2020 for a period of 4 years. Staff notes that this would be the applicants 4th request.

- **Hours of Operation:** Tuesday – Sunday from 10a.m. to 10p.m., Closed Mondays.
- **Staff:** 8
- **Parking:** The restaurant, which also includes a patio, requires 37 parking spaces for both patrons and staff. The applicant has 30 on-site parking spaces for patrons and the remaining 7 parking spaces are on the adjacent property and are used by staff.
- **Sale of Alcohol (Section 1.56-3):** (3a) of the Zoning code requires such uses to be at least 300' from the nearest residence, church, school or publicly owned property. There is a residential subdivision within the 300' radius, however P&Z and City Council have waived this requirement for other similar businesses.

REVIEW COMMENTS: Staff mailed out 16 notices to property owners within a 200' radius of the site. As of the date of this write-up, staff has not received any comments in favor or against this request. Staff asked Mission PD for any incidents reported in relation to the sale of alcohol. There have not been any incidents reported to PD during the CUP's existing tenure. Since the restaurant is not open after 12a.m., and the sale of alcohol is not the primary item of purchase, staff does not object to an extended approval term.

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

- 1) Continued compliance with all City Codes, (Building, Fire, Health, etc.),
- 2) Waiver of 300' separation requirement from residential neighborhoods, and
- 3) CUP not to be transferable to others.



CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 9th Street
 MISSION, TX 78702
 PH: (956) 580-8672
 FAX: (956) 580-8680

Item 16. No.

121

**LOCATION
SITE**

ORANGE AVE.

GRIFFIN PARKWAY (F.M. 495)



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Back

Export to Excel

Item 16.

Print Results

Master File Id: 2100041556

Legacy CLP: MB1124166

License Type: MB

License Id: 107205654

Trade Name: THE LORETTO AT MISSION

Owner: LAG ASSOCIATES LLC

Location Address: 1233 E GRIFFIN
PKWY
MISSION , TX
785722417
UNITED STATES

Mailing Address: 1233 E GRIFFIN PKWY
MISSION , TX 785722417
United States

County: Hidalgo

Original Issue Date: 7/7/2021

License Status: Active

Current Issued Date: 8/8/2023

Wine Percent:

Location Phone No.:

Status Change Date: 8/8/2023

Gun Sign: BLUE

Expiration Date: 7/6/2025

Subordinates (list): FB

B2150-00-001-0001-00 (123300)
LORETTO RESTAURANT GROUP FAMILY
1233 E GRIFFIN PKWY
MISSION TX 78572

B2150-00-001-0002-00 (123301)
MARTINEZ FRANCISCO JR & CARMEN
2309 ORANGE ST
MISSION TX 78574

B2150-00-001-0003-00 (123302)
SANTA ANA RAUL B
2321 ORANGE ST
MISSION TX 78574

B2150-00-001-0004-00 (123303)
CAVAZOS GERARDO
2325 ORANGE
MISSION TX 78574

B2150-00-002-0001-00 (123304)
GARCIA CARLOS A
1305 E GRIFFIN PKWY
MISSION TX 78572

B2150-00-002-0002-00 (123305)
ESPINOZA JOE O
2308 ORANGE ST
MISSION TX 78574

B2150-00-002-0003-00 (123306)
BELL LOU ANNE & ROBERT L
2314 ORANGE ST
MISSION TX 78574

E5800-01-000-0001-00 (170032)
CRUZ PEDRO JR
1302 E GRIFFIN PKWY
MISSION TX 78572

E5800-01-000-0002-00 (170034)
PINON MIGUEL C JR & IRMA
1306 E GRIFFIN PKWY
MISSION TX 78572

E5800-01-000-0004-00 (170036)
CAVAZOS DAVID ET AL
2113 TILLIE LN
MISSION TX 78572

S3420-00-000-0001-00 (513170)
LONGORIA RAYMOND & EDNA
2025 N CONWAY AVE
MISSION TX 78572

S3420-00-000-0002-00 (513172)
LONGORIA RAYMOND R & EDNA
2025 N CONWAY AVE
MISSION TX 78572

S3420-00-000-0003-00 (513173)
QUINTANILLA JOSE L & GRACIELA
1232 E GRIFFIN PKWY
MISSION TX 78572

W0100-00-024-0011-03 (316957)
OCHOA CIRO JR & LILLIAN D
1208 E GRIFFIN PARKWAY
MISSION TX 78572

W0100-00-025-0011-01 (317022)
LORETTO RESTAURANT GROUP FAMIL
1233 E GRIFFIN PKWY
MISSION TX 78572

W0100-00-025-0011-03 (317024)
LONGORIA RAYMOND & EDNA
2025 N CONWAY AVE
MISSION TX 78572

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF MISSION, TEXAS AMENDING
CHAPTER 98 'SUBDIVISIONS, SECTION 98-137 - ASSIGNMENT
OF WATER RIGHTS TO CITY' OF THE CITY OF MISSION'S
CODE OF ORDINANCES, BY ADDING COST PARTICIPATION, AND
PROVIDING FOR A PUBLICATION**

WHEREAS, The City has grown until it is using most of its water allotment and would have an insufficient water allotment for dry years and for providing water services to new subdivisions being developed on land that was formerly agricultural in character, and the City will have to provide such land with water out of a depleting supply; and,

WHEREAS, the development of agricultural land frees agriculture water for conversion into municipal water, though it may not have been converted fully in the past; and,

WHEREAS, Chapter 49, Subchapter O of the Texas Water Code provides a mechanism under which municipal water suppliers, like the City, may petition an irrigation district that formerly provided irrigation water to land that is now subdivided for the purpose of acquiring such water and converting it to municipal use; and,

WHEREAS, THE City has and is diligently attempting to reach mutually acceptable agreements with area irrigation districts in which the City of Mission is located; and,

WHEREAS, among other justifiable reasons, the developers of land within the City's CCN for water and that desire city services and utilities should provide the water rights to the City, or reimburse the City for the cost of acquiring municipal water, in order to enable the City to furnish the subdivisions created by such developers with adequate water services.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, COUNTY OF HIDALGO, STATE OF TEXAS, THAT:

Section 1: That the Owner of a subdivision located within the City of Mission's Water CCN, shall:

- (a) if such subdivided land (provided that such land is subdivided for other than agricultural or open space use) is not within the boundaries of a District (as that term is defined in Section 49.001(a)(1) of the Texas Water Code), convey to the City of Mission water rights for municipal use in an amount equal to the amount specified in Section 2 of this Ordinance, and such water rights may be appurtenant to the subdivided land or acquired separately by the Owner of the land;
- (b) if such subdivided land (provided that such land is subdivided for other than agricultural or open space use) is located in a District (as that term is defined in Section 49.001(a)(1) of the Texas Water Code) with which the City does not have

an agreement concerning such District's transfer of water rights to the City, (i) exclude such subdivided land from the boundaries of such District (which shall be filed with the District prior to the approval of the plat and shall include the payment of all taxes, assessments and other lawful charges of the District related to such land, along with the proportionate share of any outstanding bonded indebtedness or indebtedness incurred in connection with a loan from an authorized agency of the United States for which such land is liable, as determined by the applicable provisions of the Texas Water Code) and work with said District to effect the assignment or transfer of municipal use water rights to the City in an amount equal to the amount specified in Section 2 of this Ordinance, or (ii) reimburse the City for the costs associated with the City's acquisition of such water rights from the District pursuant to Chapter 49, Subchapter O of the Texas Water Code; or

- (c) if such subdivided land (provided that such land is subdivided for other than agricultural or open space use) is located in a District (as that term is defined in Section 49.001(a)(1) of the Texas Water Code) with which the City does have an agreement concerning the transfer of water rights, the subdivided land's acreage shall be excluded from said District for use other than agricultural or open space (which shall be filed with the District prior to the approval of the plat and include the payment of all taxes, assessments and other lawful charges of the District related to such land, along with the proportionate share of any outstanding bonded indebtedness or indebtedness incurred in connection with a loan from an authorized agency of the United States for which such land is liable, as determined by the applicable provisions of the Texas Water Code), and the Owner shall reimburse the City for the costs associated with the City's acquisition of such water rights from the District under any such agreement to acquire water rights or pursuant to Chapter 49, Subchapter O of the Texas Water Code. The applicable action must have been taken prior to the plat being signed by Mission's P&Z Chair and Mayor.

Section 2: The Owner of all portions of acreage that is being subdivided for use other than agricultural or open space use shall be required to furnish at least One and One-Quarter (1¼) acre-feet per annum of municipal water rights per subdivided acre, regardless of whether or not said subdivided land has water rights appurtenant thereto. It shall be sufficient for purposes of this Ordinance for the Owner of said subdivided property to furnish a permanent water supply contract with a District (as that term is defined in Section 49.001 of the Texas Water Code, or another permanent source of water, which contract or source shall be satisfactory to the City in its sole discretion and so long as such contract or source furnishes an amount of water that is equal to the amount required under this Section 2.

Section 3: In the event subdivided land is to be excluded from a District (as that term is defined in Section 49.001 of the Texas Water Code), it shall be sufficient if the Owner of such land executes and files a petition for exclusion of the land from the District, or executes an irrevocable power of attorney favor of the City that allows the City to file a petition to exclude such land from the District, and deposits with the City One Hundred Twenty-five percent (125%) of the estimated amount necessary to pay the proportionate share of any bonded indebtedness of such district that is secured by the land and also reimburse the City for the cost of acquiring water rights from the

District in an amount equal to the amount specified in Section 2 and converting such water rights to municipal use. Any excess funds remaining after the payment of any bonded indebtedness and the acquisition and conversion of water rights to municipal use shall be refunded to the owner.

Section 4: The City Council shall have the right to vary this requirement in case of injustice or to better accomplish the purpose of obtaining sufficient permanent water supply **for the estimated population’s projected consumption/use of potable water.**

Section 5: This Ordinance shall become effective, on passage, and apply to all Subdivisions that have not received preliminary **(or final)** plat approval; or approved single lot variances from the City Council by June 14, 2024. **This condition shall also apply to any single lot variances that may be approved by the City of Mission, Texas.**

Section 6: The caption of this ordinance, upon its passage and signature by the Mayor of Mission, Texas, shall be published in a newspaper of local circulation according to regulatory protocol.

CITY OF MISSION, TEXAS

ATTEST:

Norie Gonzalez Garza, Mayor

ANNA CARRILLO, City Secretary

APPROVED AS TO FORM: _____
CITY ATTORNEY

ITEM# 1.7

Discussion and Action to Amend or Adopt Ordinance for Water Rights

A directive was given to staff to develop an ordinance to improve the City’s ability to more-responsibly secure water rights for new subdivisions.

Currently, there is a shortage of water throughout the Rio Grande Valley; this continuing shortage is increasingly magnified due to Mexico’s refusal to honor its treaty obligation to divert appropriate amounts of water to the United States pursuant to the various treaties to which it is subject. The water shortage problem is compounded by insufficient rainfall in the Rio Grande watershed.

However, these unfortunate circumstances do not diminish the City’s responsibility to plan for and provide an adequate water supply for new subdivisions and its projected population.

The City of Mission currently relies on a 43-year-old ordinance (adopted in September 28, 1981) to attempt to provide for its water needs. This ordinance has never been updated, and the time has come to revamp it in order to meet the City’s current and anticipated water supply needs.

Chapter 49, Subchapter O of the Texas Water Code provides a mechanism for municipal water suppliers in Cameron and Hidalgo Counties to acquire water rights for municipal use from irrigation districts that formerly provided irrigation water to land that has been subdivided. In order to acquire these water rights, a municipal water supplier must file a petition with the applicable irrigation district within two (2) years after the date that a subdivision plat has been filed in the official records of the county.

Staff notes that the existing ordinance does **NOT** have a provision that allows the City to charge a developer for the cost of acquiring and converting such water from irrigation use to municipal use. The current ordinance places the responsibility for acquiring sufficient water rights to service the subdivision upon the developer, so it should also be the developer’s responsibility to pay the costs incurred by the City if it elects to acquire water rights from an irrigation district under any existing agreement or under Chapter 49, Subchapter O of the Texas Water Code. If the water rights are acquired under Chapter 49, Subchapter O, Section 49.507(b) of the Texas Water Code provides that the purchase price for such water rights cannot exceed sixty-eight percent (68%) of the current market value of the water rights, as determined by the Rio Grande Regional Water Authority (currently \$2,896.81 per acre foot).

Currently, the City is responsible for paying the costs associated with acquiring irrigation rights from an irrigation district and converting those water rights to municipal use, whether such rights are acquired under Chapter 49, Subchapter O of the Texas Water Code, or under the terms of any existing agreements. By adopting the attached amended ordinance, the City will now be able to legally pass along this cost to the developers of land within the City’s CCN.

Staff recommends that we set a fee of \$3,000 per acre foot, which is the fee we currently pay to the United Irrigation District

Irrigation Water Rights Sold for Municipal Use +100 AF

Sales FY -2018

Records	Seller	Water Account No.	Type	Class	Acre Feet Irrigation	Price/AF	Total	Acre Feet Municipal	Price/AF	Total	Buyer	Water Account No.	Date Approved by Commission
Water Right Sales Agreement & TCEQ Memo	Russell Plantation	0037-001	Irrigation	B	231.2500	\$ 1,500.00	\$ 346,875.00	92.5000	\$ 3,000.00	\$ 277,500.00	The City of Laredo	0037-001	11/28/2017
	Russell Plantation	0153-000	Irrigation	B	375.0000	\$ 1,200.00	\$ 450,000.00	130.0000	\$ 3,000.00	\$ 450,000.00	The City of Laredo	0153-000	11/28/2017
					606.2300	NA	\$ 727,500.00	242.5000	\$ 3,000.00	\$ 727,500.00			
TCEQ Interoffice Memo	North American Butterfly Association	0832-005	Irrigation&Mining	B	185.0000	\$ 1,200.00	\$ 222,000.00	74.00	\$ 3,000.00	\$ 222,000.00	City of Eagle Pass Water Works System	0832-007	2/12/2018
Water Right Sales Agreement & TCEQ Memo	BLB Real Estate, LTD	0415-002	Irrigation&Mining	B	1,200.0000	\$ 1,200.00	\$ 1,440,000.00	480.0000	\$ 3,000.00	\$ 1,440,000.00	City of Eagle Pass Water Works System	0415-003	6/29/2018
TCEQ Interoffice Memo	Agnes O. Browne Trust, The Mary B Wilmas Trust and the Frances V. Browne Trust	0252-000	Irrigation	A	269.5880	\$ 1,324.00	\$ 356,934.51	134.7940	\$ 2,648.00	\$ 356,934.51	Laguna Madre Water District	0252-000	9/24/2018
TCEQ Interoffice Memo	Sheerth Real Properties	B711-000	Irrigation&Mining	B	500.0000	\$ 1,200.00	\$ 600,000.00	200.0000	\$ 3,000.00	\$ 600,000.00	City of Eagle Pass Water Works System	B711-009	10/1/2018
TCEQ Interoffice Memo	HCWC& I.D. No.19	0806-000	Irrigation	A	250.0000	\$ 1,500.00	\$ 375,000.00	125.0000	\$ 3,000.00	\$ 375,000.00	City of Eagle Pass Water Works System	0806-010	10/2/2018

Implied values calculated from values identified in the Water Right Sales Agreements & TCEQ Memo

NA: No information available in Rio Grande Watermaster Records

Contact from City of Eagle Pass Water Works System, Jorge Flores (830) 773-2351
 Contact from Laguna Madre Water District, Charles Ortiz (956) 943-2626

**Approved 02-11-19

Seller	Buyer	Municipal Acre Feet	Selling Price	Total
Agnes O. Browne Trust, The Mary B Wilmas Trust and the Frances V. Browne Trust	Laguna Madre Water District	134.794	x \$ 2,648	\$ 356,934.51
Sheerth Real Properties	City of Eagle Pass Water Works System	200	x \$ 3,000	\$ 600,000.00
HCWC& I.D. No.19	City of Eagle Pass Water Works System	125	x \$ 3,000	\$ 375,000.00
		459.794		\$ 1,331,934.51

2019 Municipal Water Right Current Market Value:
 \$1,331,934.51 Divided by 459.794 AF = \$2,896.81 per acre foot

\$2,896.81 * 68% = \$1,969.83 per acre foot

WATER RIGHTS COMPARISON

City of Mission	City of McAllen	City of Edinburg	City of Weslaco	Sharyland WSC	North Alamo WSC	United Irrigation District
Request developer to convey water rights as per Ord. #1110 adopted in 9/28/81	Request Developer Convey water rights (Currently No Fee Imposed to developers)	\$3000 per acre foot (Residential/Commercial)	\$2,896.61 per acre foot	Water Rights Fee is Based on Meter Size 5/8" - \$1,825 3/4" - \$2,738 1" - \$1,825 1-1/2" - \$9,126 2" - \$14,602 3" - \$29,203 4" - \$45,630 6" - \$91,260 8" - \$146,016 Cost per ac/ft x Conversion x Multiplier = Water Rights Cost \$3,042 x 0.6 x 1 = 1,825	District 1 - \$850 w/Exclusion Letter District 2 - \$150 w/Exclusion Letter District 9 - \$375 w/Exclusion Letter District 15 - \$400 w/Exclusion Letter Delta Lake - \$850 Donna Irrigation Dist. - \$225 w/Exclusion Letter Engleman Irrigation Dist. - \$625 w/Exclusion Letter Out of District - \$850	\$3000 per acre foot (City pays this amount)

*Rio Grande Regional Water Authority \$2,896.81 per acre foot based on 2019 database



MINUTES

PRESENT:

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

ALSO PRESENT:

Janie Sanchez
Victor Anzaldua
Odilia Enriquez
Karen Prewitt
Paul Vazaldua
Julian Gonzalez
Dr. Melendez
Jessica Rodriguez
Aaron Garza
Jannette Cavazos
Norma Cavazos
Cesia Alfaro
Gabriel Guerrero
Omar Garcia
Eduardo Rodriguez
Jason Garza
Dina Arevalo
Danny Aguilar
Christina – Marie Roldan-Shinn

ABSENT:

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Angie Vela, Finance Director
Abel Bocanegra, P.E., City Engineer
Susie De Luna, Planning Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Director of Organizational Dev.
Abram Ramirez, IT Director
Cesar Torres, Chief of Police
Joanne Longoria, CDBG Director
Yenni Espinoza, Library Director
Kenia Gomez, Media Relations Director
Jose Silva, Internal Auditor
Brad Bentsen, Parks & Recreation Director
Amy Tijerina, Community Events Director
Tecló Garcia, MEDC CEO
Adrian L. Garcia, Fire Chief
Frank Cavazos, Fire Marshall
Charlie Longoria, Media Relations
Alex Fajardo, Media Relations
Joel Chapa, Police Officer
Victor Lopez, Police Officer

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 4:33 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Councilman Alberto Vela led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

None

PRESENTATIONS

1. Proclamation - Maria Dolores Sierra Sanchez 100th Birthday – Carrillo

Councilwoman Jessica Ortega moved to approve the Proclamation – Maria Dolores Sierra Sanchez 100th Birthday. Motion was seconded by Mayor Pro Tem Ruben Plata and approved unanimously 5-0.

2. Proclamation - Telecommunicators Week - Torres/Garcia

Mayor Pro Tem Plata moved to approve the Proclamation – Telecommunicators Week. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3. Proclamation - Autism Acceptance Month – Tijerina

Mayor Pro Tem Plata moved to approve the Proclamation – Autism Acceptance Month. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

4. Proclamation - Fill the Boot - A. Garcia

Mayor Pro Tem Plata moved to approve the Proclamation – Fill the Boot. Motion was seconded by Councilman Vela and approved unanimously 5-0.

5. Report from Mission Economic Development Corporation - Teclo Garcia

Teclo Garcia, Mission EDC CEO, provided a quick update on the current operations of the EDC. He stated that last week they had conducted a ground-breaking ceremony for the Industrial Park at Anzaldua's Park. There was also an opening ceremony for Ubiquity which will be providing new job opportunities for residents. Fifteen small business were awarded funding up to \$15,000 for renovations and equipment. The building has also been utilized a lot more to hold meetings by various agencies and departments. Mr. Garcia provided the following statistics: unemployment is at 5.9% which is lower than last year, retail sales tax was at \$2.1 million which was 11.7% higher than last year, real estate median was at \$209,0000, and traffic at the bridge crossing is up by 128%.

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

Brenda Enriquez, Mission Chamber of Commerce President, spoke about upcoming events such as: Smart Start Session next week, April 17th Lunch and Learn: Organizational Ethics, April 18th Power of Business Planning Seminar, April 19th Ribbon Cutting for Triple 7 Barbershop, April 24th Customer Service Seminar, April 24th Chamber Mixer, May 3rd Chamber's Annual Golf Tournament. They are working on sending out their annual survey and have taken on a huge project of applying for accreditation.

7. Departmental Reports – Perez

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

8. Citizen's Participation – Garza

None.

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

9. Discussion and Action to Recommend to the City Council the closure required by Union Pacific Railroad for Leonor Street being the 900 block of Leonor Street, approximately 0.25 of a mile west of the Intersection of Inspiration Road and W. Business Hwy 83 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider this request.

On February 29, 2024 staff received a request by Melden & Hunt on behalf of the Killam Development for a proposed railroad crossing and (3) road closures for El Milagro Subdivision. Union Pacific Railroad Company required that for every new railroad crossing there was at least 2 road closures. The request before the Board was to consider the closure of the 900 Block of Leonor Street. This would be the 1st of 3 road crossing closures. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Mayor Garza inquired about the requirement for the closures as it stated that they were requiring three, but two were being proposed.

Susie De Luna, Planning Director, stated that due to the size of the opening being 120 feet, this particular one required 3; however, it was a regular size opening then it would be two.

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

Councilman Vela moved to approve the closure required by Union Pacific Railroad for Leonor Street being the 900 block of Leonor Street, approximately 0.25 of a mile west of the Intersection of Inspiration Road and W. Business Hwy 83. Motion was seconded by Councilman Vela and approved unanimously 5-0.

10. Discussion and Action to Recommend to the City Council the closure required by Union Pacific Railroad of Farm Crossing at 3101 S. Conway Avenue being approximately 0.30 miles north of the intersection of S. Conway Avenue. - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider this request.

On February 29, 2024 staff received a request by Melden & Hunt on behalf of the Killam Development for a proposed railroad crossing and (3) road closures for El Milagro Subdivision. Union Pacific Railroad Company required that for every new railroad crossing there was at least

two road closures. The request before the Board was to consider the closure of Farm Crossing at 3101 S. Conway Avenue. This would be the 3rd of 3 road crossing closures. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the closure required by Union Pacific Railroad of Farm Crossing at 3101 S. Conway Avenue being approximately 0.30 miles north of the intersection of S. Conway Avenue. Motion was seconded by Councilman Vela and approved unanimously 5-0

11. Discussion and Action to Recommend to the City Council the opening of New Los Indios Parkway required by Union Pacific Railroad being approximately 0.25 miles north of the intersection of S. Conway Avenue and Los Indios Road - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider this request.

On February 29, 2024 staff received a request by Melden & Hunt on behalf of the Killam Development for a proposed railroad crossing and (3) road closures for El Milagro Subdivision. Union Pacific Railroad Company required that for every new railroad crossing there was at least 2 road closures. The request before the Board was to consider the opening of New Los Indios Parkway Railroad Crossing. This would be the 3rd of 3 road crossing closures. 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.

Victor Anzaldúa, Madero resident, stated that he had spoken to several residents after the P&Z meeting about the closure of their main road in Madero. He was in opposition of this request as this is the main entrance to their homes and the park and many emergency vehicles use this road to access.

Karen Prewitt, 2101 Mauve, wanted to remind council that they had voted for apartments to be built in the area. She was concerned for the increase of traffic to the area and was inquiring if there would be any traffic lights.

Jessica Rodriguez, 3535 Beatty St, states she was a long-time resident of Madero and was against the closure of the main road. As this was the main entrance, was concerned about the through traffic such as busses and emergency vehicles.

Aaron Garza, 3535 Beatty St, requested that they leave this road open. The new development area should get their own entrance. He was also concerned for the increase of traffic and the access for emergency vehicles.

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

Ms. De Luna, Planning Director stated the comments made by the residents was regarding another location that was not being considered at this time due to the item being tabled by the Planning & Zoning.

Councilwoman Ortega moved to approve the opening of New Los Indios Parkway required by Union Pacific Railroad being approximately 0.25 miles north of the intersection of S. Conway Avenue and Los Indios Road. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

12. Rezoning: A tract of land containing 37.50 acres of land, being part or portion of Lot 30-9, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Carlos Garza, and Adoption of Ordinance #5462- De Luna

On April 3, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 2 ½ mile north of Mayberry Road along the east side. 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.

Jeannette Cavazos, 1212 Linberg, stated that she and her mother own several acres in this area. They have not been able to develop the area or get a building permit due to being landlocked. For this reason, they were in favor of this request as this would give them the possibility of being able to develop their land.

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

Mayor Pro Tem Plata moved to approve Rezoning: A tract of land containing 37.50 acres of land, being part or portion of Lot 30-9, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Carlos Garza, and Adoption of Ordinance #5462. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5462

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A TRACT OF LAND CONTAINING 37.50 ACRES OF LAND, BEING
PART OR PORTION OF LOT 30-9, WEST ADDITION TO SHARYLAND (AO-I) AGRICULTURAL
OPEN INTERIM TO (R-1) SINGLE FAMILY RESIDENTIAL

13. Rezoning: A 1.00 acre tract of land out of Lot 263, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family Residential, Everardo P. Sustaita, and Adoption of Ordinance #5463 - De Luna

On April 3, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located ¼ mile north of E. Griffin Parkway along the east side of Glasscock Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve Rezoning: A 1.00 acre tract of land out of Lot 263, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Single Family Residential, Everardo P. Sustaita, and Adoption of Ordinance#5463. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5463

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 1.00 ACRE TRACT OF LAND OUT OF LOT 263, WEST
ADDITION TO SHARYLAND (AO-I) AGRICULTURAL OPEN INTERIM TO (R-1A) LARGE LOT
SINGLE FAMILY RESIDENTIAL

14. Conditional Use Permit: Construct (5) Pickle Ball Courts – Incredibowl, 2140 E. Business Highway 83, Lot 1 & 2, Grapefruit Bowl, Inc. Subdivision, C-4, Felipe Cavazos, and Adoption of Ordinance #5464 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located 200' East of Ragland Road along the South side of E. Business Highway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Construct (5) Pickle Ball Courts – Incredibowl, 2140 E. Business Highway 83, Lot 1 & 2, Grapefruit Bowl, Inc. Subdivision, C-4, Felipe Cavazos, and Adoption of Ordinance#5464. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5464

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO CONSTRUCT (5) PICKLE BALL COURTS –
INCREDIBOWL , 2140 E. BUSINESS HIGHWAY 83, LOT 1 & 2, GRAPEFRUIT BOWL, INC.
SUBDIVISION

15. Conditional Use Permit: Drive-Thru Service Window – Matuul, 2006 E. Griffin Parkway, Lot 2, Block 1, Springfield Ph. I Commercial, C-3, Judith A. Ponce, and Adoption of Ordinance #5465 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located on the southeast corner of E. Griffin Parkway (FM 495) and Glasscock Road (east of Circle K). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Drive-Thru Service Window – Matuul, 2006 E. Griffin Parkway, Lot 2, Block 1, Springfield Ph. I Commercial, C-3, Judith A. Ponce, and Adoption of Ordinance #5465. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5465

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW -
MATUUL, 2006 E. GRIFFIN PARKWAY, LOT 2, BLOCK 1, SPRINGFIELD PH. I COMMERCIAL

16. Conditional Use Permit: Restaurant in a C-2 Zone – Le Petite Pastries, 1821 N. Shary Road, Ste. 7, Lot 1, Bannworth Business Center, C-2, Cesia Alfaro, and Adoption of Ordinance #5466 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located along the west side of Shary Road between Village Drive and Mulberry 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.

Cesia Alfaro, owner of the business, stated that she was in favor of this item. She would be the one baking the goodies and would like the opportunity to open her business.

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

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Drive-Thru Service Window – Matuul, 2006 E. Griffin Parkway, Lot 2, Block 1, Springfield Ph. I Commercial, C-3, Judith A. Ponce, and Adoption of Ordinance #5466. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5466

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A RESTAURANT IN A C-2 ZONE – LE
PETITE PASTRIES, 1821 N. SHARY ROAD, STE. 7, LOT 1, BANNWORTH BUSINESS
CENTER

17. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Las Tres Coquetas, 515 N. Conway Avenue, Lot 10, Block 92, Mission Original Townsite, C-3, Jose Enriquez, and Adoption of Ordinance #5467 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located along the west side of Conway between 5th Street and 6th Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Councilwoman Gerlach asked Ms. De Luna if there were any specific guidelines in place as to the time frame for the approval. She was questioning this because she has seen some for six months, some for a year and some for two years. She wanted to see if they could set some guidelines or provide reasoning as to why they are deviating from the norm of two years.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Las Tres Coquetas, 515 N. Conway Avenue, Lot 10, Block 92, Mission Original Townsite, C-3, Jose Enriquez, and Adoption of Ordinance #5467. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5467

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 – LAS TRES COQUETAS, 515 N. CONWAY AVENUE, LOT 10,
BLOCK 92, MISSION ORIGINAL TOWNSITE

18. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Wing Snob, 801 N. Shary Road, Ste. 100, Lot 1A, Mirabelle Subdivision, C-3, Montenergo, LLC c/o Julio Garcia, and Adoption of Ordinance #5468 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 600' south of E. Business Highway 83 along the west side of 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.

There were no comments.

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

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – Wing Snob, 801 N. Shary Road, Ste. 100, Lot 1A, Mirabelle Subdivision, C-3, Montenergo, LLC c/o Julio Garcia, and Adoption of Ordinance #5468. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5468

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 – WING SNOB, 801 N. SHARY ROAD, STE. 100, LOT 1A,
MIRABELLE SUBDIVISION

19. Conditional Use Permit Renewal: Restaurant in a C-2 Zone – Don Ponchitos Café #5, LLC, 800 E. 1St Street, Lots 88 & 89, Mayberry Plaza UT No. 3, C-2, Jenny Hernandez, and Adoption of Ordinance #5469 - De Luna

On April 3, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was at the SE corner of Mayberry Road and E. 1st Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve Conditional Use Permit Renewal: Restaurant in a C-2 Zone – Don Ponchitos Café #5, LLC, 800 E. 1st Street, Lots 88 & 89, Mayberry Plaza UT No. 3, C-2, Jenny Hernandez, and Adoption of Ordinance #5469. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5469

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR A RESTAURANT IN A C-2 ZONE
– DON PONCHITOS CAFÉ #5, LLC, 800 E. 1ST STREET, LOTS 88 & 89, MAYBERRY PLAZA
UT NO. 3

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

20. Approval of Minutes – Carrillo

Regular Meeting – March 25, 2024

Special Meeting – April 01, 2024

21. Acknowledge Receipt of Minutes – Perez

Boys & Girls Club Board of Directors – February 20, 2024

Civil Service Commission – January 22, 2024

Mission Redevelopment Authority – February 27, March 8, 2024

Mission Tax Increment Reinvestment Zone – February 27, March 8, 2024

Mission Economic Development Corporation – February 28, 2024

Youth Advocacy Advisory Board – February 20, 2024

Citizen’s Advisory Committee – February 27, 2024

22. Approval to enter into an Election Services Contract with the Hidalgo County Elections Administrator for the May 4, 2024 City of Mission Charter Amendment Election pursuant to Texas Election Code Section 31.092(a) – Carrillo

Contract for election services between the City of Mission and Hidalgo County Elections Administrator to conduct and supervise the Charter Amendment Election to be held on May 4, 2024

23. Approval of Resolution #1899 designating Rio Grande Valley Metropolitan Planning Organization Members – Carrillo

Resolution appointing the alternate member of the RGV-MPO Board of Directors and designated proxies with all appropriate privileges in the absence of the Mayor and the alternate member.

All members may represent the governmental entity at any and all MPO Policy Committee meetings, but only one may exercise the right to vote.

Mayor Garza was recommending the appointment of Juan Pablo “JP” Terrazas, Assistant City Manager as Primary Alternate and Mike Perez, City Manager as Proxy.

RESOLUTION NO. 1899**A RESOLUTION DESIGNATING RIO GRANDE VALLEY METROPOLITAN PLANNING ORGANIZATION MEMBERS**

Mayor Pro Tem Plata moved to approve all consent agenda items 20 thru 23 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS**24. Approval of Ordinance #5470 authorizing and approving a transfer from the Designated Purpose Fund (ARPA) to the General Fund in the amount of \$1,885,272.02 – Vela**

The attached ordinance was necessary to allow for the transfer of funds in the amount of \$1,885,272.02 from the Designated Purpose Fund, specifically the “ARPA” funds, to General Fund to be used for government services as allowed by Treasury guidelines. Expenditures appropriated were fleet services, fleet service supplies, fuel and road material supplies. City Council approved a budget amendment for \$1,951,832 on December 18, 2023. Upon reconciliation of the available ARPA funds, staff had summarized expenditures available for transfer in the amount of \$1,885,272.02 as follows:

ARPA Local Fiscal Recovery Fund

Classification 3 – Professional and Technical Services	686,417.98
Classification 6 – Supplies	1,198,854.04

Grand Total ARPA Local Fiscal Recovery

(Designated Purpose Fund-15)	1,885,272.02
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Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5474 authorizing and approving a transfer from the Designated Purpose Fund (ARPA) to the General Fund in the amount of \$1,885,272.02. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5474**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AUTHORIZING AND APPROVING A TRANSFER FROM THE DESIGNATED PURPOSE FUND’S AMERICA**

RESCUE PLAN ACT OF 2021 (ARPA) GRANT AWARDED BY THE U.S. TREASURY TO THE GENERAL FUND AS REIMBURSEMENT FOR QUALIFYING GOVERNMENTAL SERVICE EXPENDITURES.

25. Award Multiple Bids for Five (5) Homes for Housing Assistance Program (HAP) Phase 23-I in the amount of \$436,500.00 – Longoria

On February 26, 2024, City Council authorized staff to solicit bids for five (5) homes. The City of Mission had accepted and opened five (5) bid responses. Staff recommended awarding these projects to the lowest responsive and responsible bidder for each home as shown below:

Calidad Construction, LLC \$436,500.00

Reconstruction:

408 E. Melba Carter St – \$87,100 (2/2 970 sq. ft.)

1047 N. Los Ebanos Rd – \$88,100 (2/2 970 sq. ft.)

222 N. Slabaugh Ave – \$87,100 (2/2 970 sq. ft.)

615 N. Francisco Ave – \$87,100.00 (2/2 970 sq. ft.)

3731 Garza St – \$87,100 (2/2 970 sq. ft.)

Calidad Construction, LLC met all the Terms & Conditions and Specifications and came within the budget of each project. CAC met on March 26, 2024, and approved staff's recommendation to award multiple projects to the lowest responsive and responsible bidder.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award Multiple Bids for Five (5) Homes for Housing Assistance Program (HAP) Phase 23-I in the amount of \$436,500.00. Motion was seconded by Councilman Vela and approved unanimously 5-0.

26. Authorization to Award 1st one-year renewal option with South Texas Landscapes Irrigation and Pest Control LLC for ROW Mowing & Maintenance Services – Bentsen

On May 10, 2023, the City of Mission entered into a contract agreement with South Texas Landscapes Irrigation and Pest Control LLC for Right-of-Mowing & Maintenance Services. The contract terms were for one-year with two, one-year renewal options based on a 2% increase for the first renewal. Staff was seeking authorization to renew Bid # 23-323-04-14 ROW Contract & Maintenance Services for the first-year renewal option from the original cost of \$175,640.00 with the 2% price increase at a cost of \$179,152.80. A budget amendment may be needed to comply with contractual obligations.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award 1st one-year renewal option with South Texas Landscapes Irrigation and Pest Control LLC for ROW Mowing & Maintenance Services. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

27. Authorization to engage Halff Associates, Inc for Civil Engineering and Surveying Services for design of Hoerner Road at a cost of \$98,000 to be reimbursed by Mission Redevelopment Authority/TIRZ #1- Terrazas

Authorization to engage Halff Associates, Inc. from the city's pool of engineers for Professional Engineering Services. Scope of services was for the extension of Hoerner Road along the west side of Home Depot. The cost of services is \$98,000 which would be reimbursed via a

Reimbursement Agreement approved by the Mission Redevelopment Authority/TIRZ #1 on January 23, 2024 and the City of Mission on February 12, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to engage Halff Associates, Inc for Civil Engineering and Surveying Services for design of Hoerner Road at a cost of \$98,000 to be reimbursed by Mission Redevelopment Authority/TIRZ #1. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

28. Approval of Work Authorization No. 25 with Melden and Hunt, Inc. for Walsh Road Improvements at a cost of \$108,333 to be reimbursed by Mission Redevelopment Authority/TIRZ #1 – Terrazas

Authorization to engage Melden and Hunt, Inc. from the city's pool of engineers for Walsh Road Improvements. Scope of services was for the proposed improvements of Walsh Road from Perez Street to Expressway 83. Project would connect Business 83 and Expressway 83. The cost of Work Authorization No. 25 is in the amount of \$108,333 which would be reimbursed via a Reimbursement Agreement approved by the MRA/TIRZ on January 23, 2024 and the City of Mission on February 12, 2024.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve Work Authorization No. 25 with Melden and Hunt, Inc. for Walsh Road Improvements at a cost of \$108,333 to be reimbursed by Mission Redevelopment Authority/TIRZ #1. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

29. Discussion of amended rules for Citizens Participation – Carrillo

After researching the rules for citizen participation in various cities, it became evident that there was a need for amended rules to address several concerns and to enhance the effectiveness of citizen engagement.

Staff and City Manager were seeking council direction.

Councilwoman Ortega requested to discuss item 29 in Executive Session.

Councilwoman Ortega moved to place item 29 on the April 22 agenda and to prepare an ordinance. Motion was seconded by Councilman Plata and approved unanimously 5-0.

UNFINISHED BUSINESS

30. TABLED 03/25/2024 - Rezoning: Tract #1: A tract of land containing 0.612 of one acre, being a part of portion of the Golf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1916 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#5470 - De Luna

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Diane Drive/Crystal Drive Intersection along the east side of Crystal Drive. On January 24th, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

31. TABLED 03/25/2024 - Rezoning: Tract #2: A tract of land containing 0.551 of one acre, being a part of portion of the Golf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1931 Meadow Way Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#5471 - De Luna

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Tahoe Drive/Meadow Way Drive intersection along the west side of Meadow Way Drive. On January 24th, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

32. TABLED 03/25/2024 - Rezoning: Tract #3: A tract of land containing 0.613 of one acre, being a part of portion of the Golf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1914 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#5472 - De Luna

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located near the Mauve Lane/Crystal Drive intersection along the east side of Crystal Drive. On January 24th, 2024 staff received a petition from the property owners within 200' radius reflecting 39% opposition to this request. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to storm sewer infrastructure, lift station replacement, potholes, increased traffic, noise, and safety. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Vela and approved unanimously, items 30 thru 32 were un-tabled.

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

Karen Prewitt, 2101 Mauve, stated that she was still against this item as were several of her neighbors. She was concerned about the elevation of the homes.

Gabriel Guerrero, developer, stated that in regards to the elevation concerns, they would be complying with all of the city's requirements for this and any drainage concerns. They were also willing to comply with building only one-story homes in the area if that was the recommendation of the city.

Mayor Pro Tem Plata mentioned that he had attended the town hall meeting and listened to all of the concerns from the residents in the area. He stated that all of their concerns would be taken into consideration when the developer returned to get approval on their subdivision plat.

Mayor Garza asked Ms. De Luna to send out notices to the residents advising them of the subdivision plat approval request.

Mayor Pro Tem Plata moved to approve the rezoning requests for: Tract #1: A tract of land containing 0.612 of one acre, being a part of portion of the Golf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1916 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#5470, Tract #2: A tract of land containing 0.551 of one acre, being a part of portion

of the Golf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1931 Meadow Way Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#5471, and Tract #3: A tract of land containing 0.613 of one acre, being a part of portion of the Golf Course and Lake Reserve out of Meadow Creek Country Club Phase I-B, 1914 Crystal Drive, PUD(AO-P) Agricultural Open Permanent to PUD(R-1) Single Family Residential, Meadow Creek Development, and Adoption of Ordinance#5472. Motion was seconded by Councilwoman Ortega and approved 4-1 with Councilman Vela voting against.

ORDINANCE NO. 5470

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.612 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1916 CRYSTAL DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL

ORDINANCE NO. 5471

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.551 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1931 MEADOW WAY DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL

ORDINANCE NO. 5472

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 0.613 OF ONE ACRE, BEING A PART OR PORTION OF THE GULF COURSE AND LAKE RESERVE OUT OF MEADOW CREEK COUNTRY CLUB PHASE I-B, 1914 CRYSTAL DRIVE, PUD(AO-P) AGRICULTURAL OPEN PERMANENT TO PUD(R-1) SINGLE FAMILY RESIDENTIAL

33. TABLED 03/25/2024 - Rezoning: A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Residential, Jorge E. Miranda, and Adoption of Ordinance#5473 - De Luna

On February 14, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site is located ¼ mile north of Mile 2 Road along the west side of Bryan Road. There was public opposition during the P&Z Meeting. The concerns voiced were in regards to traffic, and car accidents. The board unanimously recommended approval.

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

Omar Garcia, the new owner of said properties, would like to be considered for this rezoning.

Julian Gonzalez, 1204 E. Mile 2 Road, stated that his concerns were still the same as the previous meetings. He also stated that he turned in a petition in which 80% of the signatures collected were in opposition to the rezoning.

Joel Geshay, 1012 E. Mile 2 Road, stated that he was not in favor of this request for various reasons. He was concerned for the water, or lack thereof and the low density in the area. Mr. Geshay was also concerned that no plans had been reviewed. This was a two-lane road and the rezoning would bring increased traffic.

Dr. Ivan Melendez, 3304 N. Bryan Rd, spoke about this piece of land being historic. He also stated his concern with having the rezoning reviewed for approval without actually seeing any plans for the development of the area. He suggested that the process be to review the plans prior to considering the rezoning request.

Eduardo Rodriguez, worked for the developer, wanted to clear up a few things that were stated that he felt were inaccurate. He mentioned that many residents in neighboring areas did not want neighborhoods or multiple homes in their backyard; however, this was private property that was purchased with private money. Mr. Rodriguez felt as though citizens were using their wealth/status as a way to stop this project and as a result felt as though they, as developers, were being treated different. Their plan as developers was to bring in new homes to the area and/or businesses. They have followed the planning department's recommendations and will continue to do so moving forward.

Shelby Geshay, 1012 E. Mile 2 Road, was offended at the remarks made by Mr. Rodriguez. She stated that they were not opposed to having houses built; however, they did not want a subdivision with over 100 homes. They preferred less homes on larger lots. She was also concerned about the high traffic area and for the school children who walk to school along that area.

Julian Gonzalez, 1204 E. Mile 2 Road, stated that he had not once exerted his power or influence as stated by Mr. Rodriguez.

Kristi Davis, 3305 N. Bryan Rd, suggested that everyone take a step back and figure out a plan to work together on this project. She stated the area was beautiful and could be developed to include more greenery and maybe even a walking trail.

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

At 6:40 p.m., Councilwoman Ortega moved to convene into Executive Session to discuss item 33. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

Upon conclusion of Executive Session pertaining to item 33 at 7:04 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Councilwoman Ortega stated the residents would be notified and staff would be working diligently with the developers to address the concerns of the residents during the subdivision plat process.

Councilwoman Ortega moved to approve the Rezoning: A 27.969 acre tract of land out of Lot 29-10, West Addition to Sharyland, (AO-I) Agricultural Open Interim to (R-1A) Large Lot Residential, Jorge E. Miranda, and Adoption of Ordinance #5473. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

ORDINANCE NO. 5473

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING OF A 27.969 ACRE TRACT OF LAND OUT OF LOT 29-10, WEST
ADDITION TO SHARYLAND, (AO-I) AGRICULTURAL OPEN INTERIM TO (R-1A) LARGE LOT
SINGLE FAMILY

ROUTINE MATTERS

City Manager Comments – Charter Amendment Citizen Forums would be held on Thursday, April 11 at 6:00 p.m. at Leal Elementary, Tuesday, April 16 at 6:00 p.m. at John H. Shary Elementary and Thursday, April 18 at 6:00 p.m. at Shimotsu Elementary. A benefit BBQ would be held on April 20 from 11:00 a.m. to 2:00 p.m. for Sgt. Alejandro. Autism Day Event would be held on Saturday, April 20 from 11:00 a.m. to 1:00 p.m. at Bannworth Park.

City Council Comments - Councilwoman Ortega spoke about Paint Mission Beautiful. She was unable to attend; however, she was happy to see that there were a lot of volunteers present and it was a very successful event. She hopes to see this project continue moving forward. She also attended the Wine & Whiskers event on Saturday at the Mission Event Center and said it was a wonderful event as well. Mayor Pro Tem Plata spoke about Paint Mission Beautiful as well and how successful the event was. It was a great team effort and there were plenty of volunteers present. Councilwoman Gerlach wanted to encourage everyone to attend the Autism Awareness event. Councilman Vela echoed Ms. Gerlach's comments and invited everyone to attend the Autism Awareness event.

Mayor's Comments – Mayor Garza wanted to thank everyone for all their hard work and let them know they were appreciated.

At 7:20 p.m., Mayor Pro Tem Plata moved to convene into Executive Session on item 29 of the agenda and Executive Session items. Motion was seconded by Councilman Vela and approved unanimously 5-0.

EXECUTIVE SESSION

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) Consideration and possible action relating to Meet and Confer negotiations with Mission Firefighters Association, IAFF Local 3609 and selection of management negotiation team.
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) regarding Cimarron agreement with Tax Increment Reinvestment Zone (TIRZ) on Cimarron improvements.
3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) regarding contract with Melden & Hunt on Water Treatment Plant.
4. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) regarding Rail Crossing study with R.R.P. Consulting Engineers L.L.C.
5. 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.
6. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives.

Upon conclusion of Executive Session at 8:40 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 5-0.

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

1. Consideration and action, if any, related to Meet and Confer negotiations with Mission Firefighters Association, IAFF Local 3609 and selection of management negotiation team

Councilwoman Ortega moved to select Mike R. Perez, City Manager as the lead negotiator and Mayor Garza and Councilman Vela as part of the negotiating committee with the Mission Firefighters Association, IAFF Local 3609. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

2. Consideration and action, if any, related to Cimarron agreement with Tax Increment Reinvestment Zone

No Action

3. Consideration and action, if any, related to contract with Melden & Hunt

No Action

4. Consideration and action, if any related to R.R.P. Consulting Engineers L.L.C. Rail Crossing study

No Action

5. Consideration and action, if any related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D

No Action

6. Action, if any, regarding evaluation of City Manager regarding goals and objectives

No Action

ADJOURNMENT

At 8:45 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Mike R. Perez, City Manager

- Acknowledge Receipt of Minutes – Perez
- Speer Memorial Library Board – December 12, 2023
- Shary Golf Advisory Board – March 6, 2024
- Parks & Recreation Board – March 12, 2024
- Boys & Girls Club Board of Directors – March 19, 2024
- Youth Advocacy Advisory Board – March 19, 2024

NATURE OF REQUEST:

See Attached Minutes

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

SPEER MEMORIAL LIBRARY BOARD

The Speer Memorial Library Board met for its regularly scheduled meeting on December 12, 2023, at Speer Memorial Library.

A. Call to order

The Meeting was called to order by Elizabeth Garza at 5:01 p.m.

Attendance was taken.

Present:

Elizabeth Garza

Mayra Rocha

Cynthia Leon

Perri Ann Huntley

Lina Cruz

Absent:

Charles Austin, M. D

Kathy Brown

Beth Blanton

Library Staff Present:

Yenni Espinoza, Library Director

1. Approval/Disapproval of Absences

All absences for the September 19, 2023, meeting were approved as excused as they were work or out-of-state travel-related absences.

2. Board Minutes

Lina Cruz moved to approve the minutes as presented for the September 19, 2023, Speer Memorial Library Board Meeting. Cynthia Leon seconded the motion and the motion passed unanimously.

3. Treasurer's Report

Elizabeth Garza stated that the current balances in both the Breyfogle and MacDonald accounts, with activity as of October 14, 2022, were attached for review. She stated that the MacDonald account has a balance of \$27,476.62 and the Breyfogle account has a balance of \$6,811.75. The treasurer's report will be filed for audit.

B. Routine Business

4. HCLS

Yenni Espinoza, Library Director reported HCLS meetings information: She highlighted that HCLS will be holding off on updating its system of checking in and checking out books in the catalog/collection database. They will look back in updating the system in the following year by March if possible. Yenni mentioned that she was nominated to be the President of the HCLS board for the next term. Another update is the Sullivan public library is opening up this month of December and the Palmview public library is going to be opening in the summer. They would like to be added to the HCLS board and after they are accredited to be added to the budget from the county.

5. Friends of the Library

Yenni Espinoza reported that the "Friends of the Library" were able to put in the documents from 2022 and 2023 that are needed for the CPA to be audited and be reviewed by the IRS to become a non-profit.

6. Librarian's Report

Yenni Espinoza presented the Board members with the monthly reports for the months of October up to today. Circulation had new 3D Printing classes that had a good turnout and patrons had a wonderful time printing their own snowflakes. Yenni Espinoza reported on the numerous library activities held each month which included that The Children's Department had their usual Kids Animanga Club that meets each week on Wednesdays. The Children's Department continues to host their usual activities, on Tuesdays, they have Arts & Crafts at 6 p.m. Toddler Time every Wednesday at 10 a.m. Scavenger Hunt on Saturdays at 2 p.m., and Family Movie Nights every Sunday at 2 p.m. In October the Children's Department also held its first-ever Book character costume contest.

The Teen Department programming hosted different Video Game Tournaments throughout the months. They also had craft events and movie nights throughout every month. On Wednesdays, the teen department focuses on programming anime and manga for crafts, movies, and learning Japanese. They have recently added on Thursdays an activity called K-Pop Hour that includes learning about Korean culture, food, and music. In October they celebrated a new event Can You Outrun Michael Myers and a Costume Contest.

Yenni stated that the Book Club had their usual meetings throughout the months when they had book discussions on books like "The Seven Husbands of Evelyn Hugo" By Taylor Jenkins Reid. The Reference Department also hosts a Coloring with The Classics class on Tuesdays at 10 am, Computer Classes every two weeks on Wednesdays at 2 pm and 6 pm, Game Time Cafe on Fridays at 10 am, and Movies once a month on a Saturday at 2 pm. She further stated how they are making a Cloud Library class to teach people how to get an account so patrons can use the App better and will be able to see the audiobooks, E-books, movies, and magazines. Yenni showed the board the new website we are working on for the library and the updates the website will come with. Yenni told the board that on December 14, the library will be having a Christmas Celebration event. Yenni Espinoza finalized the librarian's report.

C. Any Discussion or Action on Board Items -

7. Nomination of New Officer –

The board Committee to appoint new officers met on November 28, 2023. The Committees recommendation was: President – Cynthia Leon, Vice-President – Mayra Rocha, Secretary – Lina Cruz, Treasurer -Perri Ann Huntley. Elizabeth Garza moved to approve the new officers, and Mayra Rocha seconded the motion. The motion passed unanimously.

8. Discussion and Possible Action to Amend By-Laws –

The library board members, amended the By-Law in Article 2 Section 1 to have the library board consisting of seven (7) members serving on the board. The second amendment in the By-Laws was from Article 4 section 1 that the library board shall meet quarterly every third Tuesday of the month at five (5) p.m. in the library, except for July. Four (4) voting members must be present to constitute a quorum to conduct the board's affairs. Cynthia Leon moved to approve of the amendments made, and Perri Huntley seconded the motion. The motion passed unanimously.

D. Unfinished Business – None

E. New Business – None

F. Announcements or Remarks

The next Speer Memorial Library Board meeting is tentatively scheduled for March 19, 2024, at 5:00 p.m.

G. Adjournment

Mayra Rocha made a motion to adjourn the meeting and Lina Cruz seconded the motion which passed unanimously. Elizabeth Garza adjourned the meeting at 5:59 p.m.

Library Board Secretary



(Lina Cruz)

Date 03/07/2024

SHARY GOLF ADVISORY BOARD

March 6th, 2024

MINUTES

I. CALL TO ORDER

- Mr. Isaac Martinez called the meeting to order.

II. ROLL CALL

- The following board members were present: Mr. Martinez, Mr. Salinas, Mr. Lau, Mr. T. Garza, Mr. Flores
- The following board members were absent: Mr. C. Garza, Mr. J. Barrera.
- The following staff members were present: Mr. Fernuik, Golf Director and Andy Garcia, ACM, Monica Trevino Admin. Assistant.

III. Approval of Minutes

- The minutes from January 17, 2024 were approved.

IV. Public Participation

- None

V. Golf Director's Reports

- Golf Director's Report
 - Revenue report January & February 2024 Comparing to 2023
 - January revenues were \$113,780.74 vs \$138,488.00 in 2023. Decrease largely in part to green fees and cart fees being down.
 - February revenues were \$118,744.55 vs \$104,632.28 in 2023. Increase of rounds equated to a increase in green fees & cart fees. Prepaid memberships were consistent with 2023.
 - Status of Items for Improvement
 - MEDC funded items necessary for the golf course operation. Items will be procured through the City of Mission process. Items include ball washers, flags, flagsticks, water cooler enclosures, etc.
 - Bench Craft a company who designs hole signs, benches then sells advertising to pay for the cost was discussed.
 - A list of 10 Prioritization projects supplied by Golf Course Superintendent Efrain Gutierrez for the spring and summer were discussed Projects were but not limited to, back of the range netting, aerification of greens, drainage project # 1 fairway, green verticutting, #16 tee box, applying the pre-& post emergent fertilizer.
 - Long Term Issues
 - Lack of irrigation water and possible solutions were discussed. City of Mission does not have the infrastructure currently to get effluent water to the golf course. Drilling a water well to complement the water received from United Irrigation is a possibility. Water situation regarding Falcon Dam is serious and conditions could worsen as summer approaches.
 - Concerns of not getting the proper water flow when paying by the hour is being addressed.

VI. NEW BUSINESS

- Future Shary Golf Course Bylaw Revision
- Master Fee schedule being implemented city wide.
- Possible web design improvement and technology improvement.

VII. OLD BUSINESS

- Golf Course Needs
 - 3 pieces of golf course equipment including a fairway mower and two green aerifiers have been ordered through the capital outlay account. Expected delivery is in September.

VIII. CHAIRMAN'S COMMENTS

- Mr. Martinez mentioned the importance of continuing getting the golf course improved and working together. .

IX. ADJOURNMENT

PARKS AND RECREATION BOARD MEETING
March 12, 2024

<u>BOARD MEMBERS PRESENT</u>	<u>STAFF</u>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
Karina Garza	Pete Charles
Maggie Guajardo Pena	
Julissa Martin	Juan Calderon
Mark Minton	

Call to Order

Tony Guerrero called the meeting to order.

Roll Call

Roll call was taken and quorum was met.

Prayer

Chris Voss led us in prayer.

Approval of Minutes

The Board Members approved the minutes for the February 13, 2024 Board meeting. Motion to approve was made by Maggie Guajardo Pena and seconded by Julissa Martin. The motion to approve minutes passed unanimously.

CITIZEN PARTICIPATION

N/A

UPDATE OF PARKS

Parks Staff prepared the ballfields, restrooms, and park for the Mission Fast Pitch tournament but tournament was cancelled due to weather.

Parks employees are currently doing their yearly fertilization projects, starting with all the baseball fields and then continuing on to the Parks.

Finished a landscape project at the Speer Memorial Library by creating borders around the landscape beds to prevent the soil and mulch from over spilling into the parking lot.

The graffiti crew removed the graffiti that was found on the restrooms, canopies, and concrete areas at the Hollis Rutledge Park. The Mission Police department was called and a police report was made.

The Parks employees assisted with the set up and tear down of several events over the past month such as: The Winter Texan Fiesta at La Placita hosted by the Chamber of Commerce, the Employee Appreciation Month Luncheon, Sanitation Departments Ribbon cutting for the Recycling Drop off Center, Fire Department vs Police Department Softball Faceoff, and the Staycation. Parks department is also providing a vehicle and driver every time they need to travel to other events.

UPDATE OF RECREATION

Voting finally ended at Parks and Recreation building, so Recreation gym and building were back to operating hours and activities.

Basketball league continues, two more weeks before playoffs.

First Baseball tournament took place at Bentsen Palm Park the first weekend of March.

This past Music at the Park had a rather low turnout due to a last-minute cancellation of entertainment from Mission CISD.

This upcoming weekend, a Sanrio Fest event at will be hosted at the Mission Parks and Recreation building with an expected 800-100 attendees.

Recreation Department is currently working with CBDG department on the next Music at the Park and Spring Rally event, this joined event will take place on April 12th. Currently the entertainment lineup has been solidified.

Aquatics Update

Valley Armature is currently fixing the pump on the slide at the Mayberry Pool, the slide should be up and running in the next week.

Both pools are currently getting prepared to be opened for the summer hours and programs.

Lap swimming and school practices continue at the Bannworth Pool Facility.

New Business

There was a pre-bid meeting this morning for the new restrooms that will be installed at the City Parks. On March 26th all bids must be submitted and will be taken to the first City council meeting in April.

A concrete pad and shelter will be installed on the south side of the Parks and Recreation building to store the portable restrooms, funds for this project will be given by CDBG.

Updates were given on the progress of Lions Park, the playground equipment has been delivered but has not been installed yet, also the installation of the splash pad is still pending.

Trail lights have been installed and trail has been excavated at Lions Park, currently still pending 4 trail lights. The retaining walls have also been set in the concrete pads for the equipment to be installed.

Mr. Bentsen discussed meeting with Irma Flores who is overseeing the needs at Astroland Park. Currently they are performing a study to use \$250,000 to possibly dig a retention pond at the Park, this is why the purchase of new playground equipment for Astroland Park is still up in the air.

Options for new playground equipment for Astroland park was discussed amongst the board members, if funding is not provided for new playground equipment from CBDG then the option of using equipment from Lopez Park was brought up as a possibility. The playground equipment at Lopez Park is being unused that is about 15 years old and in good condition and could be suitable for Astroland Park. However, the debate is if Lopez Park should also get new playground equipment like Bannworth did. Moving the playground equipment out of Lopez Park will also benefit the park since that area needs to be cleaned out, and maybe in the future create a soccer field out there, the only concern is if the neighborhood of Astroland will accept that.

Mission Inland Trail Park plans were supposed to be complete by October and were then pushed to be completed by December but are still pending to be presented to the Hidalgo County Draining District. Still need another 60-90 days for the team to finish the design work.

Old Business

As previously discussed in past board meetings, the process of relocating ducks from the Bannworth Pool is still in the works. Currently 14 ducks have been moved out of the Bannworth Park pond to the Bentsen Park pond. The City has been given permission to relocate the domesticated ducks, and Sharyland Plantations HOA is wanting the ducks relocated to their neighborhood ponds.

Adjournment

Karina Garza made a motion to adjourn the meeting and was seconded by **Mark Minton**. The Board voted unanimously to approve.

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

The Board of Directors of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, March 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 1:11 p.m.

II. Approval of 501c3 Minutes for February 20th, 2024 Meeting

After a brief review, a motion was made by S. Cruz to approve the minutes for the February 20th, 2024 501c3 meeting; the motion was seconded by P. Geddes; the motion carried forward unanimously.

III. 501C3 Financial Report

Christian Garza 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 months of December and January. The December Financial Statements were discussed first and several questions were entertained. After a brief conversation, a motion was made by S. Cruz to approve the financial packet for the month of December; the motion was seconded by P. Geddes; the motion carried forward unanimously.

January's financial report was discussed and some questions were also generated. After a brief conversation, a motion was made by S. Cruz to approve the financial report for the month of January; the motion was seconded by R. Reyna; the Board voted unanimously to approve the motion.
(Financial Packets for the months of December and January attached)

IV. National Conference

R. Venecia announced to the Board that the agenda for the Boys and Girls Clubs of America National Conference is available. He asked if any Board Members would like to attend. The conference will be held in New Orleans this year. Mr. Venecia asked the Board if they would allocate \$10,000.00 for travel expenses to take a group of Board Members and staff to the Conference. This amount would cover the cost of approximately six people to attend. After a brief conversation concerning the events, a motion was made by R. Lopez to allocate \$10,000.00 for the travel expenses to the BGCA National Conference; the motion was seconded by S. Meyers; the motion passed unanimously.
(Expense report attached)

V. NDOA Report

R. Venecia shared with the Board his recent trip to Washington, DC. He, along with other local Club Directors, were able to share their concerns with our local delegates at the Federal level. He also stated that the representatives in Washington were very supportive and willing to help us out as much as possible. More information to be forthcoming . . .

VI. Texas Alliance Dues

R. Venecia reviewed with the Board the current amount of grant money the Club receives from the Boys and Girls Clubs of America Texas Alliance. The grant is very consistent and it is worth being a part of the program. However, the Club does have to pay annual dues to remain in the alliance, and eligible for the grant. Mr. Venecia asked the Board to allocate the yearly dues to remain eligible for the grant. After a brief discussion, a motion was made by R. Lopez to allocate the cost of the dues from 501C3 funds; the motion was seconded by N. Ortiz; the motion carried forward unanimously.
(Texas Alliance Membership Dues attached . . .)

Continued ...

VII. Veri-Screen

R. Venecia informed the Board that the Boys and Girls Clubs of America has higher standards for background checks for all staff members associated with the organization. The city utilizes a three-point background check and BGCA requires a five-point background check. Mr. Venecia stated that other Clubs utilize the Versi-Screen system for compliance with the BGCA standards. After a brief discussion, a motion was made by S. Cruz to approve the funds to allow the Club to follow the standards that the Boys and Girls Clubs of America recommends; the motion was seconded by A. Ortega; the motion carried forward unanimously.
(Veri-Screen Invoice attached . . .)

VIII. Great Futures Breakfasts


R. Venecia shared with the Board an example of how some clubs disseminate information to their respective communities. In this example, one club in central Texas holds a breakfast social to distribute information to the community for an upcoming event. Mr. Venecia added that he would like for the Board to perhaps use these types of activities to garner community interest in the Club. More information to be forthcoming.

IX. Announcements

H. Rodriguez asked the Board if any members would like to share anything with the group. S. Cruz announced that he will be conducting a Safety Committee Meeting for the following week. He will be in contact with the committee members; R. Venecia announced that the City has a new City Manager. Mike Perez will be the new City Manager.

X. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn the meeting. A motion was made by N. Ortiz; the motion was seconded by R. Lopez; the motion passed unanimously. Adjournment time was 1:47 p.m.



Xavier Sanchez
Operations Administrator

Sergio Cruz
BGCMB Board Secretary



BOYS AND GIRLS CLUB OF MISSION

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

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

Board Members Present:

Henry Rodriguez	Rebecca Lopez	Rolando Reyna
Sergio Cruz	Peter Geddes	
Nanette Ortiz	Scott Meyer	
Aimee Ortega	Jennifer Lee Venecia	

Board Members Absent:

Christine Barrera
Jesus Garcia

BGCM Staff:

Rick Venecia	Sujel Rodriguez	Guests:
Xavier Sanchez	Nanette Galvan	Christian Garza
	Abraham Gutierrez	

I. Call to Order

H. Rodriguez called the meeting to order at 12:41 p.m.

II. Approval of Minutes for the February 20th, 2024 Meeting

After a brief review, a motion was made by S. Meyer to approve the minutes for the February 20th, 2024 Board Meeting; the motion was seconded by R. Reyna; the motion carried 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 stated that his priority is to increase the number of members currently enrolled. He did also mention that the Club is gearing-up for the Summer Program and preparations are underway for that. Furthermore, he did update the Board on the changes that were going to be implemented before the Summer Program.

V. Programs Report

N. Galvan reported that the Club had a very successful Spring Break Program. The Club did have a good group of students in attendance for the week. She also informed the Board of the plans the Club will have for the upcoming Spring Holidays.
(Program Coordinator's Report attached)

Continue . . .

VI. Athletics Report

E. Villarreal reported for the Athletic Department. He reviewed with the Board the current Basketball league status and registration procedures for the upcoming Basketball/Softball league. He also reported that there are approximately 63 teams enrolled for the basketball league. Sharyland ISD is also participating in Flag Football and Volleyball through the Sports Department as well. Some discussion was also generated concerning the Baseball rules and regulations for Pony League play. Also, if there were alternatives to the Pony League tournament . . .
(Athletic Coordinator's Report attached)

VII. Grants Report

R. Venecia reported to the Board the current number of grants that the Club has been able to secure. He also added the monetary amounts associated with the grants and which grants have expired. Mr. Venecia also stated that his visit to Washington had led to more possible federal grants that could be utilized for the Club as well.

VIII. Chairperson Comments

H. Rodriguez stated that he had no announcements at this time . . .

IX. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn this part of the Advisory Board meeting. A motion was made by R. Lopez; the motion was seconded by N. Ortiz; the motion passed unanimously. Adjournment time was 1:11 p.m.



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Roel Mendiola, Sanitation Director
AGENDA ITEM: Authorization to purchase 1000 Residential Refuse Carts from Otto Environmental Systems via HGAC #RC01-21 – Mendiola

NATURE OF REQUEST:

Authorization to purchase 1000 residential refuse carts for our Residential Division. Due to the city's rapid growth, the Sanitation Department is requesting these refuse carts to keep up with the demand and the city's current services. Carts will be purchased from Otto Environmental Systems via HGAC contract #RC01-21. Residential carts will now feature a QR code with routing information for both residential and brush as well as tips for proper disposal.

BUGETED: Yes **FUND:** Solid Waste **ACCT. #:** 05-410-64235
BUDGET: \$210,000 **EST. COST:** \$56,190 **CURRENT BUDGET BALANCE:** \$207,765

BID AMOUNT: \$56,190

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 _____

Duramax Holdings LLC
 DBA Otto Environmental Systems
 12700 General Drive
 Charlotte, NC 28273



Quote: 24193

Roel Mendiola
 City of Mission
 105 Abelino Farias
 Mission TX 78572

Dear Roel,

Thank you for allowing Otto Environmental Systems North America, Inc. the opportunity to present this quotation to City of Mission. Please let me know if you have any questions, and thank you for your interest.

Proposal Valid: January 30, 2024 - May 31, 2024

Line	Product	Description	Quantity	Net Price	Net Value
10	9786560-F10OC000HH-TXMISSION01	95 Gal Mil Trash Cart TXMISSION (SK)	1,000 Each	51.99 USD / 1 Each	51,990.00 USD
		List Price	51.99 USD / 1 Each		51,990.00 USD
		Freight	4,200.00 USD		4,200.00 USD
Cart Style: 95 Gal Mil 10-Stack/Metal Bar/Bib/One Handle Cart Base Color: 65 - Forest Green Lid Color: 60 - Black Wheel: WHLIM10 - 10" WHEEL X .844 INJCT MLD					

Total Item Net Value	51,990.00 USD
Freight	4,200.00 USD
Total	56,190.00 USD

Payment Terms: 30 days net

All Credit Card transactions are subject to a 2.5% processing fee.

HGAC Contract number: RC01-21

Freight is \$2100 per truck this order is 2 trucks worth of carts!

Otto Environmental Systems North America, Inc.
12700 General Drive, Charlotte, NC 28273



Quote: 24193

Page: 2 / 4

Orders containing premium colors may or may not include extended lead times.

Sincerely,

Brian Buerkett

Brian.Buerkett@otto-usa.com

Otto orders are assumed to ship when ready unless prior arrangements have been made via your Otto contact.

In the absence of prior arrangements, storage fees may accrue and be invoiced for any items held more than 30 days from the date of completion of your order.

Terms & Conditions for Quoted Freight

The quoted freight rate is for reference only and may change if shipping variables change before shipment. In the event of a change, the adjusted freight rate will be communicated ahead of shipment.

Fuel surcharges are subject to market fluctuation and actual surcharges invoiced by the carrier will be invoiced to the customer.

Quoted freight rates are based upon shipment of your order during regular shipment days (Monday - Friday). Should after hours, weekend, or holiday shipment be needed, additional fees will apply, and the corresponding freight rate will be communicated ahead of shipment.

Should you require weekend shipping, these freight rates will be quoted separately, as they are normally higher in cost than shipments during the regular workweek (Monday - Friday).

Quoted freight rates assume shipping of your order 48 hours from the time of order completion. Customer will be charged for shipment premiums requested by a customer before the minimum 48-hour notice.

Should a delivery address change before the shipment of your order, an adjusted freight rate will be communicated ahead of shipment. Should a delivery address change after the shipment of your order, a re-consignment fee will be charged once all updated charges are known by the carrier.

Detention Fees - If customer holds up driver at destination and carrier charges Otto detention fees (typically after 2 hours), customer will be invoiced the actual charge along with an administration fee.

TERMS AND CONDITIONS OF SALE

NOTICE: THE OFFER, ORDER ACKNOWLEDGEMENT, ORDER ACCEPTANCE, OR SALE OF ANY PRODUCTS DESCRIBED ON THE FRONT SIDE OF THIS DOCUMENT IS SUBJECT TO AND CONDITIONED UPON ACCEPTANCE OF THE TERMS CONTAINED IN THIS INSTRUMENT. ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY PURCHASER ARE OBJECTED TO BY AND WILL NOT BE BINDING UPON OTTO ENVIRONMENTAL SYSTEMS NORTH AMERICA, LLC OR OCM SOLUTIONS, LLC (AS THE CASE MAY BE) ("OTTO") UNLESS SPECIFICALLY ASSENTED TO IN WRITING BY OTTO. UNLESS EXPLICITLY OBJECTED TO BY PURCHASER IN WRITING RECEIVED BY OTTO WITHIN FIVE (5) BUSINESS DAYS, THESE TERMS AND CONDITIONS OF SALE SHALL APPLY TO THIS OFFER, ORDER OF ACKNOWLEDGEMENT, ORDER ACCEPTANCE, OR SALE, WHETHER OR NOT THEY APPLIED TO A PRIOR PURCHASE BY PURCHASER. AS USED IN THESE TERMS AND CONDITIONS OF SALE, "PRODUCTS" MEANS THOSE PRODUCTS SET FORTH ON THE FRONT SIDE OF THIS DOCUMENT.

1. **ACCEPTANCE.** All orders received by Otto are subject to final acceptance or confirmation by Otto and no terms or orders are binding upon Otto until so accepted.
2. **DELIVERIES.** Unless otherwise specified by Otto in writing, all deliveries are F.O.B. Otto's place of business (UCC Terms). All deliveries shall be made via common carrier or some other reasonable means chosen by Otto. All risk of loss to Products sold shall pass to Purchaser upon delivery by Otto of such Products to a common carrier. Title to the Products shall remain with Otto until Purchaser pays the purchase price in full to Otto. Delivery is conditional on the timely receipt by Otto of documents necessary for the completion of the order, any down payment, and Purchaser's compliance with these terms and conditions. Delivery schedules represent Otto estimates only, and partial deliveries are permissible. Otto will use reasonable efforts to meet delivery schedules. Otto will not be liable for any delay in the performance of orders of contracts, or in the delivery or shipment of Products or for any damages suffered by Purchaser by reason of such delay. Delivery is subject to Purchaser maintaining credit satisfactory to Otto. Otto may suspend or delay performance or delivery at any time pending receipt of assurances, including full or partial prepayment or payment of any outstanding amounts owed, adequate to Otto in its discretion of Purchaser's ability to pay. Failure to provide such assurances shall entitle Otto to cancel this contract without further liability or obligation to Purchaser.
3. **RECEIVING DELAYS.** If for any reason Purchaser fails to accept delivery of any of the Products on the date set forth in the delivery schedules, or if Otto is unable to deliver the Products on such date because Purchaser has not provided appropriate instructions, documents, licenses or authorizations: (i) risk of loss to the Products shall pass to Purchaser and (ii) Otto, at its option, may store or arrange for a third party to store the Products until Purchaser picks them up, whereupon Purchaser shall be liable for all related costs and expenses (including, without limitation, storage and insurance).
4. **PRICES.** Unless otherwise specified by Otto on the front side of this document, prices are quoted F.O.B. Otto's place of business (UCC Terms). Prices are subject to change by Otto without notice to Purchaser, and those prices set forth on the front side of this document will apply to the order. Prices do not include sales, use, excise, privilege, or any similar tax levied by any government, and Purchaser shall pay any such applicable tax. Upon the request of Otto, Purchaser shall provide Otto a tax exemption certificate acceptable to the appropriate taxing authorities.
5. **TERMS OF PAYMENT.** Unless otherwise specified by Otto on the front side of this document, the purchase price shall be due in full by Purchaser thirty (30) days of tender of delivery of the Products. Extension of credit, if any, may be changed or withdrawn by Otto at any time. Invoices not paid by their due date will be subject to carrying charges. Carrying charges shall accrue and be added to the unpaid balance in the amount of one and one-half percent (1-1/2%) per month of any overdue unpaid balance, or the maximum rate permitted by law, whichever is less. Purchaser shall reimburse Otto for the costs of collection, including, without limitation, reasonable attorneys' fees, of any overdue amount owed by Purchaser to Otto, and such collection costs shall also be subject to the carrying charges. Purchaser may not hold back or set off any amounts owed to Otto in satisfaction of any claims asserted by Purchaser against Otto.
6. **RETURNED GOODS AND CLAIMS.** Within ten (10) business days of delivery to Purchaser, Purchaser must give written notice to Otto of any claim by Purchaser based upon the condition, quantity, or grade of the Products sold or of any claimed nonconformity with the Purchaser's specifications, and the notice must indicate the basis of the claim in detail. Purchaser's failure to comply with this Paragraph shall constitute irrevocable acceptance by Purchaser of the Products delivered and shall bind Purchaser to pay to Otto the full price of such Products.
7. **CANCELLATION/CHANGES.** Purchaser may not cancel or change an order once placed with and accepted by Otto except with the prior written consent of Otto and upon terms that will indemnify Otto against any loss. Otto may correct mathematical or clerical errors.
8. **WARRANTY. OTTO IS SELLING TO PURCHASER THE PRODUCTS AND PURCHASER ACCEPTS THE PRODUCTS "AS IS," AND OTTO EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, ARISING FROM COURSE OF DEALING OR USAGE OF TRADE, OR STATUTORY, INCLUDING BUT NOT LIMITED TO THE IMPLIED CONDITIONS AND WARRANTIES OF MERCHANTABILITY, QUALITY, FITNESS FOR A PARTICULAR PURPOSE, CORRESPONDENCE WITH DESCRIPTION OR QUALITY, TITLE, QUIET POSSESSION AND NON-INFRINGEMENT.**

Descriptions, representations and other information concerning Products contain Otto's catalogs, advertisements or other promotion materials or statements or representations made by Otto sales representatives or distributors shall not be binding upon Otto.

Item 20.

In no case shall Otto be liable for any special, incidental or consequential damages based upon breach of contract, negligence, strict liability, tort or any other legal theory, even if Otto is notified of the possibility of such damages. In all cases, Otto's maximum liability arising out of or relating to these Terms and Conditions and any Purchase Order, regardless of the legal theory, shall not exceed the contract price actually paid by Purchaser in respect of the Products supplied by Otto to which such liability relates. Otto shall not be liable for any loss, damage, detention or delay due directly or indirectly to causes beyond its reasonable control, such as acts of God, acts of Purchaser, acts of civil or military authority, fires, strikes, floods, epidemics, war, riot, delays in transportation, government restrictions or embargoes, or difficulties in obtaining necessary labor, materials, manufacturing facilities or transportation due to such causes.

9. **INDEMNIFICATION.** Purchaser will defend, indemnify and hold harmless Otto against all claims, losses, liabilities, damages and expenses on account of any damage to property or injury or death of persons caused by or arising out of or relating to Purchaser's (and/or any of Purchaser's employee's, agent's, affiliate's and customer's) distribution, storage, handling, use, or disposal of Products or caused by or arising out of: (i) any breach of contract by Purchaser; (ii) any tortious acts or omissions of Purchaser (and/or any of Purchaser's employees, agents, affiliates and customers); or (iii) any willful misconduct or any violation by Purchaser (and/or by any of Purchaser's employees, agents, affiliates and customers) of any applicable law, rule or regulation.
 10. **SECURITY AGREEMENT.** Purchaser hereby grants to Otto a continuing purchase money security interest in all Products sold and/or delivered to it and the proceeds thereof. Purchaser shall execute and deliver any financing statements and other documents that Otto may reasonably require for the perfection of Otto's security interest, and Purchaser hereby authorizes Otto to do all other acts reasonably necessary for the establishment, perfection, preservation, and enforcement of its security interest. Purchaser shall maintain adequate insurance against casualty, loss, fire, or theft of the Products for so long as the security interest is in effect.
 11. **LIMITATIONS.** Any action by Purchaser under or relating to this Agreement or the Products sold must be commenced within one (1) year after such cause of action has accrued.
 12. **GOVERNING LAW; JURISDICTION.** This Agreement, and any and all claims arising out of or related to this Agreement or any of the proposals, negotiations, communications or understandings regarding this Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina ("North Carolina") applicable to contracts made entirely within and wholly performed in North Carolina, without regard to its choice of law provisions. Any claim, action, suit or other proceeding initiated under or in connection with these Terms and Conditions or any Purchase Order may be asserted, brought, prosecuted and maintained only in any federal or state court in the State of North Carolina having jurisdiction over the subject matter thereof, and the parties hereby waive any and all right to object to the laying of venue in any such court and to any right to claim that any such court may be an inconvenient forum. The parties agree that the United Nations Convention on Contracts for the International Sale of Goods shall not apply to this Agreement.
 13. **CUMULATIVE REMEDIES; WAIVER.** Except where specifically stated to the contrary, all remedies available to the parties for breach of this Agreement under this Agreement, at law or in equity, are cumulative and may be exercised concurrently or separately, and the exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies. No waiver by either party to this Agreement of any breach of any provision of this Agreement shall be deemed a course of conduct or a waiver of a subsequent breach of that or any other provision.
 14. **ENTIRE AGREEMENT.** Otto and Purchaser acknowledge that these Terms and Conditions of Sale together with Otto's invoice, constitute the entire agreement between Otto and Purchaser with regard to the sale or transfer of the Products sold and supersede all prior oral or written statements of any kind made by the parties or their representative. These Terms and Conditions of Sale may not be amended, modified, or supplemented except by written agreement executed by Otto and Purchaser.
 15. **SEVERABILITY.** If any portion of this Purchase Order is found by a court of competent jurisdiction to be invalid or unenforceable, this Purchase Order shall be construed in all respects as if the invalid or unenforceable portion had been omitted and all other portions are fully enforceable.
 16. **ACCOUNT CREDITS.** In the event that the Purchaser is entitled to a credit because of a warranty claim or a price adjustment, Otto will honor the credit for a period of six (6) months from the date of the credit invoice. Any credits claimed after six (6) months will be deemed expired. Additionally, Otto will not provide cash for any claim for credit, but will only allow credits to be redeemed for product.
- AFFIRMATIVE ACTION. This contractor and subcontractor shall abide by the requirements of 41 CFR § 60-1.4(a), 60-300.5(a), and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender**

identity, national origin, protected veteran status or disability. Rev 5/1/2019

FORM D - OFFERED ITEMS PRICING			RC01-21
Procurement No.: RC01-21			
Offeror Name:	Duramax Holdings LLC dba: OTTO Environmental Systems		
H-GAC Product Code	Item Description (Offeror may not change any description or add items)	Offered Price	Minimum Qty
	A. Curbside Recycling Bins		
RC21A78	Otto Environmental Systems RC-18: curbside recycling bin, 18 gallon capacity, injection molded	\$9.66	100
RC21D40	Otto Environmental Systems One Cubic Yard Commercial Container: Plastic-steel hybrid "Triumph" model, 200 gallon capacity, commercial/industrial container, front load application, rotationally molded, dual hinged lid	\$767.80	10
RC21D41	Otto Environmental Systems Three Cubic Yard Commercial Container: Plastic-steel hybrid "Triumph" model, 600 gallon capacity, commercial/industrial container, front load application, rotationally molded, dual hinged lid	\$1,264.00	10
RC21D42	Otto Environmental Systems Four Cubic Yard Commercial Container: Plastic-steel hybrid "Triumph" model, 800 gallon capacity, commercial/industrial container, front load application, rotationally molded, dual hinged lid	\$1,682.00	10
RC21D43	Otto Environmental Systems Six Cubic Yard Commercial Container: Plastic-steel hybrid "Triumph" model, 1,200 gallon capacity, commercial/industrial container, front load application, rotationally molded, dual hinged lid	\$1,682.00	10
RC21D44	Otto Environmental Systems Eight Cubic Yard Commercial Container: Plastic-steel hybrid "Triumph" model, 1,600 gallon capacity, commercial/industrial container, front load application, rotationally molded, dual hinged lid	\$1,965.70	10
RC21D45	Otto Environmental Systems Two Cubic Yard Commercial Container: Plastic-steel hybrid "Triumph" model, 400 gallon capacity, commercial/industrial container, rear load application, rotationally molded, dual hinged lid	\$925.10	10
RC21E28	Otto Environmental Systems MSD-95MO: 95 gallon capacity "Momentum" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$51.99	100
RC21E29	Otto Environmental Systems MSD-95M: 94 gallon capacity "Millennium" residential rollout cart: universal dumping design, injection molded, rotating steel stop bar, 10" wheels	\$51.99	100
RC21E30	Otto Environmental Systems MSD-65E: 65 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$48.36	100

RC21E31	Otto Environmental Systems MSD-95E: 95 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$54.40	100
RC21E84	Otto Environmental Systems MSD-25E: 25 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, integrally molded stop bar, 8" wheels	\$36.26	100
RC21E85	Otto Environmental Systems MSD-45E: 45 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, integrally molded stop bar, 8" wheels	\$42.31	100
RC21E89	Otto Environmental Systems MSD-35E: 35 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, integrally molded stop bar, 8" wheels	\$38.89	100
	F. Lifters		
RC21F21	Otto Environmental Systems MSD-95MO: 95 gallon capacity "Momentum" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$51.99	100
RC21F22	Otto Environmental Systems MSD-95M: 94 gallon capacity "Millennium" residential rollout cart: universal dumping design, injection molded, rotating steel stop bar, 10" wheels	\$51.99	100
RC21F23	Otto Environmental Systems MSD-65E: 65 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$48.36	100
RC21F24	Otto Environmental Systems MSD-95E: 95 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$54.40	100
RC21G94	Otto Environmental Systems TR Lid: One piece design, snap-on hinged lid compatible with 95 Toter EVR and EVR II carts	\$16.34	100
RC21G95	Otto Environmental Systems MSD-25E: 25 gallon capacity "Edge" model residential rollout cart (organic)	\$36.26	100
RC21G96	Otto Environmental Systems MSD-45E: 45 gallon capacity "Edge" model residential rollout cart	\$42.31	100
RC21G97	Otto Environmental Systems MSD-65E: 65 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$48.36	100

RC21G98	Otto Environmental Systems MSD-95MO: 95 gallon capacity "Momentum" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$51.99	100
RC21G99	Otto Environmental Systems MSD-95E: 95 gallon capacity "Edge" model residential rollout cart: universal dumping design, injection molded, rotating or integrally molded stop bar, 10" wheels	\$54.40	100
RC21G100	Otto Environmental Systems MSD-95M: 95 gallon capacity "Millennium" residential rollout cart: universal dumping design, injection molded, rotating steel stop bar, 10" wheels	\$51.99	100

FORM E- PUBLISHED OPTIONS		Procurement No.: RC01-21
Offeror Name:	Duramax Holdings LLC dba: Otto Environmental Systems	
H-GAC Product Code	Item Description (Offeror may not change any description or add items)	Offered Price
NSC	Non-Standard Colors - minimum 500 containers	\$2.20
ULOGO	Custom Hot Stamp Die - one time set up charge	\$350.00
IML	In-Mold Labels minimum 500 containers	\$5.50
CFUSE	ColorFuse - maximum 3 colors - minimum 500 containers - \$250.00 set up charge	\$3.30
SORW10	8" Snap-on Rubber Wheel	\$5.50
SORW10	10" Snap-on Rubber Wheel	\$6.60

SORW12	12" Snap-on Rubber Wheel	\$7.70
IM10	10" Injection Molded Snap-on Wheel	\$5.50
MB	Metal lower lift bar	\$3.30
AXLE	Axle	\$4.95
LID 25/35	Lid for 25 and 35 Gallon Containers	\$9.35
LID45	Lid for 45 Gallon Containers	\$11.55
LID65/95	Lid for 65 and 95 Gallon Containers	\$13.75
HPINS	Hinge Pins	\$0.26
FRT	*Freight - Prepaid and add to all Otto products - freight calculated at \$5.00 per mile based on point of manufacturing	\$5.50



CONTRACT PRICING WORKSHEET
For Standard Equipment Purchases

Contract No.: RC01-21

Date Prepared: 3.15.21

Item 20.

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be sent to Veronica Johnson, Veronica.Johnson@h-gac.com 713-993-2446

Buying Agency:	City of Mission	Contractor:	Otto Environmental Systems North America, Inc.
Contact Person:	Accounts Payable	Prepared By:	
Phone:	956-270-2250	Phone:	
Fax:		Fax:	704-588-5250
Email:	Ccantu@missiontexas.us	Email:	Sandra.Abdow@otto-usa.com

Product Code:	Description:
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract:

B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Otto 95 Gallon Foret Green -65	51.99		
Subtotal From Additional Sheet(s):			
			Subtotal B: 51.99

C. Unpublished Options - Itemize below - Attach additional sheet if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			
			Subtotal C: 0

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is:** 0%

D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1000	X Subtotal of A + B + C:	51.99	=	Subtotal D:	51990
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E. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
Freight	4200		
Subtotal E:			4200

Delivery Date:		F. Total Purchase Price (D+E):	56190
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CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Roel Mendiola, Sanitation Director
AGENDA ITEM: Authorization to amend Buy Board Contract from #636-21 to #729-24 for Southern Tire Mart for the purchase of tires for the Sanitation Department for the remainder of the 2023-2024 Fiscal Year- Mendiola

On October 23, 2023 City Council authorized staff to purchase from Southern Tire Mart via BuyBoard #636-21 due to this BuyBoard expiring staff is seeking authorization to purchase via amended BuyBoard #729-24 for the remaining of the contract terms with Southern Tire Mart. Tires will be purchased on an as needed basis for or the Sanitation Department’s fleet and special equipment for the remainder of the 2023-2024 Fiscal Year.

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 05-410-64200
BUDGET: \$250,000 **EST. COST:** _____ **CURRENT BUDGET BALANCE:** \$115,234

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 _____



Southern Tire Mart

Item 21.

ESTIMATE #	3178370
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EEEEEEE SSSSSSS TTTTTTT IIIIIII M      M      A      TTTTTTT EEEEEEE
E        S        T        I        M M M M      A A      T        E
EEEEEEE SSSSSSS T        I        M M M M      AAAAA T      EEEEEEE
E        S        T        I        M        M A      A      T        E
EEEEEEE SSSSSSS T        IIIIIII M        M A      A      T      EEEEEEE
  
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DO NOT PAY FROM THIS TICKET

PHARR #486
 SOUTHERN TIRE MART
 345 W EXPRESSWAY 83
 PHARR, TX 78577

PAGE: 1

956/702-9888

CUSTOMER: CITY OF MISSION SANITATIO
 0533070 105 ABLINO FARIAS
 MISSION TX 78572

BUSINESS: 956/583-2564 0
 SALESMAN: 07356
 ESTIMATE DATE: 04/09/24

DUE: 05/09/24

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
11R22.5/16 M863 AP ON/OFF B003130		1	504.34	29.39	533.73
FETBGOV BRIDGESTONE FETBGOV		-1	29.39		-29.39
11R22.5/16 M799 OSD B245434		1	435.00	29.39	464.39
FETBGOV BRIDGESTONE FETBGOV		-1	29.39		-29.39
315/80R22.5/20 M870 AP B249038		1	910.15	61.43	971.58
FETBGOV BRIDGESTONE FETBGOV		-1	61.43		-61.43

BUY BOARD 2023 CONTRACT 729-24
 REQUESTED BY: EDGAR GARCIA.

MERCHANDISE: 1849.49
 OTHER: 120.21-
 F.E.T.: 120.21

PLEASE REMIT To:
 Dept. 143
 P.O. Box 1000
 Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED
 AFTER 25 TO 100 MILES OF OPERATION



Southern Tire Mart

Item 21.

ESTIMATE #	3178370
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PHARR #486

PAGE: 2

CUSTOMER: CITY OF MISSION SANITATIO

PRODUCT	MECHANIC	QUANTITY	PRICE	F.E.T.	EXTENSION
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ESTIMATE TOTAL: 1849.49

*****THIS IS NOT AN INVOICE*****
*****DO NOT PAY FROM THIS FORM*****

THANK YOU FOR CHOOSING SOUTHERN TIRE MART
*****WE APPRECIATE YOUR BUSINESS*****

DO NOT PULL INVENTORY

PLEASE REMIT To:
Dept. 143
P.O. Box 1000
Memphis, TN 38148-0143

PRINTED NAME/CUSTOMER SIGNATURE

IMPORTANT: CUSTOMER SHOULD RE-CHECK TORQUE ON LUG NUTS ON WHEELS SERVICED
AFTER 25 TO 100 MILES OF OPERATION

Menu



Vendor Contract Information Summary

Vendor	Southern Tire Mart LLC
Contact	Richard Conwill
Phone	877-786-4681
Email	gov-sales@stmtires.com
TIN	06-1689011
Address Line 1	800 Highway 98
Vendor City	Columbia
Vendor Zip	39429
Vendor State	MS
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	Company Truck
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, Florida, Georgia, Louisiana, Mississippi, Nevada, New Mexico, Oklahoma, South Carolina, Tennessee, Texas, Utah
Contract Name	Tires, Tubes, Supplies and Equipment
Contract No.	729-24
Effective	03/01/2024
Expiration	02/28/2027
Accepts RFQs	Yes
Quote Reference Number	729-24

SCOTT'S TIRE CENTER
2204 E. Mile 2 ROAD
MISSION, TEXAS 78574

956-369-5121

TCMATT@QUIKUS.COM

TO THE CITY OF MISSION TEXAS

REFERENCE: SECOND RENEWAL OF RFB: 21-236-04-12. TIRE INSTALLATION, REPAIR AND SERVICE CALLS FOR CITY VEHICLES AND EQUIPMENT.

SCOTT'S TIRE CENTER WOULD LIKE TO RENEW THE ABOVE CONTRACT FOR DATES 04/30/2024 -04/29/2025. THERE WILL BE 0% INCREASE FROM LAST YEAR'S CONTRACT.

SIGNED AND DATED,



SCOTT MATTHEWS, PRES.

SCOTT'S TIRE CENTER

04/16/2024

BID NAME/NUMBER: 21-236-04-12 / Tire Installation, Repair, and Service Calls for All City Vehicles and Special Equipment

OPEN DATE: April 12, 2021 2:00 PM CST



Vendor Name:	Southern Tire Mart, LLC	Oyervides Tire Sevice, LLC.	Scott's Tire Center
Street address:	800 Highway 98	2705 Rush Dr.	2204 E. 2 Mile
City, State:	Columbia, MS 39429	Mission, TX 78573	Mission, TX 78574
Phone:	(877) 786-4681	(956) 803-0080	(956) 369-5121
Fax:	(601) 651-0655		
Contact:	Richard Conwill	Gonzalo Oyervides	Scott Mathews
Email:	richard.conwill@stmtires.com		TCMatt@Quickus.com

DESCRIPTION:	UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	
Tire Sizes: 13" to 16"									
1	Repair of Tires & Tubes	Ea	800	\$8.25	\$6,600.00	\$7.00	\$5,600.00	\$13.00	\$10,400.00
	Replace Tube	Ea	20	\$8.25	\$165.00	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	20	\$2.75	\$55.00	\$2.00	\$40.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)	Ea	480	\$10.35	\$4,968.00	\$0.00	\$0.00	\$10.00	\$4,800.00
	Tire Balancing	Ea	480	\$10.35	\$4,968.00	\$0.00	\$0.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	40	\$51.50	\$2,060.00	\$25.00	\$1,000.00	\$34.50	\$1,380.00
	Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00
Tire Sizes: 20" to 24.5"									
2	Repair of Tires & Tubes	Ea	120	\$10.50	\$1,260.00	\$15.00	\$1,800.00	\$20.00	\$2,400.00
	Replace Tube	Ea	5	\$10.50	\$52.50	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	1	\$7.75	\$7.75	\$2.00	\$2.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)		30	\$36.00	\$1,080.00	\$0.00	\$0.00	\$20.00	\$600.00
	Tire Balancing	Ea	30	\$25.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	15	\$51.50	\$772.50	\$25.00	\$375.00	\$34.50	\$517.50
	Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00
Tire Sizes: 19.5"									
3	Repair of Tires & Tubes	Ea	40	\$20.50	\$820.00	\$25.00	\$1,000.00	\$45.00	\$1,800.00
	Replace Tube	Ea	5	\$20.50	\$102.50	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	1	\$7.75	\$7.75	\$3.00	\$3.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)		10	\$36.00	\$360.00	\$0.00	\$0.00	\$45.00	\$450.00
	Tire Balancing	Ea	10	\$25.00	\$250.00	\$12.00	\$120.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	10	\$51.50	\$515.00	\$25.00	\$250.00	\$34.50	\$345.00
	Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00
Tire Sizes: 9R17.5									
4	Repair of Tires & Tubes	Ea	1	\$20.50	\$20.50	\$20.00	\$20.00	\$0.00	\$0.00
	Replace Tube	Ea	1	\$20.50	\$20.50	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	1	\$7.75	\$7.75	\$1.00	\$1.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)	Ea	1	\$36.00	\$36.00	\$0.00	\$0.00	\$10.00	\$10.00
	Tire Balancing		1	\$25.00	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	1	\$51.50	\$51.50	\$25.00	\$25.00	\$34.50	\$34.50
	Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00
Tire Sizes: 8.25" to 20"									
5	Repair of Tires & Tubes	Ea	15	\$20.50	\$307.50	\$15.00	\$225.00	\$20.00	\$300.00
	Replace Tube	Ea	1	\$20.50	\$20.50	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	1	\$7.75	\$7.75	\$3.00	\$3.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)	Ea	1	\$36.00	\$36.00	\$0.00	\$0.00	\$0.00	\$0.00
	Tire Balancing		1	\$25.00	\$25.00	\$12.00	\$12.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	5	\$51.50	\$257.50	\$25.00	\$125.00	\$34.50	\$172.50
	Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00

BID NAME/NUMBER: 21-236-04-12 / Tire Installation, Repair, and Service Calls for All City Vehicles and Special Equipment

OPEN DATE: April 12, 2021 2:00 PM CST



Vendor Name:	Southern Tire Mart, LLC	Oyervides Tire Sevice, LLC.	Scott's Tire Center
Street address:	800 Highway 98	2705 Rush Dr.	2204 E. 2 Mile
City, State:	Columbia, MS 39429	Mission, TX 78573	Mission, TX 78574
Phone:	(877) 786-4681	(956) 803-0080	(956) 369-5121
Fax:	(601) 651-0655		
Contact:	Richard Conwill	Gonzalo Oyervides	Scott Mathews
Email:	richard.conwill@stmtires.com		TCMatt@Quickus.com

DESCRIPTION:				UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price
Tire Sizes: 13.00" to 14.00" x 24"											
6	Repair of Tires & Tubes	Ea	10	\$51.50	\$515.00	\$45.00	\$450.00	\$45.00	\$450.00		
	Replace Tube	Ea	1	\$51.50	\$51.50	\$0.00	\$0.00	\$0.00	\$0.00		
	Replace Valve Stem	Ea	3	\$13.00	\$39.00	\$3.00	\$9.00	\$0.00	\$0.00		
	Removal/Installation & Repair/Replace (If applicable)	Ea	1	\$56.75	\$56.75	\$0.00	\$0.00	\$0.00	\$0.00		
	Tire Balancing		1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Road Side Normal Hours	Ea	10	\$51.50	\$515.00	\$25.00	\$250.00	\$34.50	\$345.00		
Road Service After Hours/Weekends & Holidays	Ea	3	\$87.50	\$262.50	\$25.00	\$75.00	\$55.00	\$165.00			
Tire Sizes: 4" to 12"											
7	Repair of Tires & Tubes	Ea	15	\$8.25	\$123.75	\$10.00	\$150.00	\$10.00	\$150.00		
	Replace Tube	Ea	1	\$8.25	\$8.25	\$0.00	\$0.00	\$0.00	\$0.00		
	Replace Valve Stem	Ea	1	\$2.75	\$2.75	\$0.00	\$0.00	\$0.00	\$0.00		
	Removal/Installation & Repair/Replace (If applicable)	Ea	1	\$10.35	\$10.35	\$0.00	\$0.00	\$5.00	\$5.00		
	Tire Balancing		1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Road Side Normal Hours	Ea	1	\$51.50	\$51.50	\$25.00	\$25.00	\$34.50	\$34.50		
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00			
Tire Sizes: 24" to 38"											
8	Repair of Tires & Tubes	Ea	70	\$51.50	\$3,605.00	\$45.00	\$3,150.00	\$45.00	\$3,150.00		
	Replace Tube	Ea	10	\$51.50	\$515.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Replace Valve Stem	Ea	1	\$13.00	\$13.00	\$3.00	\$3.00	\$0.00	\$0.00		
	Removal/Installation & Repair/Replace (If applicable)	Ea	5	\$56.75	\$283.75	\$0.00	\$0.00	\$0.00	\$0.00		
	Tire Balancing		70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Road Side Normal Hours	Ea	15	\$51.50	\$772.50	\$25.00	\$375.00	\$34.50	\$517.50		
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00			
Tire Sizes: 315											
9	Repair of Tires & Tubes	Ea	42	\$20.75	\$871.50	\$25.00	\$1,050.00	\$0.00	\$0.00		
	Replace Tube	Ea	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Replace Valve Stem	Ea	42	\$7.75	\$325.50	\$5.00	\$210.00	\$0.00	\$0.00		
	Removal/Installation & Repair/Replace (If applicable)	Ea	42	\$36.00	\$1,512.00	\$0.00	\$0.00	\$20.00	\$840.00		
	Tire Balancing		42	\$28.00	\$1,176.00	\$15.00	\$630.00	\$0.00	\$0.00		
	Road Side Normal Hours	Ea	1	\$51.50	\$51.50	\$25.00	\$25.00	\$34.50	\$34.50		
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00			
Tire Sizes: R22.50+											
10	Repair of Tires & Tubes	Ea	212	\$20.75	\$4,399.00	\$25.00	\$5,300.00	\$0.00	\$0.00		
	Replace Tube	Ea	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Replace Valve Stem	Ea	212	\$7.75	\$1,643.00	\$5.00	\$1,060.00	\$0.00	\$0.00		
	Removal/Installation & Repair/Replace (If applicable)	Ea	212	\$36.00	\$7,632.00	\$0.00	\$0.00	\$20.00	\$4,240.00		
	Tire Balancing		212	\$25.00	\$5,300.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Road Side Normal Hours	Ea	1	\$51.50	\$51.50	\$35.00	\$35.00	\$34.50	\$34.50		
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$35.00	\$35.00	\$55.00	\$55.00			

BID NAME/NUMBER: 21-236-04-12 / Tire Installation, Repair, and Service Calls for All City Vehicles and Special Equipment

OPEN DATE: April 12, 2021 2:00 PM CST



Vendor Name:	Southern Tire Mart, LLC	Oyervides Tire Sevice, LLC.	Scott's Tire Center
Street address:	800 Highway 98	2705 Rush Dr.	2204 E. 2 Mile
City, State:	Columbia, MS 39429	Mission, TX 78573	Mission, TX 78574
Phone:	(877) 786-4681	(956) 803-0080	(956) 369-5121
Fax:	(601) 651-0655		
Contact:	Richard Conwill	Gonzalo Oyervides	Scott Mathews
Email:	richard.conwill@stmtires.com		TCMatt@Quickus.com

DESCRIPTION:	UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price	Unit Price	Ext. Price	
Tire Sizes: 20.5 R 25									
11	Repair of Tires & Tubes	Ea	4	\$87.50	\$350.00	\$25.00	\$100.00	\$0.00	\$0.00
	Replace Tube	Ea	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	4	\$15.00	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)	Ea	4	\$98.00	\$392.00	\$0.00	\$0.00	\$75.00	\$300.00
	Tire Balancing		4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	1	\$51.50	\$51.50	\$25.00	\$25.00	\$34.50	\$34.50
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$15.00	\$15.00	\$55.00	\$55.00	
Tire Sizes: 600/70 R20 (16.0/70 R20)									
12	Repair of Tires & Tubes	Ea	4	\$87.50	\$350.00	\$10.00	\$40.00	\$0.00	\$0.00
	Replace Tube	Ea	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	4	\$15.00	\$60.00	\$2.00	\$8.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)	Ea	4	\$98.00	\$392.00	\$0.00	\$0.00	\$20.00	\$80.00
	Tire Balancing		4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	1	\$51.50	\$51.50	\$20.00	\$20.00	\$34.50	\$34.50
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$20.00	\$20.00	\$55.00	\$55.00	
Small Equipment Tires (mowers, ATV's, off-road utility veh., golf carts)									
13	Repair of Tires & Tubes	Ea	70	\$12.50	\$875.00	\$10.00	\$700.00	\$10.00	\$700.00
	Replace Tube	Ea	10	\$12.50	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00
	Replace Valve Stem	Ea	30	\$3.75	\$112.50	\$2.00	\$60.00	\$0.00	\$0.00
	Removal/Installation & Repair/Replace (If applicable)	Ea	20	\$10.50	\$210.00	\$0.00	\$0.00	\$10.00	\$200.00
	Tire Balancing		4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Road Side Normal Hours	Ea	10	\$51.50	\$515.00	\$25.00	\$250.00	\$34.50	\$345.00
Road Service After Hours/Weekends & Holidays	Ea	1	\$87.50	\$87.50	\$25.00	\$25.00	\$55.00	\$55.00	
Total Base Amount:					\$59,991.60				\$35,529.50
Trip/Mileage Charge if outside 20 mile radius					\$1.25		\$1.00		\$1.00
ADDENDUMS					None		None		None
1st. Year renewal					5.0%		0.0%		0.0%
2nd. Year renewal					5.0%		0.0%		0.0%

Apparent Lowest Responsible Bidder for Tire Installation, Repair, and Service Calls for all City Vehicles and Special Equipment: Scott's Tire Center
 NOTE: Oyervides Tire Service failed to submit complete pricing.
Bold Italic Amounts have been corrected.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Juan Avila, Fleet Director

AGENDA ITEM: Authorization to change Buy Board Contract from #629-20 to #715-23 for LMG Sales for the purchase of Automotive Parts, Fluids, Maintenance equipment and supplies for Fleet Department Preventative Maintenance - Avila

On October 9, 2023 City Council authorized staff to purchase from LMG via Buy Board # 629-20. Buy Board contract # 629-20 expired on 11/30/2023 and was renewed 12/01/2023 with contract # 715-23. Staff is seeking authorization to purchase via BuyBoard Contract #715-23 for the remaining of the contract terms with LMG Sales. Preventative Maintenance Automotive Parts, Fluids, Maintenance equipment and supplies will be purchased on an as-needed basis for the Fleet Department for the remainder of the 2023-2024 fiscal year.

BUGETED: Yes **FUND:** General Fund **ACCT. #:** 01-416-64360

BUDGET: \$110,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$40,973

BID AMOUNT: _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *WRP*

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

_____ AYES

_____ NAYS

_____ DISSENTING _____



800006363
 LMG Sales, Inc.
 Mission Auto & Truck Parts
 1921 North Conway Avenue
 MISSION, TX 78572
 (956) 585-1608

QUOTE Item 23.

Date : 04/12/2024

Time : 10:08

Page : 1 / 1

Order # 208076

Quote For

22050
 CITY OF MISSION / FLEET MAINT
 1201 E 8TH ST.
 MISSION, TX 78572

Quote By

Quote By : 3227 , FRANCISCO
 Sales Rep : 2 , Dave
 Quote Date : 04/12/2024
 Accounting Day : 1
 Quote : 2493

Part Number	Line	Description	Quantity	Price	Net	Total	Taxable
550188	FIL	NAPA CABIN AIR	1.00	45.18	11.3000	11.30	R
550160	FIL	NAPA CABIN AIR FILTER	1.00	67.84	16.9600	16.96	R
03196	CRC	FOAMING COIL CLEANER	1.00	34.24	19.9900	19.99	
213-3128	RAY	REMAN ALTERNATOR	1.00	338.94	178.9900	178.99	R
213-3128	RAY	Core Deposit	1.00	66.00	66.0000	66.00	D
N303020	TWP	NEW WATER PUMP	1.00	161.96	85.8400	85.84	
257797	TEM	REMAN COMPRESSOR	1.00	609.24	274.1600	274.16	
257797	TEM	Core Deposit	1.00	55.00	55.0000	55.00	D
217460	TEM	EXPANSION VALVE	1.00	38.50	19.2500	19.25	
801651	TEM	PAG OIL	1.00	16.72	9.0300	9.03	
880000CR	UP	BRAKE ROTOR	1.00	181.28	78.6900	78.69	R
AD-7653	ADO	DISC PAD	1.00	135.46	62.9900	62.99	
SG7652X	PSG	SILENTGUARD BRK PADS	1.00	78.04	37.9900	37.99	
7565	BAT	2YR WTY BAT	1.00	240.97	153.3900	153.39	R
7565	BAT	Core Deposit	1.00	18.00	18.0000	18.00	D
7236	BAT	18MO WTY BAT	1.00	254.30	163.3900	163.39	R
7236	BAT	Core Deposit	1.00	27.00	27.0000	27.00	D
BP1255/H11-N	LMP	BLISTER PACK CAPSULES	1.00	27.20	15.2800	15.28	
7548	BAT	2YR WTY BAT	1.00	232.16	147.6900	147.69	R
7548	BAT	Core Deposit	1.00	18.00	18.0000	18.00	D
550045126	SHE	ROT T4 15W40 _1GL	1.00	49.46	25.9900	25.99	
213-4831	RAY	REMAN ALTERNATOR	1.00	311.96	164.6900	164.69	R
213-4831	RAY	Core Deposit	1.00	27.50	27.5000	27.50	D
75-600	NOL	NAPA EP GREASE CART	1.00	10.52	6.8500	6.85	
48881778	NB	BRAKE ROTOR	1.00	289.66	152.3900	152.39	R
SG7652X	PSG	SILENTGUARD BRK PADS	1.00	78.04	37.9900	37.99	
5315Y101	LIT	SIG LAMP	1.00	95.64	61.2100	61.21	
91-01-4396	WIL	REMAN STARTER	1.00	571.94	297.4100	297.41	
91-01-4396	WIL	Core Deposit	1.00	86.42	86.4200	86.42	D
TEXAS BUY BOARD NO. 715-23*****							

**** Prices and Taxes Subject to Change Without Notice ****

Attention :

PO# :

Subtotal	2,319.39
(Taxes and fees not included in Quote Total)	
Subtotal	2,319.39



Vendor Contract Information Summary

Vendor	NAPA Auto Parts
Contact	Don Lachance
Phone	4043864157
Email	don_lachance@genpt.com
Vendor Website	www.genpt.com
TIN	58-0254510
Address Line 1	15935 Sellers Rd
Vendor City	Houston
Vendor Zip	77060
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	net 30 days
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Company Truck
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	Automotive Parts, Fluids, Equipment, Maintenance Services
Contract No.	715-23
Effective	12/01/2023
Expiration	11/30/2026
Accepts RFQs	Yes
Quote Reference Number	4043864157
Return Policy	All items can be returned in the original package to the Servicing NAPA store within 90 days of delivery.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to extend First One-year renewal for Liquid Aluminum Sulfate for the Water Treatment Plants - Bocanegra

NATURE OF REQUEST:

Seeking authorization to exercise the First One-Year Renewal with Chemtrade Chemicals US, LLC; this is the first of two renewal options. The contract term is for one year with the option to renew for two additional one-year renewals. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis. This agreement will extend Bid No. 23-290-03-24 April 12, 2024 through April 11, 2025.

Liquid Aluminum Sulfate with delivery \$0.11432/LB, with 3.2% increase \$0.118/LB.

BUDGETED: Yes **FUND:** Utility – North Plant **ACCT. #:** 02-430-64220
BUDGET: \$900,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$58,327

BUDGETED: Yes **FUND:** Utility – South Plant **ACCT. #:** 02-413-64220
BUDGET: \$800,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$92,419

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 _____



March 25, 2024

Mr. Rafael De La Rosa
 Water Treatment Plant Supervisor
 City of Mission
 2801 N. Holland Avenue
 Mission, TX 78574

Email: rdelarosa@missiontexas.us

**RE: Liquid Aluminum Sulfate Contract Renewal 1 of 2 – Bid 23-290-03-24
 Liquid Ammonium Sulfate Contract Renewal 1 of 2 – Bid 23-291-03-24**

Dear Mr. De La Rosa,

Chemtrade is incredibly grateful for your business and strives to continue providing you with quality product and service.

Costs for raw materials, rail freight and logistics in North America have risen sharply over the past 3 years. Costs have yet to return to historic norms.

To renew for the first of two possible renewals effective 4/12/2024– 4/11/2025, Chemtrade is seeking a 3.2% increase to renew our contract. This is in line with the CPI year over year change from February 2024 vs February 2023:

**Consumer Price Index for All Urban Consumers (CPI-U)
 Original Data Value**

Series Id: CUUR00
 Not Seasonally Adjusted
 Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted
 Area: U.S. city average
 Item: All items
 Base Period: 1982-84=100
 Years: 2020 to 2024

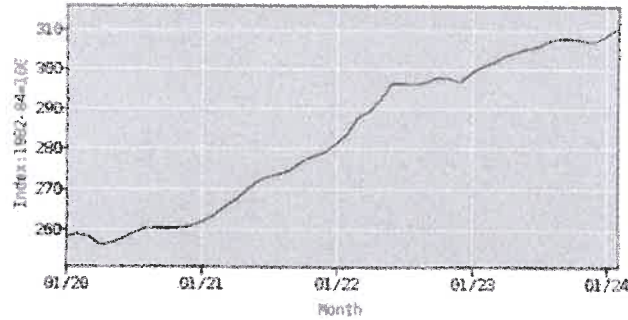
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	257.971	258.678	258.115	256.389	256.394	257.797	259.101	259.918	260.280	260.388	260.229	260.474
2021	261.582	263.014	264.877	267.054	269.195	271.696	273.003	273.567	274.310	276.589	277.948	278.802
2022	281.148	283.716	287.504	289.109	292.296	296.311	296.276	296.171	296.808	298.012	297.711	296.797
2023	299.170	300.840	301.836	303.363	304.127	305.109	305.691	307.026	307.789	307.671	307.051	306.746
2024	308.417	310.326										

YOY Change: 3.2%



Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUUR0000SA0
 Not Seasonally Adjusted
Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted
Area: U.S. city average
Item: All items
Base Period: 1982-84=100



Overall, the market continues to be faced with challenges relating to:

- Reduced capacity for Global Alumina amid vendor consolidations. Alumina Ore smelters continue to be hit hard by high energy costs.
 - Ocean freight to bring vessels and port fees continue to increase. Rail freight has increased up to 14% as available railcars and trucks are limited.
- Continued increases on freight costs. Freight contract costs continue to rise annually partly due to carriers’ needs to retain responsible, qualified, and safe drivers, as well as to maintain safe equipment and cover increased insurance costs and fluctuating diesel costs.
 - The shortage of hazmat drivers is a top critical issue according to the American Transportation Research Institute. Contributing factors are an aging workforce, demographics and driver pay.

Costs continually rise year over year as we maintain our equipment and operate our plant to ensure reliable supply to customers.

Therefore, to cover our costs and maintain our standards of superior product and priority service for the City of Mission, we will offer the following renewal pricing on the on the Liquid Aluminum Sulfate and Liquid Ammonium Sulfate products that we currently supply:

Product	Current Price Effective through 4/11/24	45 Day Extension Effective through 5/27/24	Price Effective 5/28/24-5/27/25
Liquid Aluminum Sulfate, Full Truck Deliveries	\$0.11432/Wet LB.	\$0.11432/Wet LB.	\$0.118/Wet LB.
Liquid Ammonium Sulfate, Full Truck Deliveries	\$0.192/Wet LB.	\$0.192/Wet LB.	\$0.198/Wet LB.



All other terms and conditions of the original bid would remain the same. Upon acceptance, please sign below and return via e-mail to bids@chemtradelogistics.com or send us your required paperwork.

We look forward to continuing our relationship and business for a long time to come.

Please contact your Account Manager Robert Naranjo (RNaranjo@Chemtradelogistics.com) with any questions regarding this quote.

Best Regards,

A handwritten signature in cursive script that reads "Michele Schroeher".

Michele Schroeher – Pricing Manager
Chemtrade Chemicals US

ACCEPTED: City of Mission, TX

BY: _____

TITLE: _____

DATE: _____



March 28, 2024

Mr. Rafael De La Rosa
 Water Treatment Plant Supervisor
 City of Mission
 2801 N. Holland Avenue
 Mission, TX 78574

Email: rdelarosa@missiontexas.us

RE: Liquid Aluminum Sulfate Contract 45 Day Extension – Bid 23-290-03-24
Liquid Ammonium Sulfate Contract 45 Day Extension – Bid 23-291-03-24

Dear Mr. De La Rosa,

Chemtrade is incredibly grateful for your business and strives to continue providing you with quality product and service.

Per your request, Chemtrade will offer a **45 Day Extension** on the current contract for Liquid Aluminum Sulfate and Liquid Ammonium Sulfate products that we currently supply to give the City time to approve the first of two available contract renewals.

Please see pricing table for the 45 Day Extension:

Product	Current Price Effective through 4/11/24	45 Day Extension Effective through 5/27/24
Liquid Aluminum Sulfate, Full Truck Deliveries	\$0.11432/Wet LB.	\$0.11432/Wet LB.
Liquid Ammonium Sulfate, Full Truck Deliveries	\$0.192/Wet LB.	\$0.192/Wet LB.

All other terms and conditions of the original bid would remain the same.

We look forward to continuing our relationship and business for a long time to come.

Please contact your Account Manager Robert Naranjo (RNaranjo@Chemtradelogistics.com) with any questions regarding this extension.

Best Regards,

Michele Schroeher
 Michele Schroeher – Pricing Manager
 Chemtrade Chemicals US



BID NAME/NUMBER: 23-290-03-24 / Liquid Aluminum Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST

Vendor Name:	Univar Solutions	Chemtrade Chemicals US, LLC
Street address:	8201 S. 212th	90 East Halsey Road
City, State:	Kent, WA 98032-1994	Parsippany, NJ 07054
Phone:	(253) 872-5000	(800) 441-2659
Fax:	(253) 572-5041	(973) 515-4461
Contact:	Roise Holiday	Parul Kachhia-Patel
Email:	munteam-west@univar.com	bids@chemtradelogistics.com

DESCRIPTION:		UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price
1	Liquid Aluminum Sulfate	lbs.	3,950,000	No Bid		\$0.1143	\$451,564.00
LAS Deliver Days after receipt of Purchase Order						3-5 Days	
ADDENDUMS						No	
LAS 1st. Year renewal				-		6.0%	
LAS 2nd. Year renewal				-		6.0%	

Apparent Lowest Responsible Bidder for Liquid Aluminum Sulfate:
Chemtrade Chemicals

Please Note:

BID NAME/NUMBER: 23-290-03-24 / Liquid Aluminum Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST



Vendor Name:	Univar Solutions	Chemtrade Chemicals US, LLC
Street address:	8201 S. 212th	90 East Halsey Road
City, State:	Kent, WA 98032-1994	Parsippany, NJ 07054
Phone:	(253) 872-5000	(800) 441-2659
Fax:	(253) 572-5041	(973) 515-4461
Contact:	Roise Holiday	Parul Kachhia-Patel
Email:	muniteam-west@univar.com	bids@chemtradelogistics.com

DESCRIPTION of FORMS:			
	Solicitation Signed	No Bid	Yes
	Terms & Conditions Included		Yes
	Non-Collusive		Yes
	Pricing Schedule		Yes
	Addenda(s)		None
	Gen. Business Questionare		Yes
	References		Yes
	CIQ		
	ANSI 60 Certification		Yes



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Abel Bocanegra, P.E., City Engineer
AGENDA ITEM: Authorization to extend First One-year renewal for Liquid Ammonium Sulfate for the Water Treatment Plants - Bocanegra

NATURE OF REQUEST:

Seeking authorization to exercise the First One-Year Renewal with Chemtrade Chemicals US, LLC; this is the first of two renewal options. The contract term is for one year with the option to renew for two additional one-year renewals. Recommendation is based solely on estimated quantities and orders will be placed on an as needed basis. This agreement will extend Bid No. 23-291-03-24 April 12, 2024 through April 11, 2025.

Liquid Ammonium Sulfate with delivery \$0.192/LB, with 3.2% increase \$0.198/LB.

BUDGETED: Yes **FUND:** Utility – North Plant **ACCT. #:** 02-430-64220
BUDGET: \$900,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$58,327

BUDGETED: Yes **FUND:** Utility – South Plant **ACCT. #:** 02-413-64220
BUDGET: \$800,000 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$92,419

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 _____



March 25, 2024

Mr. Rafael De La Rosa
 Water Treatment Plant Supervisor
 City of Mission
 2801 N. Holland Avenue
 Mission, TX 78574

Email: rdelarosa@missiontexas.us

RE: Liquid Aluminum Sulfate Contract Renewal 1 of 2 – Bid 23-290-03-24
Liquid Ammonium Sulfate Contract Renewal 1 of 2 – Bid 23-291-03-24

Dear Mr. De La Rosa,

Chemtrade is incredibly grateful for your business and strives to continue providing you with quality product and service.

Costs for raw materials, rail freight and logistics in North America have risen sharply over the past 3 years. Costs have yet to return to historic norms.

To renew for the first of two possible renewals effective 4/12/2024– 4/11/2025, Chemtrade is seeking a 3.2% increase to renew our contract. This is in line with the CPI year over year change from February 2024 vs February 2023:

Consumer Price Index for All Urban Consumers (CPI-U)
Original Data Value

Series Id: CUUR00
 Not Seasonally Adjusted
 Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted
 Area: U.S. city average
 Item: All items
 Base Period: 1982-84=100
 Years: 2020 to 2024

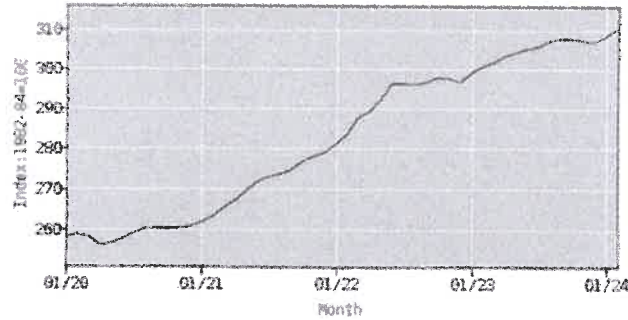
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	257.971	258.678	258.115	256.389	256.394	257.797	259.101	259.918	260.280	260.388	260.229	260.474
2021	261.582	263.014	264.877	267.054	269.195	271.696	273.003	273.567	274.310	276.589	277.948	278.802
2022	281.148	283.716	287.504	289.109	292.296	296.311	296.276	296.171	296.808	298.012	297.711	296.797
2023	299.170	300.840	301.836	303.363	304.127	305.109	305.691	307.026	307.789	307.671	307.051	306.746
2024	308.417	310.326										

YOY Change: 3.2%



Consumer Price Index for All Urban Consumers (CPI-U)

Series Id: CUUR0000SA0
 Not Seasonally Adjusted
Series Title: All items in U.S. city average, all urban consumers, not seasonally adjusted
Area: U.S. city average
Item: All items
Base Period: 1982-84=100



Overall, the market continues to be faced with challenges relating to:

- Reduced capacity for Global Alumina amid vendor consolidations. Alumina Ore smelters continue to be hit hard by high energy costs.
 - Ocean freight to bring vessels and port fees continue to increase. Rail freight has increased up to 14% as available railcars and trucks are limited.
- Continued increases on freight costs. Freight contract costs continue to rise annually partly due to carriers’ needs to retain responsible, qualified, and safe drivers, as well as to maintain safe equipment and cover increased insurance costs and fluctuating diesel costs.
 - The shortage of hazmat drivers is a top critical issue according to the American Transportation Research Institute. Contributing factors are an aging workforce, demographics and driver pay.

Costs continually rise year over year as we maintain our equipment and operate our plant to ensure reliable supply to customers.

Therefore, to cover our costs and maintain our standards of superior product and priority service for the City of Mission, we will offer the following renewal pricing on the on the Liquid Aluminum Sulfate and Liquid Ammonium Sulfate products that we currently supply:

Product	Current Price Effective through 4/11/24	45 Day Extension Effective through 5/27/24	Price Effective 5/28/24-5/27/25
Liquid Aluminum Sulfate, Full Truck Deliveries	\$0.11432/Wet LB.	\$0.11432/Wet LB.	\$0.118/Wet LB.
Liquid Ammonium Sulfate, Full Truck Deliveries	\$0.192/Wet LB.	\$0.192/Wet LB.	\$0.198/Wet LB.



All other terms and conditions of the original bid would remain the same. Upon acceptance, please sign below and return via e-mail to bids@chemtradelogistics.com or send us your required paperwork.

We look forward to continuing our relationship and business for a long time to come.

Please contact your Account Manager Robert Naranjo (RNaranjo@Chemtradelogistics.com) with any questions regarding this quote.

Best Regards,

A handwritten signature in cursive script that reads "Michele Schroeher".

Michele Schroeher – Pricing Manager
Chemtrade Chemicals US

ACCEPTED: City of Mission, TX

BY: _____

TITLE: _____

DATE: _____



March 28, 2024

Mr. Rafael De La Rosa
 Water Treatment Plant Supervisor
 City of Mission
 2801 N. Holland Avenue
 Mission, TX 78574

Email: rdelarosa@missiontexas.us

RE: Liquid Aluminum Sulfate Contract 45 Day Extension – Bid 23-290-03-24
Liquid Ammonium Sulfate Contract 45 Day Extension – Bid 23-291-03-24

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Per your request, Chemtrade will offer a **45 Day Extension** on the current contract for Liquid Aluminum Sulfate and Liquid Ammonium Sulfate products that we currently supply to give the City time to approve the first of two available contract renewals.

Please see pricing table for the 45 Day Extension:

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Liquid Ammonium Sulfate, Full Truck Deliveries	\$0.192/Wet LB.	\$0.192/Wet LB.

All other terms and conditions of the original bid would remain the same.
 We look forward to continuing our relationship and business for a long time to come.

Please contact your Account Manager Robert Naranjo (RNaranjo@Chemtradelogistics.com) with any questions regarding this extension.

Best Regards,

Michele Schroeher
 Michele Schroeher – Pricing Manager
 Chemtrade Chemicals US



BID NAME/NUMBER: 23-291-03-24 / Liquid Ammonium Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST

Vendor Name:	Univar Solutions USA, Inc.	Chemtrade Chemicals US, LLC
Street address:	14601 S. 5th St.	90 East Halsey Road
City, State:	Phoenix, AZ 85044	Parsippany, NJ 07054
Phone:	(602) 469-4351	(800) 441-2659
Fax:		(973) 515-4461
Contact:	Raven Claudio	Parul Kachhia-Patel
Email:	munteam-west@univarsolutions.com	bids@chemtradelogistics.com

DESCRIPTION:		UOM	EST. QTY	Unit Price	Ext. Price	Unit Price	Ext. Price
1	Liquid Ammonium Sulfate	lbs.	450,000	\$0.2833	\$127,485.00	\$0.1920	\$86,400.00
LAS Deliver Days after receipt of Purchase Order				10 Days		3-5 Days	
ADDENDUMS				None		None	
LAS 1st. Year renewal				0.0%		20.0%	
LAS 2nd. Year renewal				0.0%		20.0%	

Apparent Lowest Responsible Bidder for Liquid Ammonium. Sulfate:
Chemtrade Chemicals US, LLC.

Please Note:

BID NAME/NUMBER: 23-291-03-24 / Liquid Ammonium Sulfate for Water Treatment Plants

OPEN DATE: March 24, 2023 2:00 PM CST



Vendor Name:	Univar Solutions USA, Inc.	Chemtrade Chemicals US, LLC
Street address:	14601 S. 5th St.	90 East Halsey Road
City, State:	Phoenix, AZ 85044	Parsippany, NJ 07054
Phone:	(602) 469-4351	(800) 441-2659
Fax:		(973) 515-4461
Contact:	Raven Claudio	Parul Kachhia-Patel
Email:	muniteam-west@univarsolutions.com	bids@chemtradelogistics.com

DESCRIPTION of FORMS:			
	Solicitation Signed	Yes	Yes
	Terms & Conditions Included	Yes	Yes
	Non-Collusive	Yes	Yes
	Pricing Schedule	Yes	Yes
	Addenda Checklist	None	None
	Gen. Business Questionare	Yes	Yes
	References	Yes	Yes
	CIQ		
	ANSI 60 Certification	Yes	Yes



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Adrian Garcia, Fire Chief

AGENDA ITEM: Authorization to award bid for construction of disaster shelter concrete pad and carport utilizing CDBG funds – A. Garcia

NATURE OF REQUEST:

The City of Mission accepted and opened 12 bid responses for construction of disaster shelter concrete pad and carport for emergency use during and post disasters. Recommendation is to award to JAX Construction who is the lowest responsive and responsible bidder meeting all specifications. The concrete pad/carport will be used to set-up portable shower/restroom trailer for use at the warming shelter for evacuees before, during and post disasters. Funding provided through the CARES ACT CDBG-CV to prevent, prepare for and respond to the COVID-19 Coronavirus pandemic.

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

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

BID AMOUNT: \$37,894.00

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 _____



24-317-03-25 / Construction of Disaster

BID NAME/NUMBER: Shelter Concrete Pad and Carport

OPEN DATE: March 25, 2024 2:00 PM CST

		BIDDER:	Construction of Disaster Shelter Concrete Pad and Carport Bid Amount
Vendor Name:	365 Builders / Jose Gilberto Maldonado	Bid Price	\$48,615.86
Street address:	2108 W. Griffin Parkway	Completion Days	30
City, State:	Mission, TX 78572	Bid	
Phone:	(956) 607-0470	Bond/Cashier's	Yes
Fax:		Addendums?	Yes
Contact:	Jose Gilberto Maldonado		
Email:	365buildersllc@gmail.com		
Vendor Name:	Tabeza Holdings	Bid Price	\$63,200.00
Street address:	10604 N. 24th St.	Completion Days	45
City, State:	McAllen, TX 78504	Bid	
Phone:	(956) 739-8201	Bond/Cashier's	Yes
Fax:		Addendums?	Yes
Contact:	Francisco Meza		
Email:	frankm@tabezaholdings.com		
Vendor Name:	4MA Construction	Bid Price	\$59,825.00
Street address:	810 N. Alton Blvd.	Completion Days	45
City, State:	Alton, TX 78573	Bid	
Phone:	(956) 800-4248	Bond/Cashier's	Yes
Fax:		Addendums?	Yes
Contact:	Manuel Anaya		
Email:	manny@4ma.co		
Vendor Name:	Grande Valley Builders, Inc.	Bid Price	\$125,000.00
Street address:	3602 N. McColl Rd.	Completion Days	60
City, State:	McAllen, TX 78501	Bid	
Phone:	(956) 778-7750	Bond/Cashier's	Yes
Fax:		Addendums?	Yes
Contact:	Manuel Perez		
Email:	mpgvb@aol.com		



24-317-03-25 / Construction of Disaster

BID NAME/NUMBER: Shelter Concrete Pad and Carport

OPEN DATE: March 25, 2024 2:00 PM CST

BIDDER:		Construction of Disaster Shelter Concrete Pad and Carport Bid Amount	
Vendor Name:	JAX Construction	Bid Price	\$37,894.00
Street address:	7021 Mile 7 1/2 Rd.		
City, State:	Mission, TX 78573	Completion Days	45
Phone:	(956) 789-0246	Bid	
Fax:		Bond/Cashier's	Yes
Contact:	Jamie Schach	Addendums?	Yes
Email:	jaxconstructionrgv@yahoo.com		
Vendor Name:	8/A Builders, LLC.	Bid Price	\$75,453.29
Street address:	7708 W. Expressway 83		
City, State:	Mission, TX 78572	Completion Days	45
Phone:	(956) 627-1327	Bid	
Fax:		Bond/Cashier's	Yes
Contact:	Arnoldo Ochoa	Addendums?	Yes
Email:	tx8builders@hotmail.com		
Vendor Name:	G8 Utilities LLC., Alejandro Gomez	Bid Price	\$49,100.00
Street address:	708 N. 38th St.		
City, State:	McAllen, TX 78501	Completion Days	45
Phone:	(956) 212-4572	Bid	
Fax:		Bond/Cashier's	No
Contact:	Alejandro Gomez	Addendums?	Yes
Email:	A.GomezG8Utilities@gmail.com		
Vendor Name:	River Line Contracting, LLC.	Bid Price	\$58,000.00
Street address:	3700 N. 10th. St., Ste. 300A		
City, State:	McAllen, TX 78501	Completion Days	45
Phone:	(956) 800-4363	Bid	
Fax:		Bond/Cashier's	Yes
Contact:	Roberto J. Quintanilla	Addendums?	Yes
Email:	robert@riverlinecontracting.com		



24-317-03-25 / Construction of Disaster

BID NAME/NUMBER: Shelter Concrete Pad and Carport

OPEN DATE: March 25, 2024 2:00 PM CST

BIDDER:		Construction of Disaster Shelter Concrete Pad and Carport Bid Amount	
Vendor Name:	RDH Site and Concrete	Bid Price	\$110,000.00
Street address:	3809 Clavel St., Ste. D.		
City, State:	Palmview, TX 78572	Completion Days	45
Phone:	(956) 502-5426		
Fax:	(956) 475-3917	Bid	
Contact:	Dianaly De Hoyos		
Email:	teri@rdhcompany.com	Bond/Cashier's	Yes
		Addendums?	Yes
Vendor Name:	Titan Industrial Construction	Bid Price	\$52,800.00
Street address:	2112 S. Shary Rd., Ste. 5		
City, State:	Mission, TX 78572	Completion Days	45
Phone:	(956) 627-8541		
Fax:		Bid	
Contact:	Homar Leal		
Email:	hleal@cittan.com	Bond/Cashier's	Pers. Check
		Addendums?	Yes
Vendor Name:	Celso Gonzalez Construction, Inc.	Bid Price	\$57,000.00
Street address:	614 N. Conway Ave.		
City, State:	Mission, TX 78572	Completion Days	60
Phone:	(956) 585-3848		
Fax:	(956) 585-7773	Bid	
Contact:	Celso Gonzalez Jr.		
Email:	cg@cgc-inc.com	Bond/Cashier's	Yes
		Addendums?	Yes



24-317-03-25 / Construction of Disaster
BID NAME/NUMBER: Shelter Concrete Pad and Carport

OPEN DATE: March 25, 2024 2:00 PM CST

				Construction of Disaster Shelter Concrete Pad and Carport Bid Amount	
BIDDER:					
Vendor Name:	MDST Contractors LLC			Bid Price	\$99,995.00
Street address:	824 E. Expressway 83			Completion Days	45
City, State:	La Joya, TX 78560			Bid	
Phone:	(956) 585-5993			Bond/Cashier's	Yes
Fax:				Addendums?	Yes
Contact:	Luis E Montemayor CEO/CFO				
Email:	mdstcontractorsllc@gmail.com				

Apparent Low Bidder: JAX Construction

Note: G8 Utilities found unresponsive for failure to submit proper Bid Bond/Cashier's Check

24-317-03-25 / Construction of Disaster Shelter Concrete Pad

BID NAME/NUMBER: and Carport



OPEN DATE: March 25, 2024 2:00 PM CST

Vendor Name:	365 Builders / Jose Gilberto Maldonado	Tabeza Holdings, LLC.	4MA Construction, LLC.	Grande Valley Builders, Inc.	JAX Construction
Street address:	2108 W. Griffin Parkway	10604 N. 24th St.	810 N. Alton Blvd.	3602 N. McColl Rd.	7021 Mile 7 1/2 Rd.
City, State:	Mission, TX 78572	McAllen, TX 78504	Alton, TX 78573	McAllen, TX 78501	Mission, TX 78573
Phone:	(956) 607-0470	(956) 739-8201	(956) 800-4248	(956) 778-7750	(956) 789-0246
Fax:					
Contact:	Jose Gilberto Maldonado	Francisco Meza	Manuel Anaya	Manuel Perez	Jamie Schach
Email:	365buildersllc@gmail.com	frankm@tabezaholdings.com	manny@4ma.co	mpqvb@aol.com	jaxconstructionrgv@yahoo.com

DESCRIPTION of FORMS:						
	Solicitation Signed	Yes	Yes	Yes	Yes	Yes
	Terms & Conditions Included	Yes	Yes	Yes	Yes	Yes
	Sub-Contractor List	Yes	Yes	Yes	Yes	Yes
	Non-Collusive	Yes	Yes	Yes	Yes	Yes
	Pricing Schedule	Yes	Yes	Yes	Yes	Yes
	Addenda(s)	Yes	Yes	Yes	Yes	Yes
	Contractor Visit List	Yes	Yes	Yes	Yes	Yes
	Gen. Business Questionare	Yes	Yes	Yes	Yes	Yes
	References	Yes	Yes	Yes	Yes	Yes
	CIQ					
	Bid Bond	Yes	Yes	Yes	Yes	Yes
	Debarment					

8/A Builders, LLC.	G8 Utilities LLC., Alejandro Gomez	River Line Contracting, LLC.	RDH Site and Concrete, LLC.	Titan Industrial Construction	Celso Gonzalez Construction, Inc.	MDST Contractors, LLC.
7708 W. Expressway 83	708 N. 38th St.	3700 N. 10th St., Ste. 300A	3809 Clavel St., Ste. D	2112 S. Shary Rd., Ste. 5	614 N. Conway Ave.	824 E. Expressway 83
Mission, TX 78572	McAllen, TX 78501	McAllen, TX 78501	Palmview, TX 78572	Mission, TX 78572	Mission, TX 78572	La Joya, TX 78560
(956) 627-1327	(956) 212-4572	(956) 800-4363	(956) 502-5426	(956) 627-8541	(956) 585-3848	(956) 585-5993
			(956) 475-3917		(956) 585-7773	
Arnoldo Ochoa	Alejandro Gomez	Roberto J. Quintanilla	Dianaly De Hoyos	Homar Leal	Celso Gonzalez	Luis E. Montemayor
tx8builders@hotmail.com	A.GomezG8Utilities@gmail.com	robert@riverlinecontracting.com	teri@rdhcompany.com	hleal@ctitan.com	cg@cgc-inc.com	mdstcontractorsllc@gmail.com
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	No	Yes	Yes	Yes
Yes	NO	Yes	Yes	Pers Check	Yes	Yes

ITEM # 2.1**PRELIMINARY & FINAL
PLAT APPROVAL:**

Washington Lots Subdivision
 Being a 0.97 acre tract of land more or less, being
 the south 845' of the west 1 acre, Lot 92 Mission
 Acres
 R-1
 Developer: Julio Cerda
 Engineer: South Texas Infrastructure Group

REVIEW DATA**PLAT DATA**

This property is located on the northeast corner of the intersection of Blake Ave. and Washington St. — **see vicinity map**. The developer is proposing a 11 Lot residential subdivision. Currently, the land is vacant — see plat for actual dimensions, square footages, and land uses.

WATER

Water will be supplied by a proposed 8" water main line located along the east side of Washington St. to include a fire hydrant. The line will connect to an existing 8" main perpendicular on Blake Ave. and looped to an existing line along W. 18th St. – **see utility plan**

SEWER

A proposed 8" sanitary sewer line will be made available to service each lot which will be installed within a 10' utility easement located at the rear, east of the development. The line will connect to an existing 8" sewer line from W. 18th St. and run south ending at a proposed cleanout. The Capital Sewer Recovery Fee is required at \$200.00/Lot which equates to \$2,200.00 (\$200.00 x 11 lots).

STREETS & STORM DRAINAGE

Access to the proposed Lots will be from Washington St. The post development volume of storm water runoff is 5.99 cfs based on the 50-yr storm frequency. Approximately 4,283 cft or 0.098 ac-ft will need to be detained within the green areas of the proposed lots and overflowing into Washington St. This street eventually outfalls into a City of Mission Ditch located on the northeast corner of the intersection of Los Ebanos Rd. an W. Griffin Parkway. The City Engineer has reviewed and approved the drainage report.

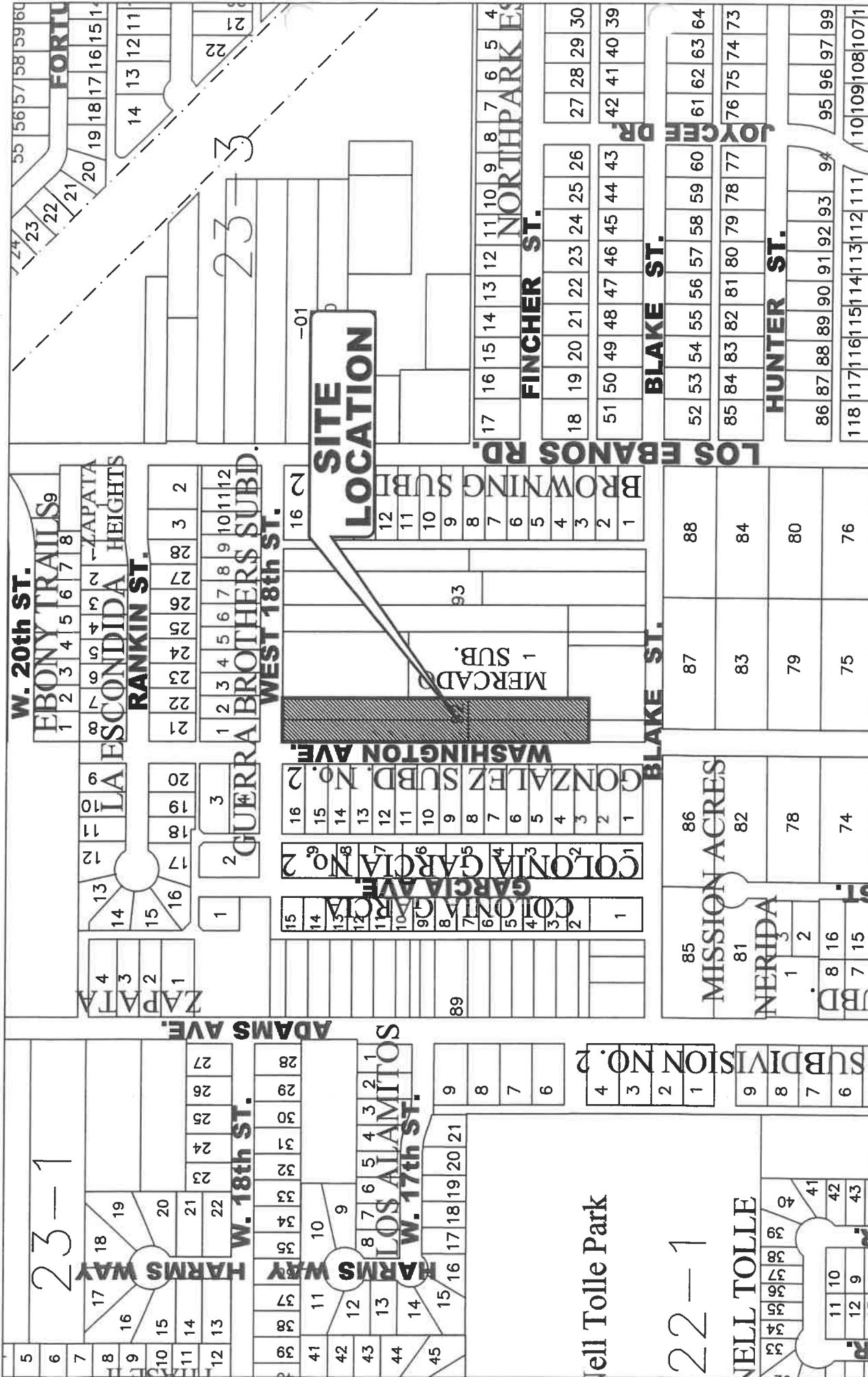
OTHER COMMENTS

Payment of Park Fees in the amount of \$5,500.00 (\$500 x 11 lots)
 The development has existing Street Lighting as per City Standards
 Must Comply with all other format findings

RECOMMENDATION

Staff recommends approval subject to:

1. Payment of Capital Sewer Recovery Fees
2. Payment of Park Fees
3. Comply with all other format findings.



SITE LOCATION



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

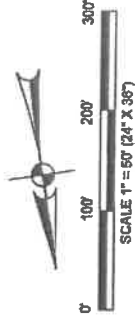
Item 27.

No.

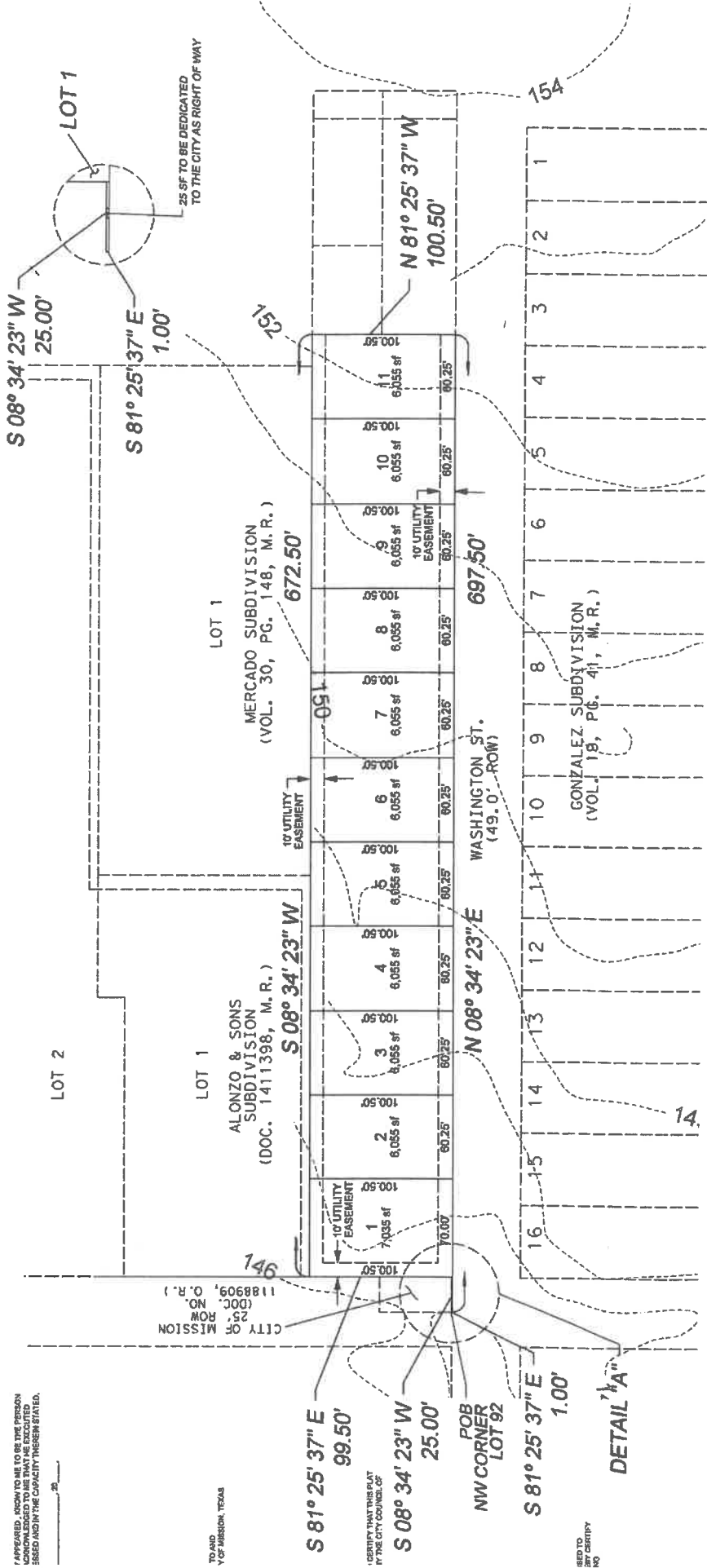


WASHINGTON LOTS SUBDIVISION

BEING A 0.97 ACRE TRACT OF LAND MORE OR LESS, BEING THE SOUTH 845.0 FEET OF THE WEST ONE (W.1) ACRE LOT 92, MISSION ACRES, HIDALGO COUNTY, TEXAS, ACCORDING TO THE PLAT OR MAP THEREOF RECORDED IN VOLUME 6 PAGE 14, MAP RECORDS OF HIDALGO COUNTY, TEXAS, ACCORDING TO THE PLAT OR MAP THEREOF RECORDED IN VOLUME 6.



LEGEND:



I APPEARED, KNOW TO ME TO BE THE PERSON OR ONE OF THE PERSONS WHOSE NAME IS REFERRED TO IN THIS INSTRUMENT AND IN THE CAPACITY THEREIN SET FORTH.

TO HAVE AND TO HOLD TO THE CITY OF MISSION, TEXAS

I CERTIFY THAT THIS PLAT WAS PREPARED AND RECORDED IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS.

SEED TO: [Signature]

WASHINGTON LOTS SUBDIVISION

DRAINAGE REPORT

DRAINAGE REPORT – WASHINGTON LOTS SUBDIVISION

PROJECT LOCATION

Washington Lots Subdivision is a proposed 12-lot residential subdivision located within the City of Mission Jurisdiction. Being a 1.71 acre out of Lot 92, Mission Acres Subdivision, Hidalgo County, Texas. This property is located on the Northeast corner of the intersection of Blake Avenue and Washington Street.

FLOOD PLAIN

The property is in zone "X"; Zone "X" are areas determined to be outside 500-year-flood-plain; Community Panel No. 480345 0005 C, revised November 20, 1991.

SOIL CONDITONS




According to the Soil Survey Report prepared for Hidalgo County by the U.S.D.A. Soil Conservation Service, the site consists of 100 % of Hidalgo-Urban land complex (31), 0 to 1 percent slopes. These soils are well drained, surface runoff is negligible, permeability is moderately high to high, and the water capacity is high. This soil are listed in Hydrologic Group B. See Appendix C.

EXISTING CONDITIONS

The subject property is currently part undeveloped and part developed. Topographic elevations obtained from the site indicate that the existing terrain has a slight grade from the south west, to the north east part of the property. In accordance with the Drainage policies of the City of Mission and County of Hidalgo, the Rationale Method, 10-year frequency storm event was utilized to determine the existing storm water runoff for this site. The total contributing 10-year existing storm water runoff from this site is approximately **3.48 cfs**.

PROPOSED CONDITIONS

The post development volume of storm water runoff is **5.99 cfs** base on the 50-year storm frequency, as per attached calculations, which is an increase of **3.83 cfs**. In accordance with the City of Mission and Hidalgo County Drainage District No. 1 policy, we have calculated that approximately a stotal of **4,283 cft** or **0.098 acre-ft**, will need to be detained withing the green areas of the proposed lots and overflowing into Washington Street. This street eventually outfalls into a City of Mission Ditch located on the Northeast corner of the intersection of Los Ebanos Rd and West Griffin Parkway.

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input type="checkbox"/> OTHER	
	
H.C.D.D. NO. 1	DATE


 Victor Trevino, P.E.
 South Texas
 Infrastructure Group, LLC
 04/28/2022



PROJECT LOCATION MAP



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Susana De Luna, Planning Director
AGENDA ITEM: Preliminary Plat Approval: Conway Village Subdivision, Being a 19.118 acres out of Lot 36-6, West Addition to Sharyland Subdivision, Suburban E.T.J., Developer: Rimaga, LLC, Engineer: Melden & Hunt, LLC., - De Luna

NATURE OF REQUEST:

On April 17, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Conway Village Subdivision. The subject site is located on the southwest corner of W. St. Francis and Conway Ave. -S.H. 107 (Mission Suburban ETJ). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

A

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION: Staff recommends approval subject to payment of Capital Sewer Recovery fee, compliance with the City’s Model Subdivision Rules, and meeting any requirements from the County Planning Department.

Departmental Approval: N/A

Advisory Board Recommendation: P&Z Approval

City Manager’s Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

ITEM # 3.0**PRELIMINARY & FINAL
PLAT APPROVAL:**

Conway Village Subdivision
 Being 19.118 acres out of Lot 36-6,
 West Addition to Sharyland Subdivision
 Suburban ETJ
 Developer: Rimaga, LLC
 Engineer: Melden & Hunt, LLC

REVIEW DATA**PLAT DATA**

The proposed subdivision is on the southwest corner of W. St. Francis and Conway Ave.-S.H. 107 (Mission Suburban ETJ) — see vicinity map. The developer is proposing a (44) forty-four duplex/fourplex lot subdivision that will include (1) one commercial lot and (1) one detention pond — see plat for actual dimensions, square footages, and land uses.

WATER

The water CCN belongs to Sharyland Water Supply Corp (SWSC). The developer is proposing to connect to an existing 12” water line located along the south side of W. St. Francis Ave. and along the west side of Conway Ave. – S.H. 107 to provide water service to each lot. There are 6 fire hydrants proposed to be used as filling stations via direction of the Fire Marshal’s office.

SEWER

An internal 8” sewer line system will provide sewer service to all the lots as it ties into an existing 12” sanitary sewer line south along the west side of N. Conway Ave. (S.H. 107). The Capital Sewer Recovery Fee is required at \$670.00 per lot and \$750 per ac. for commercial lots which equates to \$31,060.00 (\$670.00 x 43 lots + \$750.00 x 3 ac.).

STREETS & STORM DRAINAGE

All internal streets are 32’ Back-to-Back within a 50’ Right of Way, access will be from W. St. Francis Ave. The proposed storm drainage system will consist of 6 type “A” inlets. Surface runoff will be conveyed into a proposed detention pond and discharge into the existing road ditch along N. Conway Ave. (S.H. 107) via a pump system and ultimately discharge into Linda Vista Drain which is owned and maintained by HCDD #1. The City Engineer has reviewed and approved the drainage report.

RECOMMENDATION

Staff recommends approval subject to payment of Capital Sewer Recovery fee, compliance with the City’s Model Subdivision Rules, and meeting any requirements from the County Planning Department.

37-7

37-6

37-5

HERMOSA DR.
 LOMA HERMOSA
 7
 6
 5
 4
 3
 2
 1

FLEA MARKET

SITE LOCATION

VICTORIA SUBD.
 2 3 4 5 6 7 8 9 1 2 3 4 5 6 7 8 9

JORDAN HEIGHTS
 6
 5
 4
 3
 2
 1

PALMHURST
 E.T.J.
 LOT 1 PRATER SUBD.
 LOT 2

CONWAY (S.H. 107)

36-7

36-6

36-5

BRULAH SUBD.
 1
 2

NEW MEXICO ST.
 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18
 19 20 21 22 23 24
 71 70 69 68 67 66 65 64 63 62 61 60 59 58 57 56
 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55

CAROL AVE.
 39 38 37 36 35 34 33 32 31 30 29 28 27 26 25
 POND
 EDUARDO'S No 13

CHELSEA SUBD.
 9 8 7 6 5
 10 11 12 13 14 1

-15

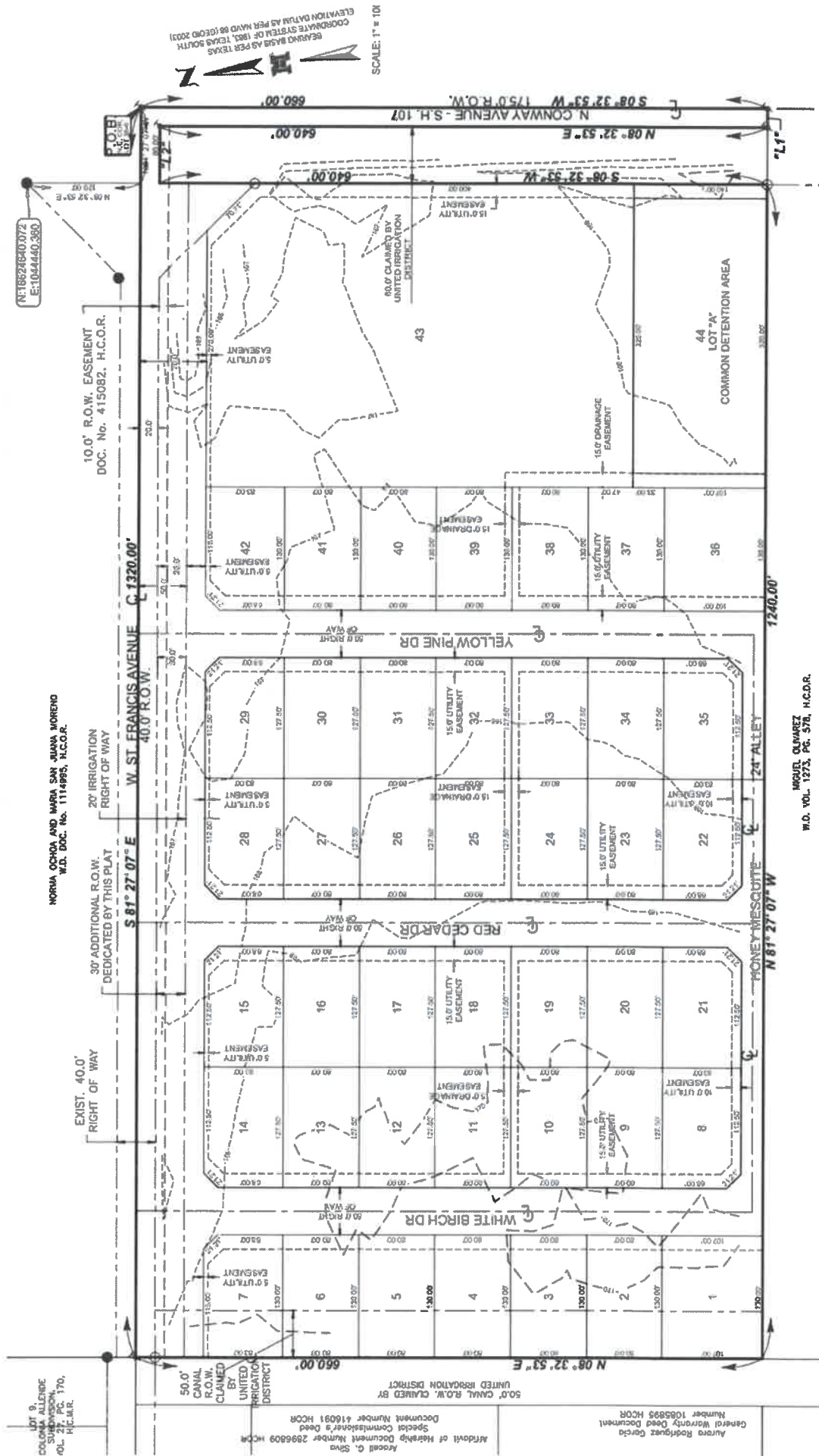


CITY OF MISSION
 HIDALGO COUNTY, TEXAS
 1201 E. 8th Street
 MISSION, TX 78572
 PH: (956) 380-8672
 FAX: (956) 380-8680

Item 28.

No.





BEARND BARRAS PER TEXAS
 COORDINATE SYSTEM OF 1983, TEXAS SOUTH
 ELEVATION DATUM AS PER MAND 86 (JCEMD 2003)

SCALE: 1" = 100'

N: 1822640.072
 E: 1044440.360

NORMA OCHOA AND MARIA SAN JUANA MORENO
 W.D. DOC. No. 1114995, H.C.O.R.

10.0' R.O.W. EASEMENT
 DOC. No. 415082, H.C.O.R.

20' IRRIGATION
 RIGHT OF WAY
 DEDICATED BY THIS PLAT

EXIST. 40.0'
 RIGHT OF WAY

W. ST. FRANCIS AVENUE
 40.0' R.O.W.

S 81° 27' 07" E

30' ADDITIONAL R.O.W.
 DEDICATED BY THIS PLAT

50.0' CANAL
 R.O.W.
 CLAIMED
 BY
 UNITED
 IRRIGATION
 DISTRICT

YELLOW PINE DR

RED CEDAR DR

WHITE BIRCH DR

HONEY MESQUITE
 24' ALLEY

N 81° 27' 07" W

N 08° 32' 53" E

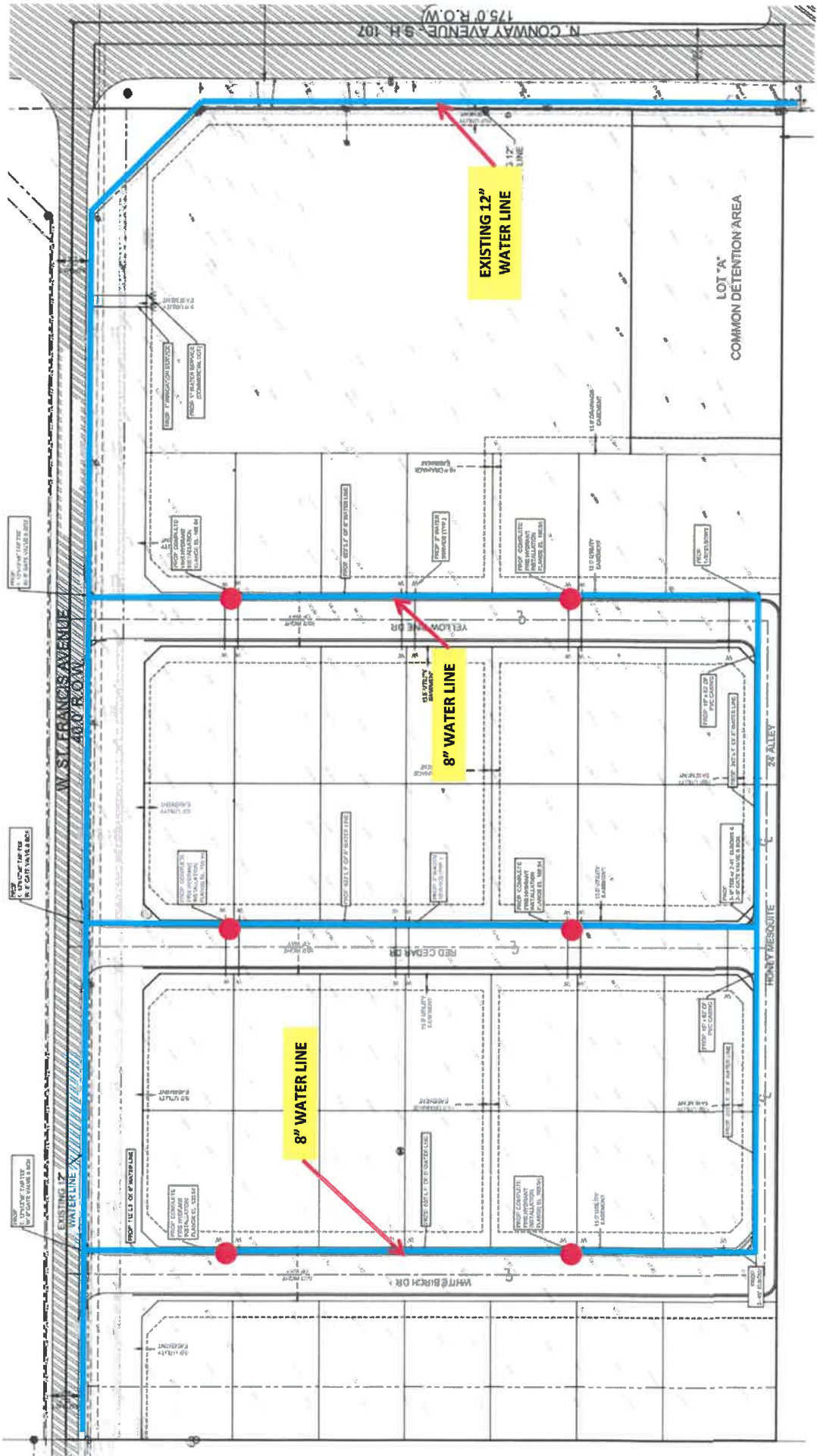
50.0' CANAL R.O.W. CLAIMED BY
 UNITED IRRIGATION DISTRICT

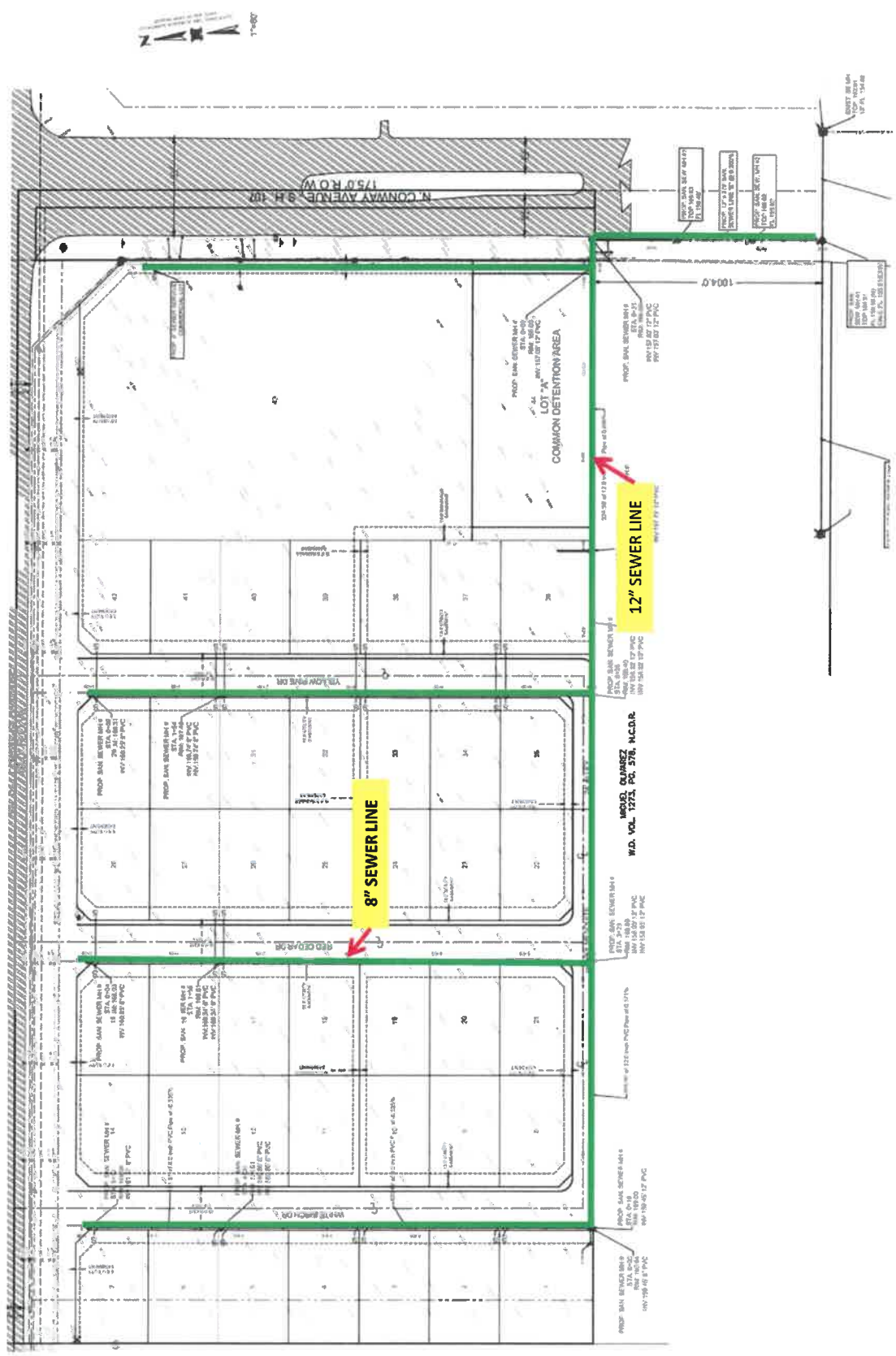
Arroyo of Mariposa
 Special Commissioner's Deed
 Document Number 416091 HCOB

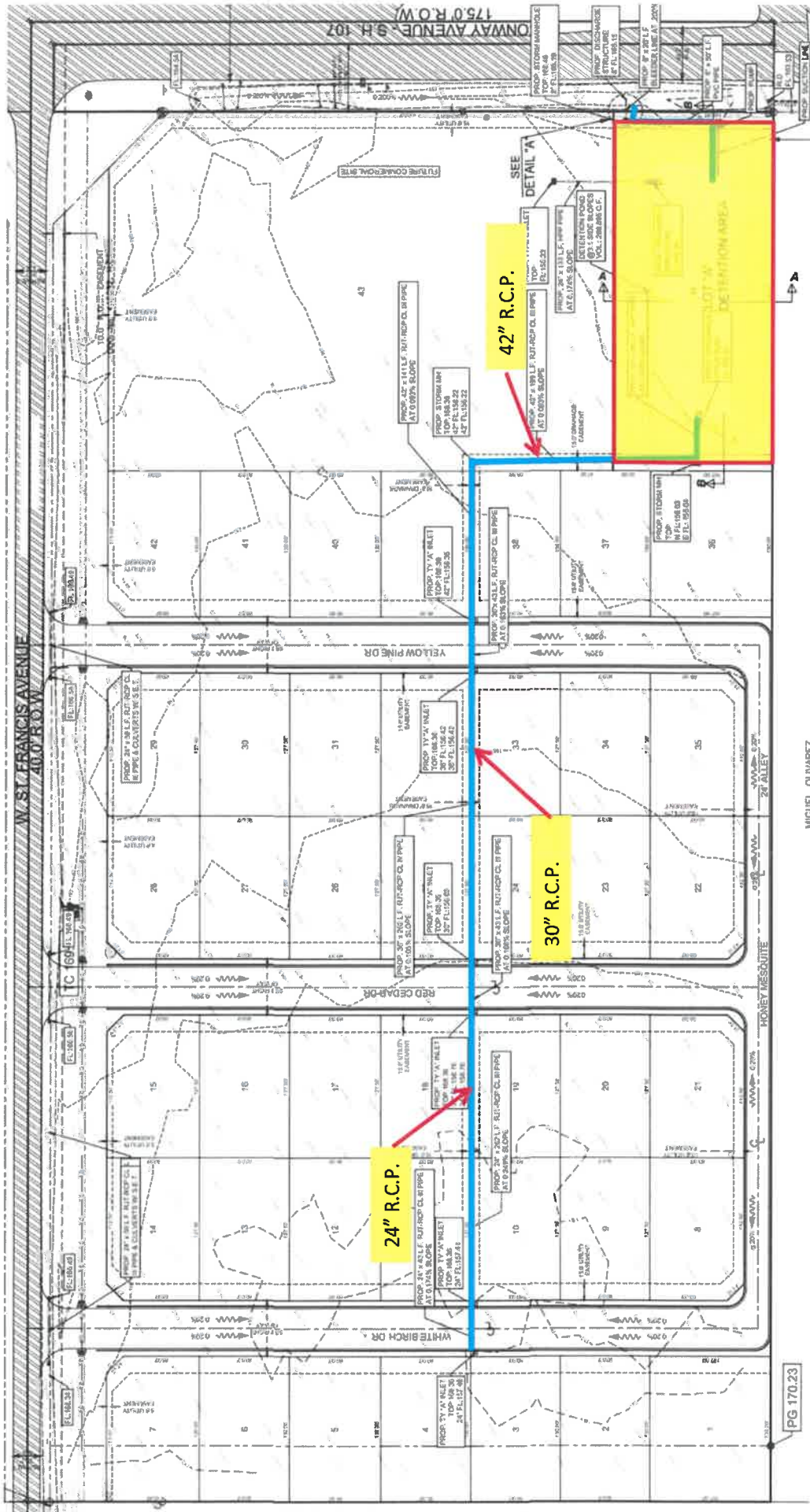
Aurora Rodriguez Garcia
 General Warranty Deed Document
 Number 1085985 HCOB

MIQUEL OLIVEREZ
 W.D. VOL. 1273, PG. 578, H.C.O.R.

LOT 9,
 COLONIA ALLENDE
 SUBDIVISION,
 40.0' R.O.W. 170,
 H.C.O.R.







MUCIFI CIVIARF7



TBPELS Firm # F-1435
TBPELS # 10096900

MELDEN & HUNT INC.

CONSULTANTS • ENGINEERS • SURVEYORS

FRED L. KURTH • ALLAN F. BOOE • KELLEY A. HELLER-VELA • ROBERTO N. TAMEZ • MARIO A. REYNA • RUBEN JAMES DE JESUS

DRAINAGE STATEMENT CONWAY VILLAGE

Job No.: 19190.00 Date: October 5, 2020;
Revised: January 27, 2021

CONWAY VILLAGE is a subdivision of a tract of land containing 14.752 acres situated in the City of Mission ETJ, County of Hidalgo, Texas, being a part or portion out of Lot 36-6, West Addition to Sharyland Subdivision, according to the plat thereof recorded in Volume 1, Page 56, Hidalgo County Map Records. This property is located along the west right-of-way of N. Conway Ave. - S.H. 107 and 120.00 feet south of W. St. Francis Avenue. The tract is currently occupied with a residential home and is being proposed as a 37-Lot subdivision that will include 1 commercial lot and 36 lots for four-plex development. This property is located in Zone "C" on FEMA's Flood Insurance Rate Map, Community Panel No. 480334 0400 C Map Revised: November 16, 1982. Zone "C" is defined as "areas of minimal flooding".

The soils in this area are (25) Hidalgo fine sandy loam, 0 to 1 percent slopes, (28) Hidalgo sandy clay loam, 0 to 1 percent slopes, and (3) Brennan fine sandy loam, 0 to 1 percent slopes "B" in Hydrologic Group Soils. Hydrologic Group Soil "B" has moderate infiltration rate when thoroughly wet. These soils consist chiefly of moderate fine texture to moderate coarse texture. These soils have a moderate rate of water transmission (See excerpts from "Soil Survey of Hidalgo County, Texas).

Storm runoff on this tract is by surface flow, with a southerly direction. The volume of storm runoff is 5.45 c.f.s. based on the 10-year storm frequency, as per attached calculations. Proposed runoff after development is 39.90 c.f.s., during the 50-year storm frequency, as per the attached calculations, which is an increase of 34.45 c.f.s.

In accordance with the City of Mission's drainage policy, the proposed storm drainage system for this subdivision will consist of (6) Type "C-C" Inlets, approximately 337 L.F. of 24-inch storm lines, and approximately 580 L.F. of 30-inch storm lines. Surface runoff from the lots and the proposed streets will be caught by the proposed inlets, and conveyed via said storm lines into a proposed detention pond that will discharge into the existing road ditch along N. Conway Ave. - S.H. 107 via a pump system. The existing road ditch ultimately discharges into Linda Vista Drain. Linda Vista Drain is owned and maintained by Hidalgo County Drainage District No. 1.

In accordance with the City's drainage policy, the peak rate of runoff in the subdivision will not be increased during the 50-year rainfall event due to the improvements in this subdivision. Therefore, as per the attached calculations, 120,710 cubic feet (2.771 ac-ft) of detention shall be provided as per the City of Mission approved grading plan.

<input type="checkbox"/> REJECTED	
<input checked="" type="checkbox"/> APPROVED FOR SUBMITTAL	
<input checked="" type="checkbox"/> TO H.C. PLANNING DEPT.	
<input checked="" type="checkbox"/> TO CITY	
<input checked="" type="checkbox"/> DISCHARGE PERMIT REQUIRED	
<input type="checkbox"/> DISTRICT FACILITY	
<input type="checkbox"/> CITY FACILITY	
<input checked="" type="checkbox"/> OTHER	
TxDOT	
Hector Garcia	
H.C.D.D. NO. 1	DATE: 2/25/21

By: *Fred L. Kurth*
Fred L. Kurth, P.E. Date: 1-28-21





**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: April 22, 2024
PRESENTED BY: Anna Carrillo, City Secretary
AGENDA ITEM: Approval of Ordinance # _____ Amending Ordinance 4813 regarding Citizens Participation in City Council meetings – Carrillo

NATURE OF REQUEST:

The appropriate form must be filled out with the City Secretary prior to calling the meeting to order. Citizen Participation will be limited to agenda items. Public comments regarding an item that is the subject of a public hearing will be heard when the public hearing is held. Speakers must adhere to the time limits (3 minutes) and stay on topic. The Mayor or Presiding Officer, at his or her discretion, may reduce the time as deemed necessary to ensure meeting efficiency. Speaker will follow rules of proper decorum which prohibits any direct or indirect personal attacks towards any member of the council or any city staff the comments made should pertain to city business and should not be threatening in nature. Behavior that fails to yield the floor when the speaker’s time is concluded; is not relevant to the agenda item or city business; repeatedly interrupts a Council Member; disturbs the order of the meeting; involves loud, threatening, hostile, abusive, vulgar, or obscene language; or disrupts the Council meeting is prohibited. Any speaker or audience member that violates these rules of conduct or engages in disruptive behavior may be subject to removal from the meeting. The Mayor or Presiding Officer will enforce these rules, and a person’s failure or refusal to comply with an explicit request or order of the Mayor or Presiding Officer may violate the Texas Penal Code, Section 38.13(a). If rules are violated, the microphone will be turned off and the live feed will be stopped.

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 _____

AN ORDINANCE AMENDING ORDINANCE 4813 OF THE CITY OF MISSION AMENDING CHAPTER II – ADMINISTRATION; ARTICLE II - CITY COUNCIL SECTION 2-34 – PROCEDURE FOR PRESENTATIONS TO COUNCIL AND SEC. 2-36. – RULES OF DECORUM; REMOVAL OF PERSONS FROM MEETING, SECTION (C); PROVIDING FOR SEVERABILITY CLAUSE; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, House Bill 2840 passed during the 86th Legislative Session in 2019 allows for a governmental body to adopt reasonable rules regarding the public's right to address the governmental body on a given agenda item.

WHEREAS, the City hereby acts to pass an ordinance enacting the right of a member of the public to address the governing body of the City at an open meeting regarding an agenda item either before or during the body's consideration of an item; and

WHEREAS, the City of Mission hereby adopts reasonable rules to ensure the orderly conduct of city business and incorporate any and all provisions and clarify other issues.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS THAT

Sec. 2-34. - Procedure for presentations to council, Section (a) is amended as follows:

- (a) Each person addressing the council during citizen participation **must complete the appropriate form with the City Secretary prior to the scheduled meeting and will have one opportunity to speak. Citizens' participation will be limited to agenda items.** When called to speak the citizen shall step up to the microphone provided for the use of the public and give his name and address in an audible tone of voice for the records, state ~~the subject or~~ agenda item(s) he wishes to discuss, state whom he is representing, if he represents an organization or other persons, and unless further time is granted by a majority vote of the council, shall limit his remarks to three minutes, **The Mayor or Presiding Officer, at his or her discretion, may reduce the time as deemed necessary to ensure meeting efficiency** regardless of the number of voting items (that are not the subject of a public hearing) they wish to address excluding the time when interrupted by a member of the council for questions or comments. All remarks shall be addressed to the council as a whole and not to any member thereof. No person other than members of the council and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the council, without the permission of the presiding officer. No question may be asked a councilmember or a member of the city staff without the permission of the presiding officer. Persons wishing to speak on an item that is set for a public hearing must speak at the public hearing section of the meeting. The city attorney or city secretary shall time any presentations and advise the council of the expiration of the time the presentation must halt unless a majority of the council authorizes the presentation to continue.

Sec. 2-36. – Rules of decorum; removal of persons from meeting, Section (c) is amended as follows:

- (c) Persons addressing the council. Any person who willfully utters loud, threatening or abusive language, or engages in any disorderly conduct which would impede, disrupt, or disturb the orderly conduct of any meeting, hearing or other proceeding, shall be called to order by the presiding officer and, if such conduct continues, may at the discretion of the council be ordered barred from further audience before the council during that meeting. ~~No one shall in their utterances or actions be disrespectful to anyone else, public speaker, city staff, or city council.~~ **Speaker will follow rules of proper decorum which prohibits any direct or indirect personal attacks towards any member of the council or any city staff the comments made should pertain to city business and should not be**

threatening in nature. Everyone shall act with polite decorum. Behavior that fails to yield the floor when the speaker’s time is concluded; is not relevant to the agenda item; repeatedly interrupts a Council member; disturbs the order of the meeting; involves loud, threatening, hostile, abusive, vulgar, or obscene language; or disrupts the Council or board meeting is prohibited. Any speaker or audience member that violates these rules of conduct or engages in disruptive behavior may be subject to removal from the meeting. The Mayor or Presiding Officer will enforce these rules, and a person’s failure or refusal to comply with an explicit request or order of the Mayor or Presiding Officer may violate the Texas Penal Code, Section 38.13(a) If rules are violated, the microphone will be turned off and the live feed will be stopped.

This ordinance shall take effect on April 22, 2024.

READ, CONSIDERED AND APPROVED this 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



CITIZEN PARTICIPATION FORM

The City Secretary must receive all Request to Speak Forms prior to the Call to Order at 4:30 p.m. Speakers will have three (3) minutes

NAME: _____

ADDRESS: _____ CITY: _____ ZIP: _____

PHONE # _____ EMAIL: _____

MEETING DATE: _____ AGENDA ITEM # _____

Subject:

1. Public comments regarding an item that is the subject of a public hearing will be heard when the public hearing is held.
2. Speakers must sign up prior to the scheduled meeting and will have one opportunity to speak
3. Speakers must stick to the time limits (3 minutes) and stay on topic.
4. The Mayor or Presiding Officer, at his or her discretion, may reduce the time as deemed necessary to ensure meeting efficiency.
5. Speaker will follow rules of proper decorum which prohibits any direct or indirect personal attacks towards any member of the council or any city staff the comments made should pertain to city business and should not be threatening in nature.
6. Behavior that fails to yield the floor when the speaker's time is concluded; is not relevant to the agenda item or city business; repeatedly interrupts a Council member; disturbs the order of the meeting; involves loud, threatening, hostile, abusive, vulgar, or obscene language; or disrupts the Council or board meeting is prohibited.
7. Any speaker or audience member that violates these rules of conduct or engages in disruptive behavior may be subject to removal from the meeting.
8. The Mayor or Presiding Officer will enforce these rules, and a person's failure or refusal to comply with an explicit request or order of the Mayor or Presiding Officer may violate the Texas Penal Code, Section 38.13(a)
9. If rules are violated, the microphone will be turned off and the live feed will be stopped.

ACKNOWLEDGEMENT

City Charter Section 2-36 (c) – Rules of decorum - *Persons addressing the council.* Any person who willfully utters loud, threatening or abusive language, or engages in any disorderly conduct which would impede, disrupt, or disturb the orderly conduct of any meeting, hearing or other proceeding, shall be called to order by the presiding officer and, if such conduct continues, may at the discretion of the council be ordered barred from further audience before the council during that meeting. No one shall in their utterances or actions be disrespectful to anyone else, public speaker, city staff, or city council.

Signature: _____

Date: _____



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: April 22, 2024

PRESENTED BY: David Flores, Assistant City Manager

AGENDA ITEM: Approval of Resolution # _____ authorizing City Manager or their designee to evaluate premiums and deductibles for all TMLIRP Insurance products and to take any action as necessary – Flores

NATURE OF REQUEST:

City staff recommends that the City Council adopt a resolution authorizing the City Manager or their designee to evaluate premiums and deductibles for all TMLIRP Insurance products and to take any action as necessary.

The proposed resolution and requested authority aim to confirm the City Manager’s general authority to adjust as needed to the City’s insurance premiums and deductibles. There are annual changes in the insurance market and changes in our rates. The City Manager and/or their designee can track such changes and modify premiums and deductibles across all City insurance lines to ensure that City assets are protected at the best price all while minimizing risk.

City staff has identified four deductibles that can be increased providing the City with a lower premium while minimizing risk. The insurance lines are:

- Errors & Omissions Liability deductible increase from \$10,000 to \$25,000;
- Property deductible increase from \$1,000 to \$25,000;
- Auto Physical Deductible increase from \$500 to \$2,500;
- Law Enforcement Liability Deductible increase from \$5,000 to \$10,000.

The change in deductible will result in a credit of \$71,775 with TMLIRP which may be applied to ongoing Workers’ Compensation deductible payments for the rest of the fiscal year. The change in deductible will also reduce next year’s premium by approximately \$179,000.

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. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
AUTHORIZING THE CITY MANAGER OR THEIR DESIGNEE TO EVALUATE
INSURANCE PREMIUMS AND DEDUCTIBLES FOR ALL TMLIRP INSURANCE
PRODUCTS AND TAKE ANY ACTION AS NECESSARY**

WHEREAS, the City of Mission protects city’s assets against losses through programs of insurance; and

WHEREAS, changing conditions in the insurance market, including new and emerging potentials for loss, can negatively affect coverage and premiums; and

WHEREAS, the market for insurance, can move fast and quick flexibility may be needed to respond, and;

WHEREAS, the City Council of the City of Mission seeks to maintain a high performing and financially stable City government.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mission hereby authorizes the City Manager or their designee to track such changes and modify premiums and deductibles across all TMLIRP Insurance products to ensure that City assets are protected at the best price all while minimizing risk.

APPROVED on this the 22nd day of April 2024.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary



**CITY COUNCIL AGENDA ITEM
& RECOMMENDATION
SUMMARY**

MEETING DATE: April 22, 2024

PRESENTED BY: Juan Avila, Fleet Director

AGENDA ITEM: Approval of Change Order #1 to Service Agreement with Siddons Martin Emergency Group, LLC. regarding the first one-year renewal option to service the City of Mission Fire Department’s apparatuses and special equipment – Avila

NATURE OF REQUEST:

On April 10, 2023 City Council authorized staff to enter into a Service Agreement with Siddons Martin for a one-year term. Staff is seeking authorization to approve Change Order #1 (amendment to Exhibit A, Services & Fees) regarding the first one-year renewal option to service the City of Mission Fire Department’s apparatuses and special equipment. The extension of this contract would be from April 27, 2024 through April 27, 2025.

BUGETED: <u>Yes</u> / No / N/A	FUND: <u>General Fund</u>	ACCT.#: <u>01-416-34491</u>
BUDGET: <u>\$220,000</u>	EST. COST: <u>\$80,000</u>	CURRENT BUDGET BALANCE: <u>\$901</u>

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 _____

CHANGE ORDER ONE TO SERVICES AGREEMENT

Change Order No. 1 to Services Agreement (the "**Change Order**"), with an Effective Date as defined below, between Siddons Martin Emergency Group, LLC, a Texas limited liability company having its principal place of business at 1362 East Richey Road, Houston, TX 77073 ("**Service Provider**"), and City of Mission Fire Department, a Texas municipality ("**Customer**"), and together with Service Provider, the "**Parties**", and each, a "**Party**").

WHEREAS, the Parties have entered into a Service Agreement, dated April 27, 2023, the "**Existing Agreement**";

WHEREAS, the Term of the Existing Agreement is set to expire on April 27, 2024 and the Parties hereto desire to exercise the option to renew the Existing Agreement for an additional one (1) year Renewal Term as set forth in Section 5.1 of the Existing Agreement;

WHEREAS, pursuant to Section 5.1 of the Existing Agreement, the Service Provider may request an increase to the rates set forth in Exhibit A for each Renewal Term;

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Definitions. Capitalized terms used and not defined in this Change Order have the respective meanings assigned to them in the Existing Agreement.
2. Exercise of First Option to Renew. As of April 27, 2024 ("**Effective Date**"), the Existing Agreement is hereby extended for an additional one (1) year Renewal Term, with the expiration date now being April 27, 2025.
3. Exhibit A. The attached rates are hereby incorporated into the Existing Agreement and will supersede and replace Exhibit A as of the Effective Date. All other terms and conditions of the Existing Agreement remain unchanged.

[Signature Page to Follow]

IN WITNESS WHEREOF, the Parties have executed this Change Order as of the date written below.

CITY OF MISSION FIRE DEPARTMENT

By _____

Name: _____

Title: _____

Date: _____

**SIDDONS MARTIN EMERGENCY GROUP,
LLC**

By _____

Name: _____

Title: _____

Date: _____

Exhibit A
SERVICES & FEES TO BE INCLUDED: Aerial, Pumper, Rescue

500 Hour / 6-Month Chassis Preventative Maintenance: Includes changing engine oil, oil filter(s), air filter, crank case (element only if necessary) check and top off transmission, pump, differential and coolant fluid levels, complete chassis lubrication and 104 point visual inspection with written report and estimates for needed repairs. **Cost: \$2,965**

Annual Aerial Preventative Maintenance: Includes cleaning and lubricating all ladder points, minor cable adjustment, if necessary, top off hydraulic fluids and perform drift test on all cylinders. Operate and inspect all ladder appliances. Replacement of hydraulic filters will be an additional cost and estimate provided to customer prior to completion if necessary. **Cost: \$2,635**

AC Maintenance: Includes evacuate system and weigh refrigerant level. Replace OEM drier(s), clean compressor screen, clean evaporator screens, vacuum test system, recharge with refrigerant and perform system leak test. Repair estimate to be provided for any necessary repairs upon completion. **Cost: \$985**

TAK 4 Suspension Maintenance: Includes inspection and checks on all TAK-4 components including proper ride height and adjustments required. **Cost: \$523**

T3 Rear Axle (All-Steer) Maintenance: Includes inspection and checks on all T3 components, torque verification and complete system lubrication. **Cost: \$1,645**

Foam/CAFS System Service: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: \$1,425**

Foam System Only Maintenance: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: \$550**

Wheels off Brake Inspection: Includes removal all wheels/tires; performing an inspection off all brake components for wear and/or damage. Inspection fee will be credited should brake repairs be needed and approved at time of inspection. **Cost: \$468**

Hydraulic Generator Service: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: \$825**

Quantum Step Maintenance: Includes removal and replacement of system filtration components, check compressor operation and settings, check and verify drain operation. **Cost: \$468**

Annual Pump Testing: Perform annual certification pump testing with written report **Cost: \$468**

SERVICES & FEES TO BE INCLUDED: Brush Truck, Mini-Pumper

10,000 miles/6-Month Preventative Maintenance: Includes changing engine oil, oil filter(s), fuel filter(s), check and top off transmission, differential and coolant fluid levels, complete chassis lubrication and 104-point visual inspection with written report and estimates. **Cost: \$853**

Annual Pump Service: Includes changing engine oil, oil filter(s), air filter, complete system visual and operational inspection with written report and estimates for needed repairs on findings. **Cost: \$545**

Wheels off Brake Inspection: Includes removal all wheels/tires; performing an inspection off all brake components for wear and/or damage. Inspection fee will be credited should brake repairs be needed and approved at time of inspection. **Cost: \$468**

LABOR RATE

Labor is calculated on an hourly rate per job and broken down by individual labor operations. Labor rates are the same regardless of make, model or manufacturer of apparatus. Normal business hours are 7:30 a.m. to 4:30 p.m.

In-Shop Labor Rate: \$184.00
 Field Service Labor Rate: \$195.00
 After Hours Labor Rate: \$195.00

TRAVEL RATE:

All work for above pricing is to be performed at a Siddons-Martin service center. Travel to and from customer location per customer request will be charged at \$170.00 per round trip.

PARTS

Parts will be charged to the Mission Fire Department (“**Customer**”) at 10% off the standard Siddons-Martin retail price. This cost factor remains the same regardless of origin of the part. Shipping and freight charges will be billed as an additional charge and indicated on invoices as such.

Siddons-Martin strives to use our volume purchasing to reduce costs of commonly acquired parts, supplies and miscellaneous items used in the repair of apparatus. Any discounts received are used to determine the cost to be charged to the Customer.

LOCATION(S) THAT SERVICES AND REPAIRS WILL BE PERFORMED.

Any repairs able to be completed at the customers location will be done so upon customer request. Any repair or service that requires more space, time, or specialized equipment will be performed at the **Edinburg** Service Center. Additionally, we employ multiple field service technicians in the area that are available to respond to road service calls.

Note: Any heavy engine, transmission, driveline and body work must be performed in a shop.

SCHEDULING/RESPONSE TIME

Siddons-Martin will work with the customer to schedule each apparatus for 500-hour/6-Month and annual maintenance, including needed pump testing and ladder certification, and other repairs as required. The dates and times of such service will be agreed to by Siddons-Martin and Customer per apparatus.

If an apparatus is out of service and in need of repair, the Customer will contact the assigned account contact or the service manager for the **Edinburg** Service Center and a coordination of providing diagnosis, evaluation and repairs will be scheduled as soon as possible. If after normal business hours, please contact the emergency phone number.

For immediate or emergency repairs during normal circumstances, Siddons-Martin will dispatch, upon notice from the customer, a field technician to evaluate and diagnose any issues within 2 hours and a field technician will be on-site within 4 hours from the time Siddons-Martin is notified. Field technicians are available for emergency response 24 hours a day.

Siddons-Martin will provide an estimate for repair costs within 24 hours of diagnostic and evaluation submittal.

SERVICES AGREEMENT

This Services Agreement (this “**Agreement**”), dated April 27, 2023 (the “**Effective Date**”), is by and between Siddons Martin Emergency Group, LLC a Texas Limited Liability Company, located at 1362 East Richey Road, Houston, Texas 77073 (“**Service Provider**”) and the City of Mission Fire Department (“**Customer**” and together with Service Provider, the “**Parties**”, and each a “**Party**”).

WHEREAS, Service Provider has the capability and capacity to provide certain maintenance and repair services; and

WHEREAS, Customer desires to exclusively retain Service Provider to provide the said services, and Service Provider is willing to perform such services under the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Service Provider and Customer agree as follows:

1. Services. Service Provider shall provide to Customer the maintenance and repair services (the “**Services**”) set out in **Exhibit A**, attached hereto and incorporated herein. Customer will exclusively use Service Provider for these services for the Term of this Agreement.

2. Customer Obligations. Customer shall:

2.1. Designate one of its employees or agents to serve as its primary contact with respect to this Agreement and to act as its authorized representative with respect to matters pertaining to this Agreement (the “**Customer Contract Manager**”), with such designation to remain in force unless and until a successor Customer Contract Manager is appointed.

2.2. Require that the Customer Contract Manager respond promptly to any reasonable requests from Service Provider for instructions, information or approvals required by Service Provider to provide the Services and cooperate with Service Provider in its performance of Services.

3. Fees and Expenses.

3.1. Customer agrees that the Services performed pursuant to this Agreement will be invoiced at the rates set forth in **Exhibit A**. The rates set forth in **Exhibit A** shall remain in effect for the Term of this Agreement. Unless otherwise provided in the applicable invoice, said fees will be payable within net 30 days of receipt by the Customer of an invoice from Service Provider.

3.2. Customer shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity on any amounts payable by Customer hereunder; provided, that, in no event shall Customer pay or be responsible for any taxes imposed on, or with respect to, Service Provider’s income, revenues, gross receipts, personnel or real or personal property or other assets.

3.3. In addition to all other remedies available under this Agreement or at law (which Service Provider does not waive by the exercise of any rights hereunder), Service Provider shall be entitled to suspend the provision of any Services if the Customer fails to pay any amounts when due hereunder and such failure continues for thirty (30) days following written notice thereof.

4. Limited Warranty and Limitation of Liability.

4.1. Service Provider warrants that it shall perform the Services:

- (a) In accordance with the terms and subject to the conditions set out in this Agreement.
- (b) Using personnel of required skill, experience, and qualifications.
- (c) In a timely, workmanlike and professional manner in accordance with generally recognized industry standards for similar services.

4.2. Service Provider will provide Customer with a warranty for all Services for a period of ninety (90) days from the date of sale or services rendered. If a particular manufacturer offers a warranty beyond 90 days, Service Provider will pass on the same warranty to Customer.

4.3. SERVICE PROVIDER MAKES NO WARRANTIES EXCEPT FOR THAT PROVIDED IN Sections 4.1 and 4.2 ABOVE. ALL OTHER WARRANTIES, EXPRESS AND IMPLIED, ARE EXPRESSLY DISCLAIMED.

5. Term, Termination and Survival.

5.1. This Agreement shall commence as of the Effective Date and shall continue thereafter until the completion of the Services for a period of one (1) year (the “**Term**”, not to exceed three (3) years including renewal terms), unless sooner terminated pursuant to Section 5.2 or Section 5.3. The Agreement will automatically renew for successive renewal terms of one (1) year (each a “**Renewal Term**”); however, in no event will the Agreement automatically renew beyond two Renewal Terms unless agreed by both Parties in writing. Upon advanced written notice to Customer, Service Provider may request an increase to the rates set forth in Exhibit A for each Renewal Term not to exceed 10%. If the Term is renewed for any Renewal Term(s) pursuant to this section, the terms and conditions of this Agreement during each such Renewal Term shall be the same as the terms and conditions in effect immediately prior to such renewal, subject to any change in rates agreed to by both Parties.

5.2. Either party may terminate this Agreement, effective upon written notice to the other party (the “**Defaulting Party**”), if the Defaulting Party:

- (a) Breaches this Agreement, and such breach is incapable of cure, or with respect to a breach capable of cure, the Defaulting Party does not cure such breach within 30 days after receipt of written notice of such breach.
- (b) Becomes insolvent or admits its inability to pay its debts generally as they become due.
- (c) Becomes subject, voluntarily, or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law.
- (d) Is dissolved or liquidated or takes any corporate action for such purpose.
- (e) Makes a general assignment for the benefit of creditors.

(f) Has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

(g) Gives thirty 30 days' notice of termination of this agreement.

5.3. Notwithstanding anything to the contrary in Section 5.2(a), Service Provider may terminate this Agreement before the expiration date of the Term on written notice if Customer fails to pay any amount when due hereunder and such failure continues for thirty (30) days after Customer's receipt of written notice of nonpayment.

6. Limitation of Liability. IN NO EVENT SHALL SERVICE PROVIDER BE LIABLE TO CUSTOMER FOR ANY LOSS OF USE, REVENUE OR PROFIT OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT SERVICE PROVIDER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. THE LIMITATIONS AND EXCLUSIONS SET FORTH IN THIS SECTION SHALL NOT APPLY TO DAMAGES OR LIABILITIES ARISING FROM PERSONAL INJURY OR DEATH OR DAMAGE TO ANY REAL OR TANGIBLE PERSONAL PROPERTY CAUSED BY SERVICE PROVIDER'S GROSSLY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OR THE GROSSLY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OF THE SERVICE PROVIDER IN PERFORMING ITS OBLIGATIONS UNDER THIS AGREEMENT.

7. Entire Agreement. This Agreement, including exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter.

8. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Agreement (each, a "Notice", and with the correlative meaning "Notify") must be in writing and addressed to the other Party at its address set forth below (or to such other address that the receiving Party may designate from time to time in accordance with this Section). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving Party; and (b) if the Party giving the Notice has complied with the requirements of this Section 8.

Notice to Customer: City of Mission

Address: 1201 E. 8th Street
Mission, TX 78572

Attention: Fleet Director

Notice to Service Provider:

1362 E Richey Road
Houston, Texas 77073

Attention: Legal Department

9. Audit Rights. Service Provider will maintain complete and accurate records relating to the provision of the Services under this Agreement. During the Term, upon Customer's written request, Service Provider shall allow Customer or Customer's representative to inspect and make copies of such records in connection with the provision of the Services; provided that Customer provides Service Provider with at least five (5) business days advance written notice of the planned inspection, and any such inspection shall take place during regular business hours.

10. Severability. If any term or provision of this Agreement is invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction; provided, however, that if any fundamental term or provision of this Agreement is invalid, illegal or unenforceable, the remainder of this Agreement shall be unenforceable. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to affect the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

11. Amendments. No amendment to or modification of this Agreement is effective unless it is in writing, identified as an amendment to this Agreement and signed by an authorized representative of each Party.

12. Waiver. No waiver by any party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

13. Assignment. Customer shall not assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of Service Provider. Any purported assignment or delegation in violation of this Section 13 shall be null and void. No assignment or delegation shall relieve the Customer of any of its obligations under this Agreement.

14. Successors and Assigns. This Agreement is binding on and inures to the benefit of the Parties to this Agreement and their respective permitted successors and permitted assigns.

15. No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other Person any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement.

16. Choice of Law. This Agreement, including all exhibits, schedules, attachments and appendices attached to this Agreement, and all matters arising out of or relating to this Agreement, are governed by, and construed in accordance with, the laws of the State of Texas, without regard to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of Texas.


17. Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. Notwithstanding anything to the contrary in

Section 8, a signed copy of this Agreement delivered by facsimile, email or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

18. Force Majeure. The Service Provider shall not be liable or responsible to Customer, nor be deemed to have defaulted or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond the reasonable control of Service Provider including, without limitation, acts of God, flood, fire, earthquake, explosion, governmental actions, war, invasion or hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest, national emergency, revolution, insurrection, epidemic, lock-outs, strikes or other labor disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials, materials or telecommunication breakdown or power outage, provided that, if the event in question continues for a continuous period in excess of 30 days, Customer shall be entitled to give notice in writing to Service Provider to terminate this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above by their respective officers thereunto duly authorized.

CUSTOMER

By 
Name: Randy Perez
Title: City Manager
Date: 4/27/23

SIDDONS MARTIN EMERGENCY GROUP, LLC


By 
Name: Troy Harrison
Title: Vice President Service
Date: 4/27/2023

Exhibit A

SERVICES & FEES TO BE INCLUDED: Aerial, Pumper, Rescue

500 Hour / 6-Month Chassis Preventative Maintenance: Includes changing engine oil, oil filter(s), fuel filter(s), air filter, crank case (element only), def filter, air dryer service (element only), transmission fluid and filters, coolant filter as needed, pump oil and filter, differential fluid inspection, complete chassis lubrication. 104 point visual inspection with written report and estimates for needed repairs. **Cost: \$2,695**

Annual Aerial Preventative Maintenance: Includes cleaning and lubricating all ladder points, minor cable adjustment, if necessary, top off hydraulic fluids and perform drift test on all cylinders. Operate and inspect all ladder appliances. Replacement of hydraulic filters will be an additional cost and estimate provided to customer prior to completion if necessary. **Cost: \$2,395**

AC Maintenance: Includes evacuate system and weigh refrigerant level. Replace OEM drier(s), clean compressor screen, clean evaporator screens, vacuum test system, recharge with refrigerant and perform system leak test. Repair estimate to be provided for any necessary repairs upon completion. **Cost: \$895**

TAK 4 Suspension Maintenance: Includes inspection and checks on all TAK-4 components including proper ride height and adjustments required. **Cost: \$475**

T3 Rear Axle (All-Steer) Maintenance: Includes inspection and checks on all T3 components, torque verification and complete system lubrication. **Cost: \$1,495**

Husky Foam/CAFS System Service: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: \$1,295**

Husky Foam System Only Maintenance: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: \$500**

Wheels off Brake Inspection: Includes removal all wheels/tires; performing an inspection off all brake components for wear and/or damage. Inspection fee will be credited should brake repairs be needed and approved at time of inspection. **Cost: \$425**

Hydraulic Generator Service: Includes removal and replacement of all filters, drain and refill fluids. Operate and inspect all system operation upon service completion. **Cost: \$750**

Quantum Step Maintenance: Includes removal and replacement of system filtration components, check compressor operation and settings, check and verify drain operation. **Cost: \$425**

Annual Pump Testing: Perform annual certification pump testing with written report **Cost: \$425**

SERVICES & FEES TO BE INCLUDED: Brush Truck, Mini-Pumper

10,000 miles/6-Month Preventative Maintenance: Includes changing engine oil, oil filter(s), fuel filter(s), check and top off transmission, differential and coolant fluid levels, complete chassis lubrication and 104-point visual inspection with written report and estimates. **Cost: \$775**

Annual Pump Service: Includes changing engine oil, oil filter(s), air filter, complete system visual and operational inspection with written report and estimates for needed repairs on findings. **Cost: \$495**

Wheels off Brake Inspection: Includes removal all wheels/tires; performing an inspection off all brake components for wear and/or damage. Inspection fee will be credited should brake repairs be needed and approved at time of inspection. **Cost: \$425**

LABOR RATE

Labor is calculated on an hourly rate per job and broken down by individual labor operations. Labor rates are the same regardless of make, model or manufacturer of apparatus. Normal business hours are 7:30 a.m. to 4:30 p.m.

In-Shop Labor Rate: \$167.50

Field Service Labor Rate: \$177.50

After Hours Labor Rate: \$177.50

TRAVEL RATE:

All work for above pricing is to be performed at a Siddons-Martin service center. Travel to and from customer location per customer request will be charged at \$170.00 per round trip.

PARTS

Parts will be charged to the Mission Fire Department (“Customer”) at 10% off the standard Siddons-Martin retail price. This cost factor remains the same regardless of origin of the part. Shipping and freight charges will be billed as an additional charge and indicated on invoices as such.

Siddons-Martin strives to use our volume purchasing to reduce costs of commonly acquired parts, supplies and miscellaneous items used in the repair of apparatus. Any discounts received are used to determine the cost to be charged to the Customer.

LOCATION(S) THAT SERVICES AND REPAIRS WILL BE PERFORMED.

Any repairs able to be completed at the customers location will be done so upon customer request. Any repair or service that requires more space, time, or specialized equipment will be performed at the Pharr service center. Additionally, we employ multiple field service technicians in the area that are available to respond to road service calls.

Note: Any heavy engine, transmission, driveline, and body work must be performed in a shop.

SCHEDULING/RESPONSE TIME

Siddons-Martin will work with the customer to schedule each apparatus for 500-hour/6-Month and annual maintenance, including needed pump testing and ladder certification, and other repairs as required. The dates and times of such service will be agreed to by Siddons-Martin and Customer per apparatus.

If an apparatus is out of service and in need of repair, the Customer will contact the assigned account contact or the service manager for the Pharr Service Center and a coordination of providing diagnosis, evaluation and repairs will be scheduled as soon as possible. If after normal business hours, please contact the emergency phone number.

For immediate or emergency repairs during normal circumstances, Siddons-Martin will dispatch, upon notice from the customer, a field technician to evaluate and diagnose any issues within 2 hours from the time Siddons-Martin is notified. Field technicians are available for emergency response 24 hours a day.

Siddons-Martin will provide an estimate for repair costs within 24 hours of diagnostic and evaluation submittal.



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Michael Elizalde, Grants Administrator

AGENDA ITEM: Approval of Resolution No. _____ authorizing to revocation of grant award for FY23 COPS Hiring Program with the U.S. Department of Justice, Office of Community Oriented Policing - Elizalde

NATURE OF REQUEST:

On May 8, 2023 the Mission Police Department received authorization under resolution 1836 to apply for the FY23 COPS Hiring Program to the U.S. Department of Justice. On November 2, 2023 the Department received the matching grant award in the amount of \$1,000,000.00. The grant would allow the support of eight (8) new officer hires over a 3-year grant period of performance. Since the acceptance of the grant award, the Department has conducted Civil Service Commission Police Officer Entry-Level Examinations and have not been successful in obtaining qualified individuals. Due to the department quickly approaching the grants reasonable timeline for hiring officers, the department finds it in the best interest of the city to rescind the contract award in the interest of the program's initiatives.

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 _____

Award Letter

November 2, 2023

Dear Jody Tittle,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Community Oriented Policing Services (the COPS Office) has approved the application submitted by CITY OF MISSION for an award under the funding opportunity entitled 2023 FY23 COPS Hiring Program. The approved award amount is \$1,000,000.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by the COPS Office, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

HUGH CLEMENTS
COPS Director

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the

Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance to give assurances that they will comply with those laws. Taken together, these civil rights laws prohibit recipients of federal financial assistance from DOJ from discriminating in services and employment because of race, color, national origin, religion, disability, sex, and, for grants authorized under the Violence Against Women Act, sexual orientation and gender identity. Recipients are also prohibited from discriminating in services because of age. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>.

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a nondiscriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5).

The OCR is available to help you and your organization meet the civil rights requirements that are associated with DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to contact the OCR at askOCR@ojp.usdoj.gov.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION RESCINDING
RESOLUTION 1836 REGARDING THE MISSION POLICE DEPARTMENT’S FY23 COPS
HIRING PROGRAM GRANT**

WHEREAS, Resolution 1836 was approved by the City Council on May 8, 2023 authorizing the submission of a grant application for the Mission Police Department’s FY23 COPS Hiring Program grant for the 2023 fiscal year; and

WHEREAS, On November 2, 2023 the Mission Police Department accepted the awarding of a matching grant for the FY23 COPS Hiring Program from the U.S. Department of Justice in the amount of \$1,000,000.00; and

WHEREAS, the Department has conducted Civil Service Commission Police Officer Entry-Level Examinations and have not been successful in obtaining qualified individuals; and

WHEREAS, Due to the department quickly approaching the grants reasonable timeline for hiring officers, the department finds it in the best interest of the city to rescind the contract award in the interest of the program’s initiatives.

NOW THEREFORE, BE IT RESOLVED that the City of Mission City Council hereby rescinds Resolution 1836.

READ, CONSIDERED, AND APPROVED on this the 22nd of April 2024.

Norie Gonzalez Garza, Mayor

Attest:

Anna Carrillo, City Secretary

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE #5403 RESCINDING EIGHT (8) POSITIONS FROM THE CLASSIFIED POSITION OF PATROLMAN FOR FY 2023-24 FOR THE MISSION POLICE DEPARTMENT

Whereas, the City Council in Ordinance 2703 established the civil service policies for the City of Mission and in this ordinance establishes the classifications in the Police Department for each FY. The Mission Police Department was awarded and accepted the 2023 COPS Hiring Program Grant from the US Department of Justice that allowed the hiring of eight (8) police officers. By the approval of Ordinance #5403 on November 27, 2023, the Mission Police Department increased the Classified Positions of Patrolman for FY 2023-24 from 147 to 155.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TX. THAT,

SECTION 1: The classified positions for Patrolman will decrease to 147 from 155 with the rescinding of the eight (8) positions previously awarded to the Mission Police Department and shall be set out in the attached exhibit and incorporated herein.

SECTION 2: This ordinance shall be effective on April 23, 2024 and shall be subject to amendment or repeal in accordance with the fiscal year for the City of Mission which shall expire on September 30, 2024.

SECTION 3: The City Secretary of the City of Mission is hereby authorized and directed to publish such ordinance in a newspaper having circulation in Mission, Texas in Hidalgo County.

SECTION 4: If any part or parts of this ordinance are found to be invalid or unconstitutional by a court having competent jurisdiction, then such invalidity or unconstitutionality shall not effect the remaining parts hereof and such remaining parts shall remain in full force and effect, and to that extent this ordinance is considered severable.

CONSIDERED, PASSED, AND APPROVED this 22nd day of April, 2024.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

CIVIL SERVICE CLASSIFICATION
FY 23-24

MISSION POLICE DEPARTMENT

	23-24		23-24 amendment
LT	6		6
SGT	10		10
CPL	9		9
PATROLMAN	155	-8	147
Total	180		172
Assistant Chief	2		2
Chief of Police	1		1
Total	183		175



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Brad Bentsen, Director Parks and Recreation

AGENDA ITEM: Authorization to award bid to Tabeza Holdings for Construction of Restrooms at Astroland and CWV Park – Bentsen

NATURE OF REQUEST:

On February 12, 2024, City Council authorized Staff to solicit bids for construction of three (3) restrooms. The City of Mission has accepted and opened twelve (12) bid responses one (1) of which was deemed incomplete. Staff recommends awarding bid of two (2) restrooms located at Astroland and CWV Park to Tabeza Holdings the lowest responsive and responsible bidder meeting all specifications.

Tabeza Holdings - \$127,724.00

Astroland Park 115 South St. Marie Street - \$60,753.00

CWV Park 115 South Mayberry Rd - \$66,971.00

BUGETED: Yes **FUND:** Park Dedication Fund **ACCT. #:** 27-454-74940

BUDGET: \$147,515 **EST. COST:** \$ **CURRENT BUDGET BALANCE:** \$147515

BID AMOUNT: \$127,724.00

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: Approval

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____

BID NAME/NUMBER: 24-316-03-25 / Construction of Restrooms at City Parks

OPEN DATE: March 25, 2024 2:00 PM CST



Bidder:		CWV Park	Astroland Park	Oblate Park	Park: Alternate Bid	Total
Vendor Name: 365 Builders	Bid Price Completion Days Bid Bond/Cashier's	\$81,808.19	\$64,168.36	\$87,589.09	\$2,935.00	\$236,500.64
Street address: 2108 W. Griffin Parkway,		20	20	20		
City, State: Mission, TX 78572		Yes (1)				
Phone: (956) 607-0470						
Fax:						
Contact: Jose Gilberto Maldonado						
Email: 365buildersllc@gmail.com						
Addendums?	Yes					
Vendor Name: Tabeza Holdings	Bid Price Completion Days Bid Bond/Cashier's	\$66,971.00	\$60,753.00	\$76,950.00	\$3,400.00	\$208,074.00
Street address: 10604 N. 24th St.		90	90	90		
City, State: McAllen, TX 78504		Yes	Yes	Yes		
Phone: (956) 739-8201						
Fax:						
Contact: Francisco Meza						
Email: frankm@tabezaholdings.com						
Addendums?	Yes					
Vendor Name: 4MA Construction, LLC.	Bid Price Completion Days Bid Bond/Cashier's	\$102,336.00	\$97,708.00	\$98,736.30	\$3,549.00	\$302,329.30
Street address: 810 N. Alton Blvd.		90	90	90		
City, State: Alton, TX 78573		Yes (1)				
Phone: (956) 800-4248						
Fax:						
Contact: Manuel Anaya						
Email: manny@4ma.co						
Addendums?	Yes					
Vendor Name: Granchelli Construction, LLC.	Bid Price Completion Days Bid Bond/Cashier's	\$259,186.78	\$239,375.48	\$264,373.88	\$3,510.00	\$766,446.14
Street address: 2001 Industrial Dr.		90	90	90		
City, State: McAllen, TX 78504		Yes (1)				
Phone: (956) 928-1122						
Fax: (956) 928-0322						
Contact: Raul Cantu Jr.						
Email: armando@granchelliconstruction.com						
Addendums?	Yes					



BID NAME/NUMBER: 24-316-03-25 / Construction of Restrooms at City Parks

OPEN DATE: March 25, 2024 2:00 PM CST

Bidder:		CWV Park	Astroland Park	Oblate Park	Park: Alternate Bid	Total	
Vendor Name:	JAX Construction						
Street address:	7021 Mile 7-1/2 Rd.	Bid Price	\$84,374.00	\$75,485.00	\$79,642.00	\$4,400.00	\$243,901.00
City, State:	Mission, TX 78573	Completion Days	90	90	90		
Phone:	(956) 789-0246	Bid Bond/Cashier's	Yes (1)				
Fax:							
Contact:	Jamie Schach						
Email:	jaxconstructionrqv@yahoo.com						
	Addendums?	Yes					
Vendor Name:	RG Enterprises LLC, dba G&G Contractors						
Street address:	711 E. Wisconsin Rd.	Bid Price	\$120,713.00	\$115,582.00	\$115,450.00	\$3,314.00	\$355,059.00
City, State:	Edinburg, TX 78539	Completion Days	90	90	90		
Phone:	(956) 283-7040	Bid Bond/Cashier's	Yes (1)				
Fax:	(956) 259-8046						
Contact:	Rene Garza						
Email:	rgarzajr26@yahoo.com						
	Addendums?	Yes					
Vendor Name:	8/A Builders, LLC.						
Street address:	7708 W. Expressway 83	Bid Price	\$136,248.40	\$132,868.71	\$155,850.59	\$5,702.00	\$430,669.70
City, State:	Mission, TX 78572	Completion Days	90	90	90		
Phone:	(956) 627-1327	Bid Bond/Cashier's	Yes (1)				
Fax:							
Contact:	Arnoldo Ochoa						
Email:	tx8builders@hotmail.com						
	Addendums?	Yes					
Vendor Name:	RDH Site and Concrete, LLC						
Street address:	3809 Clavel St., Ste. D.	Bid Price	\$90,000.00	\$90,000.00	\$90,000.00	\$28,000.00	\$298,000.00
City, State:	Palmview, TX 78572	Completion Days	30	30	30		
Phone:	(956) 502-5426	Bid Bond/Cashier's	Yes (1)				
Fax:	(956) 475-3917						
Contact:	Dianaly De Hoyos						
Email:	dianaly@rdhcompany.com						
	Addendums?	Yes					
Vendor Name:	Manuel Cantu, Titan Industrial Construction						
Street address:	2112 S. Shary Rd.	Bid Price	\$77,907.60	\$71,974.80	\$72,558.00	\$8,220.00	\$230,660.40
City, State:	Mission, TX 78572	Completion Days	90	90	90		
Phone:	(956) 627-8541	Bid Bond/Cashier's	Cashier's Check (1)				
Fax:							
Contact:	Homar Leal						
Email:	hleal@ctitan.com						
	Addendums?	Yes					

BID NAME/NUMBER: 24-316-03-25 / Construction of Restrooms at City Parks



OPEN DATE: March 25, 2024 2:00 PM CST

Bidder:		CWV Park	Astroland Park	Oblate Park	Park: Alternate Bid	Total
Vendor Name:	National Facilities Direct	No Bid	No Bid	No Bid	No Bid	No Bid
Street address:	30 Wall Street, 8th Floor					
City, State:	New York, NY 10005					
Phone:	(917) 765-4303					
Fax:						
Contact:	Steve Coler					
Email:	Steve.c@nfd.io					
Addendums?	No					
Vendor Name:	Celso Gonzalez Construction, Inc.	\$130,000.00	\$125,000.00	\$125,000.00	\$3,000.00	\$383,000.00
Street address:	614 N. Conway Ave.					
City, State:	Mission, TX 78572	90	90	90		
Phone:	(956) 585-3848					
Fax:	(956) 585-7773					
Contact:	Celso Gonzalez Jr.	Yes (1)				
Email:	cgc@cgc-inc.com					
Addendums?	Yes					
Vendor Name:	MDST Contractors, LLC.	\$118,583.50	\$118,583.50	\$132,833.00	\$3,461.20	\$373,461.20
Street address:	824 E. Expressway 83					
City, State:	La Joya, TX 78560	90	90	90		
Phone:	(956) 585-5993					
Fax:						
Contact:	Luis E. Montemayor	Yes (1)				
Email:	mdstcontractorsllc@gmail.com					
Addendums?	Yes					

Apparent Lowest Resonsible and Responsive Bidder: Tabeza Holdings

Note: National Facilities Direct found non-responsive for failure to submit all the required forms;

BID NAME/NUMBER: 24-316-03-25 / Construction of Restrooms at City Parks



OPEN DATE: March 25, 2024 2:00 PM CST

Vendor Name:	365 Builders	Tabeza Holdings, LLC.	4MA Construction, LLC.	Granchelli Construction, LLC.	JAX Construction	RG Enterprises, LLC., dba G&G Contractors	8/A Builders, LLC.
Street address:	2108 W. Griffin Parkway	10604 N. 24th St.	810 N. Alton Blvd.	2001 Industrial Dr.	7021 Mile 7-1/2 Rd.	711 E. Wisconsin Rd.	7708 W. Expressway 83
City, State:	Mission, TX 78572	McAllen, TX 78504	Alton, TX 78573	McAllen, TX 78504	Mission, TX 78573	Edinburg, TX 78539	Mission, TX 78572
Phone:	(956) 607-0470	(956) 739-8201	(956) 800-4248	(956) 928-1122	(956) 789-0246	(956) 283-7040	(956) 627-1327
Fax:				(956) 928-0322		(956) 259-8046	
Contact:	Jose Gilberto Maldonado	Francisco Meza	Manuel Anaya	Raul Cantu, Jr.	Jamie Schach	Rene Garza	Arnoldo Ochoa
Email:	365buildersllc@gmail.com	frankm@tabezaholdings.com	manny@4ma.co	armando@granchelli-construction.com	jaxconstructionrgv@yahoo.com	rgarzajr26@yahoo.com	tx8builders@hotmail.com

DESCRIPTION of FORMS:								
	Solicitation Signed	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Terms & Conditions Included	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Sub-Contractor List	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Non-Collusive	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Pricing Schedule	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Addenda(s)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Contractor Visit List	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Gen. Business Questionare	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	References	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	CIQ							
	Bid Bond	Yes	Yes (3)	Yes	Yes	Yes	Yes	Yes
	Debarment							



BID NAME/NUMBER:

OPEN DATE:

Vendor Name:	RDH Site and Concrete, LLC	Manuel Cantu, Titan Industrial Construction	National Facilities Direct	Celso Gonzalez Construction, Inc.	MDST Contractors, LLC.
Street address:	3809 Clavel St., Ste. D.	2112 S. Shary Rd.	30 Wall Street 8th Floor	614 N. Conway Ave.	824 E. Expressway 83
City, State:	Palmview, TX 78572	Mission, TX 78572	New York, NY 10005	Mission, TX 78572	La Joya, TX 78560
Phone:	(956) 502-5426	(956) 627-8541	(917) 765-4303	(956) 585-3848	(956) 585-5993
Fax:	(956) 475-3917			(956) 585-7773	
Contact:	Dianaly De Hoyos	Homar Leal	Seve Coler	Celso Gonzalez Jr.	Luis E. Montemayor
Email:	dianaly@rdhcompany.com	hleal@clitan.com	Steve.c@nfd.io	cg@cgc-inc.com	mdstcontractorsllc@gmail.com

DESCRIPTION of FORMS:						
	Solicitation Signed	Yes	Yes	No	Yes	Yes
	Terms & Conditions Included	Yes	Yes		Yes	Yes
	Sub-Contractor List	Yes	Yes		Yes	Yes
	Non-Collusive	Yes	Yes		Yes	Yes
	Pricing Schedule	Yes	Yes		Yes	Yes
	Addenda(s)	Yes	Yes		Yes	Yes
	Contractor Visit List	Yes	Yes		Yes	Yes
	Gen. Business Questionare	Yes	Yes		Yes	Yes
	References	No	Yes		Yes	Yes
	CIQ					
	Bid Bond	Yes	Cashier's Check		Yes	Yes
	Debarment					



**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: April 22, 2024
PRESENTED BY: Noemi Munguia, Human Resources Director
AGENDA ITEM: Authorization to award for Agent of Record for Voluntary Products, Group Life, EAP, Section 125 Administration and 457 Plan - Munguia

NATURE OF REQUEST:

On March 11, 2024, City Council authorized staff to solicit Request for Proposals for Agent of Record for Voluntary Products (dental, vision, COBRA Administration, long-term disability, short-term disability, voluntary life insurance, Flexible Spending Account (FSA), supplemental insurances (cancer, accident, hospital indemnity and critical illness) medical transport, legal services), Group Life, Employee Assistance Program, Section 125 Administration and 457 Plan. The City of Mission received twelve (12) proposals. Eleven of the twelve proposals were deemed to be acceptable. After evaluating all acceptable proposals, the Committee has determined the top three vendors are: Ortegon Insurance Agency, The Infinitus Group and Lone Star Insurance Services.

Committee recommendation is to award to Lone Star Insurance Services due to their level of service, ease of transition, use of Employee Navigator and Selerix and willingness to negotiate commission rates

BUGETED: _____ **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 _____

PROPOSAL NAME/NUMBER: 24-339-04-03 / Agent of Record



OPEN DATE: April 03, 2024 2:00 PM CST

Evaluator		
Noemi Munguia / Nereyda Peña / Robert Hinojosa	Andy Garcia	David Flores

Proposer	Rating	Score	Rating	Score	Rating	Score	Average	Notes:
Ortegon Insurance Agency	Acceptable		Acceptable		Acceptable			<p>Strengths: (NMNPRH) Billing reconciliation, provide auditor; on-site billing clinic 28 employees, 5 dedicated to COM, 1 dedicated auditor, municipal experience; no interruption of service; 6.5% commission. (AG) Billing Reconciliation, Auditor included, onsite wellness clinic 28 employees, 5 dedicated to city, and 1 auditor, municipal experience; 6.5% commission (DF) employee range of current clients match Mission, Billing reconciliation, Employee Navigator/electronic provides internal auditor wellness clinic onsite, employee range of current clients in line with Mission, 6 dedicated employees(includes auditor) 35 years straight municipal experience local; Continuity of Service; 6.5% of all benefits as noted in question #31</p> <p>Weaknesses: (NMNPRH) only employee navigator, no Selerix; outdated timeline (AG)No Selires; outdated timeline (2023); (DF) no access to Selerix, years mentioned in the answer #29 shows 2023, should be 2024,</p> <p>Comments: (AG) Edinburg, Donna, San Juan, Mercedes School Districts (DF) Edinburg, San Juan, months and days are good,</p>
Sec. A. Scope of Service: (40 points max)	Acceptable	38	Acceptable	37	Acceptable	38		
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	23	Acceptable	21	Acceptable	23		
Sec. C. Service and Methodology (10 Points max)	Acceptable	6	Acceptable	7	Acceptable	5		
Sec. D. Commission (25 Points max)	Acceptable	25	Acceptable	24	Acceptable	20		
Total Score		92		89		86	89.00	
The Infinitus Group	Acceptable		Acceptable		Acceptable			<p>Strengths: (NMNPRH) Access to Employee Navigator and Selerix, Reconcile Billing, no interruption; local office, 13 yrs. experience, 12 employees, some municipal experience, disaster recovery plan and quality assurance plan; work implementation time frame; 9% commission; (AG) Employee Navigator and Selerix, local office, 13 years of experience(limited relative to others) 12 employees, municipal experience, 9% commission (DF) access to employee navigator or Selerix; local office, 13 years, 12 employees; good timeline, no disruption of services; 9% commission rate</p> <p>Weaknesses: (NMNPRH) (AG) (DF)</p> <p>Comments: (NMNPRH) would want to confirm that they have billing, conduct reconciliation (AG) Mission and Raymondville, (DF) do they conduct reconciliation at or near 100%?, current City of Mission, City of Raymondville;</p>
Sec. A. Scope of Service: (40 points max)	Acceptable	35	Acceptable	37	Acceptable	35		
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	20	Acceptable	19	Acceptable	20		
Sec. C. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	8	Acceptable	10		
Sec. D. Commission (25 Points max)	Acceptable	20	Acceptable	21	Acceptable	20		
Total Score		83		85		85	84.33	

PROPOSAL NAME/NUMBER: 24-339-04-03 / Agent of Record



OPEN DATE: April 03, 2024 2:00 PM CST

Evaluator		
Noemi Munguia / Nereyda Peña / Robert Hinojosa	Andy Garcia	David Flores

Proposer	Rating		Score		Rating		Score		Average	Notes:
Lone Star Insurance Services	Acceptable		Acceptable		Acceptable				83.67	<p>Strengths: (NMNPRH) Billing Reconciliation, Employee Navigator & Selerix, New Hire Orientation & Open Enrollment, Outstanding Service; 25 yrs. experience, 18 licensed professionals, 40 licensed enrollers, good municipal experience, very good overall; work implementation plan; continuity of service 10% employer paid products commission (AG) billing recon, knowledgeable in city operations, Employee Navigator and Selerix; 25 years experience, 18 license professionals, 14 enrollers licensed, knowledge on municipal work, City of Mission experience (DF) reconciliation 100%, employee navigator and Selerix, 25 yrs., 18 licensed professionals, good municipal experience, 40 enrollers; detail explanation of commission, able to take customer calls from HR,</p> <p>Weaknesses: (NMNPRH) no quality assurance plan; no time frame, 20% voluntary products commission (AG) no Quality Assurance Plan; time frame in plan but with no dates; 20% volunteer products(heavy) (DF) no quality assurance plan, no timeline provided</p> <p>Comments: (AG) current AOR for City of Mission; City of Pharr, San Benito Clients (municipal) current AOR for COM; 10% employer paid commission is average with other bidders (DF) current AOR, done everything we have asked, Pharr, San Benito, Roma, implementation plan, 10% for employer paid products, VOL and Disability at 20%</p>
Sec. A. Scope of Service: (40 points max)	Acceptable	40	Acceptable	38	Acceptable	39				
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	23	Acceptable	22	Acceptable	20				
Sec. C. Service and Methodology (10 Points max)	Acceptable	7	Acceptable	7	Acceptable	6				
Sec. D. Commission (25 Points max)	Acceptable	16	Acceptable	15	Acceptable	18				
Total Score	86		82		83					
Salazar Insurance Group	Acceptable		Acceptable		Acceptable				81.00	<p>Strengths: (NMNPRH) Billing reconciliation, assist with 1094, ACA reporting, Employee Navigator; Strong Municipal experience, 20+ yrs. experience, 20 employees, 30 agents; continuity of service, anticipate projected cost; 10% CAP; (AG) billing recon confirmed with ACH payment, big plus, employee navigator; 20 years experience, municipal experience 20 employees 30 agents; 10% Cap all products (DF) Billing recon, assist with reporting (ACA) take workload from HR; municipal experience, 20+, 70+ employees, continuity of service;</p> <p>Weaknesses: (NMNPRH) No Selerix option; no disaster recovery plan; no quality assurance program; no formal implementation plan, no detail time frame; (AG) no Selerix; no disaster recovery, Q A Plan; no formal implementation plan or detailed time frame; (DF) no Selerix; no disaster recovery, no quality assurance plan, no formal implementation plan,</p> <p>Comments: (AG) clients, McAllen, Weslaco Brownsville and Edinburg. (DF) overall good, 10%</p>
Sec. A. Scope of Service: (40 points max)	Acceptable	37	Acceptable	36	Acceptable	35				
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	22	Acceptable	22	Acceptable	20				
Sec. C. Service and Methodology (10 Points max)	Acceptable	5	Acceptable	4	Acceptable	5				
Sec. D. Commission (25 Points max)	Acceptable	18	Acceptable	20	Acceptable	19				
Total Score	82		82		79					

PROPOSAL NAME/NUMBER: 24-339-04-03 / Agent of Record



OPEN DATE: April 03, 2024 2:00 PM CST

Evaluator		
Noemi Munguia / Nereyda Peña / Robert Hinojosa	Andy Garcia	David Flores

Proposer	Rating	Score	Rating	Score	Rating	Score	Average	Notes:
GEF Financial Group	Acceptable		Acceptable		Acceptable			
Sec. A. Scope of Service: (40 points max)	Acceptable	34	Acceptable	34	Acceptable	30		<p>Strengths: (NMMNPRH) billing reconciliation, Employee Navigator and Selerix; 16 yrs. experience, <i>time frame is good; continuity of service; 9% Commission (AG) Employee Navigator and Selerix; 16 years if service; 9% all products; (DF) billing reconciliation/outsourced, assist in open enrollment, new hire orientation(limited); 11-16 years have municipal experience; timeline good and continuity of service; 9% commission net, Cap</i></p> <p>Weaknesses: (NMMNPRH) new hire orientation limited; no disaster recovery plan, no quality assurance, limited staff 8; limited municipal experience; no quality assurance plan (AG) new hire orientation limited; <i>no disaster plan, no quality assurance plan, limited staff; no implementation plan (DF) does not have disaster recovery plan, does not have a quality assurance plan, limited local government experience, implementation plan,</i></p> <p>Comments: (DF) depending on carrier, Employee Navigator or Selerix, 6-8 employees total,</p>
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	18	Acceptable	18	Acceptable	18		
Sec. C. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	5	Acceptable	5		
Sec. D. Commission (25 Points max)	Acceptable	20	Acceptable	21	Acceptable	18		
Total Score		80		78		71	76.33	
SWBC Life Insurance Agency	Acceptable		Acceptable		Acceptable			
Sec. A. Scope of Service: (40 points max)	Acceptable	20	Acceptable	18	Acceptable	25		<p>Strengths: (NMMNPRH) Employee Navigator; 48 yrs. of experience; 7 dedicated employees, 2950 total employees, disaster recovery plan; good time frame, continuity of service, good work implementation plan 10% commission, 0% EAP; (AG) 48 years, 7 employees dedicated to COM, 2900 employees, disaster recovery; good time frame, continuity of service; 10% commission on all products; (DF) 7 dedicated employees to the City, 48 yrs. experience, Employee Navigator, has plan for Implementation, has disaster plan, 31 years, 7/2900 dedicated employees; good implementation plan, timeframe;</p> <p>Weaknesses: (NMMNPRH) did not specify billing reconciliation(as needed), no Selerix; <i>not local, no quality assurance, limited municipal experience; minor disruption of service. (AG) no Selerix; billing recon as needed; no quality assurance; minor disruption of services; (DF) main office out of SA, no Selerix, no Quality Assurance Program,</i></p> <p>Comments: (AG) municipalities in San Antonio Area, mostly county and ISD's limited municipal; (DF) billing reconciliation is needed; 10% across most of the products</p>
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	15	Acceptable	20	Acceptable	20		
Sec. C. Service and Methodology (10 Points max)	Acceptable	9	Acceptable	9	Acceptable	10		
Sec. D. Commission (25 Points max)	Acceptable	18	Acceptable	20	Acceptable	18		
Total Score		62		67		73	67.33	
Higginbotham Public Sector	Potentially Acceptable		Potentially Acceptable		Acceptable			
Sec. A. Scope of Service: (40 points max)	Acceptable	35	Acceptable	38	Acceptable	35		<p>Strengths: (NMMNPRH) Mobile App, local Rep, Employee Navigator & Selerix, Billing Reconciliation, RFP process 20 yrs. experience, municipal experience, 99 employees; time frame; (AG) mobile app; local rep, employee navigator and Selerix, billing recon, RFP assistance; municipal experience, 20 yrs. experience, 99 employees, 1 local rep (DF) mobile app, employee navigator or Selerix, billing reconciliation, RFP process; 99 employees, local rep, 20 years experience, municipal experience, good time frames; <i>no additional cost to the city</i></p> <p>Weaknesses: (NMMNPRH) Retention Rate; <i>only 1 local rep; no commission listed, standard industry commission (AG) 1 local rep; no commission listed (industry standard) (DF) 3 years in business;</i></p> <p>Comments: (AG) . (DF) located in Richardson, TX; <i>standard commission rate (vague)</i></p>
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	20	Acceptable	19	Acceptable	20		
Sec. C. Service and Methodology (10 Points max)	Acceptable	10	Acceptable	9	Acceptable	10		
Sec. D. Commission (25 Points max)	Not Acceptable	0	Not Acceptable	0	Acceptable	5		
Total Score		65		66		70	67.00	

PROPOSAL NAME/NUMBER: 24-339-04-03 / Agent of Record



OPEN DATE: April 03, 2024 2:00 PM CST

Evaluator		
Noemi Munguia / Nereyda Peña / Robert Hinojosa	Andy Garcia	David Flores

Proposer	Rating		Score		Rating		Score		Average	Notes:
RJGRS	Acceptable		Acceptable		Potentially Acceptable					<p>Strengths: (NMNPRH) good solicitation plans; 24 yrs. experience, 15 employees, disaster recovery plan, quality assurance plan, local, <i>provided work implementation, no disruption of service</i>; (AG) 24 years of experience, 15 employees, local, disaster recovery and quality assurance, (DF) solicitation well; 24 years in business</p> <p>Weaknesses: (NMNPRH) billing reconciliation, only reports listed, does not specify platform; <i>limited municipal, 1 city (city of Edinburg)</i>; no detailed timeline; 20% commission, <i>although negotiable</i> (AG) No billing recon, no commitment clear, limited municipal, no detail timeframe, 20% commission across the board (DF) not much content; <i>no detail timeline</i>;</p> <p>Comments: (NMNPRH) would want to confirm that they have billing, conduct reconciliation (AG) AOR for City of Edinburg, limited municipal work, <i>commission negotiable</i> (DF) not clear if the firm will do the reconciliation; 15 employees, 1 city (Edinburg) 3 ISD's; <i>general work/implementation plan, no disruption of service</i>; flat 20% negotiable</p>
Sec. A. Scope of Service: (40 points max)	Acceptable	20	Acceptable	20	May be Acceptable	20				
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	18	Acceptable	20	Acceptable	18				
Sec. C. Service and Methodology (10 Points max)	Acceptable	7	Acceptable	6	Acceptable	6				
Sec. D. Commission (25 Points max)	Acceptable	13	Acceptable	7	May be Acceptable	15				
Total Score	58		53		59		56.67			
Bob Trevino Insurance/ Workplace Benefit Advisors	Potentially Acceptable		Potentially Acceptable		Potentially Acceptable					<p>Strengths: (NMNPRH) Platforms available, Employee Navigator and Selerix; 38 yrs. of experience, local, Pharr, TX (AG) Employee Navigator and Selerix; 34 years of experience local (DF) ISD experience, or Selerix open enrollment programs, local, Pharr, 38 yrs.,</p> <p>Weaknesses: (NMNPRH) Limited notes; <i>No municipal experience, limited staffing, no disaster recovery, no quality assurance. did not elaborate on responses, no commission listed</i> (AG) limited notes(not much detail); <i>no municipal experience, limited staffing, no disaster recovery or quality assurance plan</i>; limited elaboration on responses; no response on cap commission rate (DF) no municipal experience listed, <i>no disaster recovery plan, no quality assurance plan</i>; limited notes on questions;</p> <p>Comments: (AG) . (DF) 8 employees; <i>no commission information given</i></p>
Sec. A. Scope of Service: (40 points max)	Acceptable	35	Acceptable	34	Acceptable	30				
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	12	Acceptable	12	May be Acceptable	12				
Sec. C. Service and Methodology (10 Points max)	Acceptable	8	Acceptable	4	Acceptable	5				
Sec. D. Commission (25 Points max)	Not Acceptable	0	Not Acceptable	0	May be Acceptable	5				
Total Score	55		50		52		52.33			

PROPOSAL NAME/NUMBER: 24-339-04-03 / Agent of Record



OPEN DATE: April 03, 2024 2:00 PM CST

Evaluator		
Noemi Munguia / Nereyda Peña / Robert Hinojosa	Andy Garcia	David Flores

Proposer	Rating		Score		Rating		Score		Average	Notes:
	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable				
Newkirk & Newkirk Inc.	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	47.00	<p>Strengths: (NMNPRH) 13 employees; all billing covered; 32 yrs. of experience, local office; no interruption of service expected; (AG) 32 years experience, local office; (DF) Employee Navigator, local</p> <p>Weaknesses: (NMNPRH) no timeline, only listed Employee Navigator; only 1 city (Alamo), limited municipal experience; did not provide timeframe with Open Enrollment; did not provide commission; (AG) no timeline no Selerix; limited municipal experience, no timeframe for open enrollment; (DF) City of Alamo, smaller city, limited Municipal experience; no timeline for enrollment; Commission cap not explained</p> <p>Comments: (AG) City of Alamo(smaller city) Open enrollment timeline? No commission listed (DF) Simple packet with not much info; listed previous clients; not much methodology explained,</p>
	Acceptable	Not Acceptable	30	34	Acceptable	Not Acceptable	15	15		
Sec. A. Scope of Service: (40 points max)	Acceptable	Not Acceptable	30	34	Acceptable	Not Acceptable	15	15		
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	Not Acceptable	15	19	Acceptable	Not Acceptable	10	10		
Sec. C. Service and Methodology (10 Points max)	Acceptable	Not Acceptable	7	6	May be Acceptable	Not Acceptable	5	5		
Sec. D. Commission (25 Points max)	Not Acceptable	Not Acceptable	0	0	Not Acceptable	Not Acceptable	0	0		
Total Score			52	59			30	47.00		
South Texas Risk Management	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	Potentially Acceptable	Unacceptable	26.67	<p>Strengths: (NMNPRH) Local, 14 employees (AG) local, 14 employees, municipalities; (DF) employee navigator as application; local;</p> <p>Weaknesses: (NMNPRH) Open Enrollment 3 months, no detail for billing, Enrollment platform, Employer Navigator, and EASE system; 4 yrs. experience, 3 cities, all small, misspellings, no disaster recovery plan, no quality assurance; 3 months to complete open enrollment; no commission listed (AG) Open Enrollment-3 months, no detail on billing, no Selerix; 4 years experience (low), misspellings, no disaster recovery or Quality Assurance Plan, 3 months for open enrollment (timeline not acceptable), no commission listed (DF) no disaster recovery plan, no quality assurance plan, 13 employees, young firm (4 years); 3 months to implement too long,</p> <p>Comments: (NMNPRH) no commission provided, needed a firm number; (AG) Palmview, San Juan Port Isabel; (DF) work experience with smaller jurisdictions, standard commission rate [vague]</p>
	Acceptable	Not Acceptable	20	10	Acceptable	Not Acceptable	10	10		
Sec. A. Scope of Service: (40 points max)	Acceptable	Not Acceptable	20	10	Acceptable	Not Acceptable	10	10		
Sec. B. Qualifications and Experience : (25 Points max)	Acceptable	Not Acceptable	10	11	Acceptable	Not Acceptable	10	10		
Sec. C. Service and Methodology (10 Points max)	Not Acceptable	Not Acceptable	5	0	Not Acceptable	Not Acceptable	4	4		
Sec. D. Commission (25 Points max)	Not Acceptable	Not Acceptable	0	0	Not Acceptable	Not Acceptable	0	0		
Total Score			35	21			24	26.67		



CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Andy Garcia, Interim Finance Director/Assistant City Manager

AGENDA ITEM: Authorization to reallocate 2021 Series Bond funding of no more than \$138,636.51 from the Bryan Rd drainage project to the Glasscock Rd drainage project. - Garcia

NATURE OF REQUEST:

Authorization to reallocate 2021 Series Bond funding of no more than \$138,636.51 from the Bryan Rd drainage project to the Glasscock Rd drainage project. The Combination Tax and Revenue Certificates of Obligation, Series 2021 and General Obligation Refunding Bonds, Series 2021 have provisioned \$22,000,000 for the streets and drainage projects seen in the attached project listing. Approval is being requested to reallocate no more than \$138,636.51 from the Bryan Rd drainage project (Current Budget = \$1,070,871.93, Actual Expenditures = \$0, Obligated = \$0, Current Balance = \$1,070,871.93), resulting in a new project budget of \$932,235.42, to the Glasscock Rd drainage project (Current Budget = \$4,304,681.61, Actual Expenditures = \$2,821,634.04, Obligated = \$1,483,047.57, Current Balance = \$0), resulting in a new project budget of \$4,443,318.12. The \$138,636.51 will be used to cover the cost of Change Order #2 to the Glasscock Rd drainage project, pending any project credits. The purpose of the bond is to fund costs associated with “(i) street and drainage improvements, utility system improvements, parks improvements, facilities improvements, and land acquisition and (ii) cost of professional services incurred in connection therewith” as stated in the Official Statement for the 2021 Series bond issuance. Current Bond Counsel Ricardo Perez has reviewed and legally cleared the re-allocation on 4/18/2024. The current budget provided below includes the cost of the original contract with the contractor Mor-Wil, L.L.C, of \$3,712,513.56 and Change Order #1 of \$179,059.56, in addition to engineering costs and other associated project costs. Upon re-allocation, the new contract price with Mor-Will, L.L.C. will be \$4,030,209.63.

BUDGETED: Allocated **FUND:** 2021 CO **ACCT. #:** N/A

BUDGET: \$4,304,681.61 **EST. COST:** \$138,636.51 **CURRENT BUDGET BALANCE:** \$0

BID AMOUNT: N/A

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 _____

**NEW ISSUE
BOOK-ENTRY-ONLY**

**OFFICIAL STATEMENT
March 22, 2021**

**RATINGS:
Insured: S&P: "AA"
Uninsured: S&P: "A"
(See "RATINGS" and "BOND
INSURANCE" herein.)**

In the opinion of Bond Counsel, interest on the Obligations (defined below) will be excludable from gross income for federal income tax purposes under statutes, regulations, published rulings and court decisions existing on the date thereof, subject to the matters described under "Tax Matters" herein, including the alternative minimum tax on corporations.

**CITY OF MISSION, TEXAS
(Hidalgo County)**

**\$18,965,000
COMBINATION TAX AND REVENUE CERTIFICATES OF
OBLIGATION, SERIES 2021**

**\$4,955,000
GENERAL OBLIGATION REFUNDING BONDS,
SERIES 2021**

Dated Date: March 15, 2021 (Interest accrues from the Delivery Date)

Due: February 15, as shown on page ii

The \$18,965,000 City of Mission, Texas Combination Tax and Revenue Certificates of Obligation, Series 2021 (the "Certificates") are being issued pursuant to the laws of the State of Texas, including Subchapter C of Chapter 271, Texas Local Government Code, as amended, an ordinance (the "Certificate Ordinance") adopted by the City Council of the City of Mission, Texas (the "City") on March 22, 2021 (see "THE OBLIGATIONS - Authority for Issuance" herein). The \$4,955,000 City of Mission, Texas General Obligation Refunding Bonds, Series 2021 (the "Bonds") are being issued pursuant to the general laws of the State of Texas, particularly Chapter 1207, Texas Government Code, as amended, and an ordinance (the "Bond Ordinance") adopted by the City Council of the City on March 22, 2021 (see "THE OBLIGATIONS - Authority for Issuance" herein). The Certificates and the Bonds are collectively referred to herein as the "Obligations." The Certificate Ordinance and the Bond Ordinance are collectively referred to herein as the "Ordinances."

The Obligations constitute direct and general obligations of the City payable from ad valorem taxes levied annually against all taxable property therein, within the limits prescribed by law (see "THE OBLIGATIONS - Security and Source of Payment" and "TAX RATE LIMITATIONS" herein). Additionally, the Certificates also are secured with a pledge of the Net Revenues from the operation of the City's Waterworks and Sewer System (not to exceed \$1,000) (see "THE OBLIGATIONS - Security and Source of Payment - Pledge of the Net Revenues of the City's Waterworks and Sewer System"). Interest on the Obligations will accrue from the Delivery Date (defined below) and will be payable on August 15 and February 15 of each year, commencing August 15, 2021, and will be calculated on the basis of a 360-day year of twelve 30-day months. The definitive Obligations will be issued as fully registered Obligations in book-entry form only and when issued will be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"), New York, New York. DTC will act as securities depository. Book-entry interests in the Obligations will be made available for purchase in the principal amount of \$5,000 or any integral multiple thereof. Purchasers of the Obligations ("Beneficial Owners") will not receive physical delivery of certificates representing their interest in the Obligations purchased. So long as DTC or its nominee is the registered owner of the Obligations, the principal of and interest on the Obligations will be payable by UMB Bank, N.A., Austin, Texas, as Paying Agent/Registrar, to the securities depository, which will in turn remit such principal and interest to its participants, which will in turn remit such principal and interest to the Beneficial Owners of the Obligations. (See "BOOK-ENTRY-ONLY SYSTEM" herein.)

Proceeds from the sale of the Certificates will be used for (i) street and drainage improvements, utility system improvements, parks improvements, facilities improvements, and land acquisition, (ii) the payment of professional services in connection therewith, and (iii) payment of cost of issuance of the Certificates (see "THE OBLIGATIONS - Purpose").

Proceeds from the sale of the Bonds will be used to (i) refund a portion of the City's outstanding indebtedness (see "SCHEDULE I - SCHEDULE OF REFUNDED OBLIGATIONS") and (ii) pay the costs of issuance and expenses relating to the Bonds. (See "THE OBLIGATIONS - Purpose.") The refunding will result in a present value savings to the City.

The scheduled payment of principal of and interest on the Bonds when due will be guaranteed under a municipal bond insurance policy to be issued concurrently with the delivery of the Bonds by **BUILD AMERICA MUTUAL ASSURANCE COMPANY**. See "BOND INSURANCE" and "BOND INSURANCE RISK FACTORS" herein.



SEE MATURITY SCHEDULE ON PAGE II

The Obligations are offered when, as and if issued and accepted by the initial purchaser (the "Underwriters"), subject to the approval of legality by the Attorney General of the State of Texas and the Perez Law Firm, PLLC, McAllen, Texas, Bond Counsel. Certain legal matters will be passed upon for the Underwriters by Locke Lord LLP, Austin, Texas. The Obligations are expected to be available for initial delivery through the services of DTC on or about April 20, 2021 (the "Delivery Date").

SIEBERT WILLIAMS SHANK & CO., LLC

ESTRADA HINOJOSA

**STATED MATURITY SCHEDULE
CUSIP Base Number: 605128**

**\$18,965,000
CITY OF MISSION, TEXAS
Combination Tax and Revenue Certificates of Obligation, Series 2021**

Maturity Date (2/15)	Principal Amount	Interest Rate	Yield⁽¹⁾	CUSIP Suffix⁽²⁾	Maturity Date (2/15)	Principal Amount	Interest Rate	Yield⁽¹⁾	CUSIP Suffix⁽²⁾
2022	\$ 200,000	5.00%	0.36%	UJ4	2032	\$1,060,000	4.00%	1.73% ⁽³⁾	UU9
2023	305,000	5.00	0.46	UK1	2033	1,105,000	4.00	1.77 ⁽³⁾	UV7
2024	775,000	5.00	0.63	UL9	2034	1,150,000	4.00	1.85 ⁽³⁾	UW5
2025	900,000	5.00	0.81	UM7	2035	1,200,000	4.00	1.90 ⁽³⁾	UX3
2026	770,000	5.00	0.96	UN5	2036	1,245,000	4.00	1.92 ⁽³⁾	UY1
2027	835,000	5.00	1.10	UP0	2037	1,295,000	4.00	1.96 ⁽³⁾	UZ8
2028	1,000,000	5.00	1.24	UQ8	2038	1,340,000	3.00	2.15 ⁽³⁾	VA2
2029	1,000,000	5.00	1.40	UR6	2039	1,385,000	3.00	2.19 ⁽³⁾	VB0
2030	965,000	5.00	1.55	US4	2040	1,420,000	3.00	2.25 ⁽³⁾	VC8
2031	1,015,000	5.00	1.65	UT2					

(Interest to accrue from the Delivery Date)

The City reserves the right, at its sole option, to redeem Certificates having stated maturities on or after February 15, 2032 in whole or in part thereof, in principal amounts of \$5,000 or any integral multiple thereof on February 15, 2031, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption. (See "THE OBLIGATIONS – Optional Redemption.")

**\$4,955,000
CITY OF MISSION, TEXAS
General Obligation Refunding Bonds, Series 2021**

Maturity Date (2/15)	Principal Amount	Interest Rate	Yield⁽¹⁾	CUSIP Suffix⁽²⁾	Maturity Date (2/15)	Principal Amount	Interest Rate	Yield⁽¹⁾	CUSIP Suffix⁽²⁾
2022	\$1,195,000	5.00%	0.36%	VD6	2028	\$ 475,000	5.00%	1.24%	VK0
2023	615,000	5.00	0.46	VE4	2029	225,000	5.00	1.40	VL8
2024	550,000	5.00	0.63	VF1	2030	120,000	5.00	1.55	VM6
2025	570,000	5.00	0.81	VG9	2031	120,000	5.00	1.65	VN4
2026	500,000	5.00	0.96	VH7	2032	130,000	4.00	1.73 ⁽³⁾	VP9
2027	455,000	5.00	1.10	VJ3					

(Interest to accrue from the Delivery Date)

The City reserves the right, at its sole option, to redeem Bonds having stated maturities on or after February 15, 2032 in whole or in part thereof, in principal amounts of \$5,000 or any integral multiple thereof on February 15, 2031, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption. (See "THE OBLIGATIONS – Optional Redemption.")

⁽¹⁾ Yield represents the initial offering yield to the public which has been established by the Underwriters for offers to the public and which may be subsequently changed by the Underwriters and is the sole responsibility of the Underwriters.

⁽²⁾ CUSIP is a registered trademark of the American Bankers Association. CUSIP data herein is provided by CUSIP Global Services, managed by S&P Global Market Intelligence on behalf of the American Bankers Association. This data is not intended to create a database and does not serve in any way as a substitute for the CUSIP Services. Neither the City, the Financial Advisor, nor the Underwriter shall be responsible for the selection or correctness of the CUSIP numbers set forth herein.

⁽³⁾ Yield calculated based on the assumption that the Obligations denoted and sold at a premium will be redeemed on February 15, 2031, the first optional call date for the Obligations, at a redemption price of par plus accrued interest to the date of redemption.

USE OF INFORMATION IN THE OFFICIAL STATEMENT

This Official Statement, which includes the cover page, schedule, and the appendices hereto, does not constitute an offer to sell or the solicitation of an offer to buy in any jurisdiction to any person to whom it is unlawful to make such offer, solicitation or sale.

No dealer, broker, salesperson or other person has been authorized by the City or the Underwriters to give information or to make any representation other than those contained in this Official Statement, and, if given or made, such other information or representations must not be relied upon.

The information set forth herein has been obtained from the City and other sources believed to be reliable, but such information is not guaranteed as to the accuracy or completeness and is not to be construed as a promise or guarantee of the Underwriters. This Official Statement contains, in part, estimates and matters of opinion which are not intended as statements of fact, and no representation is made as to the correctness of such estimates and opinions, or that they will be realized.

The Underwriters have provided the following sentence for inclusion in this Official Statement. The Underwriters have reviewed the information in this Official Statement in accordance with its responsibilities to investors under the federal securities laws as applied to the facts and circumstances of this transaction, but the Underwriters do not guarantee the accuracy or completeness of such information.

The information and expressions of opinion contained herein are subject to change without notice, and neither the delivery of the Official Statement nor any sale made hereunder shall, under any circumstances, create any implication that there has been no change in the affairs of the City or other matters described.

THIS OFFICIAL STATEMENT IS INTENDED TO REFLECT FACTS AND CIRCUMSTANCES ON THE DATE OF THIS OFFICIAL STATEMENT OR ON SUCH OTHER DATE OR AT SUCH OTHER TIME AS IDENTIFIED HEREIN. NO ASSURANCE CAN BE GIVEN THAT SUCH INFORMATION MAY NOT BE MISLEADING AT A LATER DATE. CONSEQUENTLY, RELIANCE ON THIS OFFICIAL STATEMENT AT TIMES SUBSEQUENT TO THE ISSUANCE OF THE OBLIGATIONS DESCRIBED HEREIN SHOULD NOT BE MADE ON THE ASSUMPTION THAT ANY SUCH FACTS OR CIRCUMSTANCES ARE UNCHANGED.

IN CONNECTION WITH THE OFFERING OF THE OBLIGATIONS, THE UNDERWRITERS MAY OVER-ALLOT OR EFFECT TRANSACTIONS WHICH STABILIZE OR MAINTAIN THE MARKET PRICES OF THE OBLIGATIONS AT A LEVEL ABOVE THAT WHICH MIGHT OTHERWISE PREVAIL IN THE OPEN MARKET. SUCH STABILIZING, IF COMMENCED, MAY BE DISCONTINUED AT ANY TIME.

THE OBLIGATIONS ARE EXEMPT FROM REGISTRATION WITH THE SECURITIES AND EXCHANGE COMMISSION AND CONSEQUENTLY HAVE NOT BEEN REGISTERED THEREWITH. THE REGISTRATION, QUALIFICATION, OR EXEMPTION OF THE OBLIGATIONS IN ACCORDANCE WITH APPLICABLE SECURITIES LAW PROVISIONS OF THE JURISDICTIONS IN WHICH THESE SECURITIES HAVE BEEN REGISTERED, QUALIFIED, OR EXEMPTED SHOULD NOT BE REGARDED AS A RECOMMENDATION THEREOF.

Build America Mutual Assurance Company ("BAM") makes no representation regarding the Obligations or the advisability of investing in the Obligations. In addition, BAM has not independently verified, makes no representation regarding, and does not accept any responsibility for the accuracy or completeness of this Official Statement or any information or disclosure contained herein, or omitted herefrom, other than with to the accuracy of the information regarding BAM, supplied by BAM and presented under the heading "BOND INSURANCE" and "Appendix E - Specimen Municipal Bond Insurance Policy".

NONE OF THE CITY, THE FINANCIAL ADVISOR, OR THE UNDERWRITERS MAKE ANY REPRESENTATION OR WARRANTY WITH RESPECT TO THE INFORMATION CONTAINED IN THIS OFFICIAL STATEMENT REGARDING THE DEPOSITORY TRUST COMPANY OR ITS BOOK-ENTRY-ONLY SYSTEM OR BAM OR ITS MUNICIPAL BOND GUARANTY POLICY AS DESCRIBED HEREIN UNDER THE CAPTIONS "BOND INSURANCE" AND "BOND INSURANCE RISK FACTORS."

SELECTED DATA FROM THE OFFICIAL STATEMENT

The selected data is subject in all respects to the more complete information and definitions contained or incorporated in this Official Statement. The offering of the Bonds and Certificates to potential investors is made only by means of this entire Official Statement. No person is authorized to detach this page from this Official Statement or to otherwise use it without the entire Official Statement.

The City	The City of Mission (the “City”) is a political subdivision and municipal corporation of the State located in Hidalgo County, Texas. The City covers approximately 22 square miles and is located near the Texas-Mexico Border. (See Appendix B – “General Information Regarding the City of Mission and Hidalgo County, Texas”).
The Obligations	<p>\$18,965,000 Combination Tax and Revenue Certificates of Obligation, Series 2021, dated March 15, 2021, maturing serially on February 15, 2022 through February 15, 2040, inclusive (the “Certificates”).</p> <p>\$4,955,000 General Obligation Refunding Bonds, Series 2021, dated March 15, 2021 maturing serially on February 15, 2022 through February 15, 2032, inclusive (the “Bonds” and collectively with the Certificates, the “Obligations”).</p> <p>Interest on the Obligations will be paid semiannually on February 15 and August 15, commencing August 15, 2021, until maturity or prior redemption.</p>
Use of Proceeds	Proceeds from the sale of the Certificates will be used for (i) street and drainage improvements, utility system improvements, parks improvements, facilities improvements, and land acquisition, (ii) the payment of professional services in connection therewith, and (iii) payment of cost of issuance of the Certificates. Proceeds from the sale of the Bonds will be used for the following purposes: (i) to refund a portion of the City’s outstanding indebtedness (see “SCHEDULE I – Schedule of Refunded Obligations” herein), and (ii) to pay costs of issuance and expenses relating to the Bonds (see “THE OBLIGATIONS– Purpose”).
Paying Agent/Registrar	The initial Paying Agent/Registrar is UMB Bank, N.A., Austin, Texas (see “REGISTRATION, TRANSFER AND EXCHANGE – Initial Paying Agent/Registrar” herein). Initially, the City intends to use the Book-Entry-Only System of The Depository Trust Company. (See “BOOK ENTRY-ONLY SYSTEM” herein.)
Authorization and Security	<p>The Certificates will constitute direct obligations of the City, issued pursuant to Chapter 271, Subchapter C, Texas Local Government Code, as amended, and an ordinance to be adopted by the City Council. The Certificates are payable from a continuing and direct annual ad valorem tax levied against all taxable property within the City, within the limits prescribed by law, as provided in the ordinance authorizing the Certificates. Additionally, the Certificates also are secured with a pledge of the Net Revenues from the operation of the City’s Waterworks and Sewer System (not to exceed \$1,000), as provided in the ordinance authorizing the Certificates.</p> <p>The Bonds will constitute a direct obligation of the City issued pursuant to Chapter 1207, Texas Government Code, as amended, and an ordinance to be adopted by the City Council. The Bonds are payable from a continuing and direct annual ad valorem tax levied against all taxable property within the City, within the limits prescribed by law, as provided in the ordinance authorizing the Bonds.</p>
Optional Redemption	The City reserves the right, at its sole option, to redeem Obligations having stated maturities on or after February 15, 2032 in whole or in part thereof, in principal amounts of \$5,000 or any integral multiple thereof on February 15, 2031, or any date thereafter, at the par value thereof plus accrued interest to the date fixed for redemption. (See “THE OBLIGATIONS – Optional Redemption” herein.)
Tax Exemption	In the opinion of Bond Counsel, the interest on the Obligations will be excludable from gross income for federal income tax purposes under statutes, regulations, published rulings and court decisions existing on the date thereof, subject to the matters described under "TAX MATTERS" herein, including the alternative minimum tax on corporations.
Bond Insurance	The scheduled payment of principal of and interest on the Obligations when due will be guaranteed under a municipal bond insurance policy to be issued concurrently with the delivery of the Obligations by BUILD AMERICA MUTUAL ASSURANCE COMPANY (“BAM”). See “BOND INSURANCE” and “BOND INSURANCE RISK FACTORS” herein.

Ratings	S&P Global Ratings (“S&P”) is expected to assign a rating of “AA” (Stable Outlook) to the Obligations with the understanding that, concurrently with the delivery of the Obligations, a municipal bond insurance policy will be issued by BAM. The Bonds have been rated “A” by S&P without regard to credit enhancement. An explanation of the significance of such rating may be obtained from S&P. (See “RATINGS”, “BOND INSURANCE” and BOND INSURANCE RISK FACTORS” herein.)
Payment Record	The City has never defaulted on the payment of its bonded indebtedness.
Future Bond Issues	The City does not anticipate issuing additional tax supported debt within the next 12 months.
Delivery	When issued, anticipated on or about April 20, 2021.

2021 CO Bond Projects

	Budgeted Amount	Project Description	Actual Expenditures	Remaining Encumbrances	Remaining Project Budget	Reclassification	New Project Balance
	99,349.76	Drainage Engineering Oversight - B2Z Engineering	99,349.76	-	-		
	175,239.38	Street Overlays	175,239.38	-	-		
AWARDED	258,084.70	Design Engineering - Gabriel - M2 Engineering	167,257.66	90,827.04	-		
AWARDED	3,906,851.47	Drainage - Stewart A - Javier Hinojosa Engineering	3,794,654.37	112,197.10	-		
AWARDED	6,692,017.09	Drainage - Esperanza - TEDSI Infrastructure	6,557,834.47	134,182.62	-		
AWARDED	4,304,681.61	Drainage - Glasscock - Izaguirre Engineering	2,821,634.04	1,483,047.57	-	138,636.51	4,443,318.12
AWARDED	2,276,948.06	Drainage - Tulip - HCEngineering	2,278,271.80	6,595.90	(7,919.64)		
	98,160.00	Drainage - Elm - South Texas Infrastructure	3,965.00	94,195.00	-		
	117,268.00	Drainage - Leandro - Hinojosa Engineering	99,694.80	17,573.20	-		
AWARDED	1,972,845.00	Lions Park Community Center	27,155.00	1,945,690.00	-		
AWARDED	1,027,683.00	Street/Drainage - Los Ebanos	1,027,683.00	-	-		
	1,070,871.93	Drainage - Bryan	-	-	1,070,871.93	(138,636.51)	932,235.42



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024

PRESENTED BY: Abel Bocanegra, P.E., City Engineer

AGENDA ITEM: Authorization to approve Change Order #2 for Glasscock Drainage Improvements Project – Bocanegra

NATURE OF REQUEST:

The City of Mission is seeking approval for Change Order #2 of the Glasscock Drainage Improvements Project. Unforeseen utility conflicts requiring additional material for storm drain lines, utility adjustments, and concrete paving have prolonged the timeline of the project. The contractor is requesting an extension of 90 days. An additional \$138,636.51 will be added to the contract price. Consequently, City Staff recommends Change Order #2 for the total amount of \$4,030,209.63 and 420 calendar days with the Change Order

BUGETED: Allocated **FUND:** 2021 CO **ACCT. #:** 76-440-74930

BUDGET: \$ N/A **EST. COST:** \$138,636.51 **CURRENT BUDGET BALANCE:** \$ 0

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 _____

CHANGE ORDER NO.TWO (2)



Project: Glasscock (ML06n) Drainage Improvements Project

DATE OF ISSUANCE: 3.4.24 EFFECTIVE DATE: _____

OWNER: City of Mission, TX
 OWNER'S CONTRACT NO: ML06n

CONTRACTOR: MOR-WIL, LLC ENGINEER: IZAGUIRRE ENGINEERING GROUP LLC
808 S SHARY RD STE 5 PMB 274 MISSION TX 78572

You are directed to make the following changes in the Contract Documents.

- Description:
1. See attached
 - 2.
 - 3.
 - 4.
 - 5.
- Reason for Change Order:
1. REQUESTED BY CITY OF MISSION
 - 2.
 - 3.
 - 4.
 - 5.

Attachments: Proposal, Added Days Calendar

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIME:	
Original Contract Price		Original Contract Time for	
\$	\$ 3,712,513.58	Substantial Completion:	<u>240</u> calendar days or dates
Net Changes from previous Change Order		Net Change from previous Change Orders	<u>90</u> calendar days
\$	\$ 179,059.56	Contract Time prior to this Change Order	
Contract Price prior to this Change Order		Substantial Completion:	<u>330</u> calendar days or dates
\$	\$ 3,891,573.12	Net Increase(decrease) of this Change Order	<u>90</u> calendar days
Net Increase(decrease) of this Change Order		Contract Time with all approved Change Orders	
\$	\$ 138,636.51	Substantial Completion:	<u>420</u> calendar days or dates
Contract Price with all approved Change Orders	Net % increase(decrease) from original contract price.		
\$	\$ 4,030,209.63		9%

RECOMMENDED: [Signature] APPROVED: _____ ACCEPTED: [Signature]
 By: [Signature] Engineer (Authorized Signature) By: _____ Owner (Authorized Signature) By: [Signature] Contractor (Authorized Signature)
 Date: 4/10/24 Date: _____ Date: 3.4.24

PROPOSAL / CHANGE ORDER #2

Project: Glasscock (ML06n) Drainage Improvements
 Project

DATE OF ISSUANCE: 1/18/2024 EFFECTIVE DATE: _____

OWNER: CITY OF MISSION
1201 E 8TH ST
MISSION TXD

CONTRACTOR: Mor-Wil, L.L.C
808 Shary Rd. Ste. 5 PMB 274
Mission, Texas 78572

ENGINEER: IZAGUIRRE ENGINEERING
GROUP LLC

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
-56	LF	24" RCP 56 LF @ STA 23+00	\$ 85.01	\$ (4,760.56)
-1	EA	TYPE "A" INLET 1 EA @ STA 23+00	\$ 4,533.33	\$ (4,533.33)
-166	SY	Cut and Restore Pavement 59 SY @ STA 26+00 pg C1-5 77 SY @ STA 14+00 pg C1-5 30 SY @ STA 23+00	\$ 57.60	\$ (9,561.60)
2,238	LF	Remove and Replace Curb 2223 LF @ STA 5+35 - 27+00 15 LF @ STA 27+00 West Side	\$ 24.00	\$ 53,712.00
136	SY	CUT & RESTORE CONCRETE 59 SY @ STA 26+00 pg C1-5 77 SY @ STA 14+00 pg C1-5	\$ 100.00	\$ 13,600.00
15	LF	12-Inch Casing with 8-Inch Sewer pipe & 2 8-Inch Couplings @ STA 27+00 pg C1-5	\$ 95.00	\$ 1,425.00
600	LF	Spot and adjust fiber optic cable and waterline alone 72" RCP at STA 14+00 - 20+00	\$ 25.00	\$ 15,000.00
1	LS	STA 11+00 pg C1-2 Bypass duration 1 week	\$ 6,200.00	\$ 6,200.00
1	EA	STA 11+00 pg C1-2 Drop Structure	\$ 13,750.00	\$ 13,750.00
35	LF	STA 11+00 pg C1-2 lower 8-inch sanitary sewer line	\$ 50.00	\$ 1,750.00
16	LF	STA 10+56 provided 16-Inch Casing and concrete collar for water line	\$ 180.00	\$ 2,880.00
1	EA	Remove and replace 13-foot manhole @ STA 10+90	\$ 9,800.00	\$ 9,800.00
1	LS	@ STA 4+86.09 pg C1-1 Remove and replace Type C-C inlet with 8 cy of cement and 40 LF of 42-inch pipe (Box provided by COM)	\$ 15,750.00	\$ 15,750.00
2	EA	Installation of two tress	\$ 2,500.00	\$ 5,000.00
35	LF	Valley Gutter on 20th Street	\$ 75.00	\$ 2,625.00
1	EA	SS Conflict Manhole STA 2+15 PG C7-1	\$ 16,000.00	\$ 16,000.00
Notes			Subtotal	\$ 138,636.51
TIME - ADDITION				
90	days	Due to delays and additional work		

ALL INQUIRIES TO:
 Albert Garza
 (956) 458-0628
 email: albert.garza03@yahoo.com

CERTIFICATE OF INTERESTED PARTIES

Item 37.

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Mor-Wil, LLC
 MISSION, TX, TX United States

Certificate Number:
 2024-1145306

Date Filed:
 04/11/2024

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Mission

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

ML06n
 Glasscock (ML06n) Drainage Improvements Change order #2

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Alb, and my date of birth is 10/14/1977.

My address is 22394 W. US Hwy 281, San Benito, TX, 78586, USA
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Hidalgo County, State of Texas, on the 11 day of April, 2024
(month) (year)

A. Garza
 Signature of authorized agent of contracting business entity
(Declarant)



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Andy Garcia, Interim Finance Director/Assistant City Manager
AGENDA ITEM: Approval of Budget Amendment for \$75,738.12 from General Fund Organizational Expense Department to Finance Department for TCP Clock Project - Garcia

NATURE OF REQUEST:

Approval of the attached budget amendments:

- 01-412-64120 Finance - OFFICE EQUIPMENT= \$70,026.87
- 01-412-44640 Finance - REPAIRS & MAINT.-MACHINERY= \$5,711.25
- 01-417-94690 Organizational Expenses - JUDGEMENTS AND DAMAGES= \$(50,000.00)
- 01-417-94670 Organizational Expenses - AID TO OTHER GOVERNMENTS= \$(25,738.12)

BUDGETED: N/A **FUND:** General Fund **ACCT. #:** 01-412-64120 & 44640
01-417-94690 & 94670

BUDGET: \$ N/A **EST. COST:** \$ N/A **CURRENT BUDGET BALANCE:** \$ N/A

BID AMOUNT: \$ N/A

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 _____



CLIENT INFORMATION

Purchased for: City of Mission
Bill To: City of Mission

Billing Address: 1201 E 8th St
Mission, Texas 78572
United States

Billing Contact Name: Andy Garcia

Billing Contact Email: jagarcia@missiontexas.us

Billing Contact Phone: (956) 580-8650

Contract Contact Name: Andy Garcia

Contract Contact Email: jagarcia@missiontexas.us

Support Contact Name:

Support Contact Email:

Support Contact Phone:

BILLING TERMS

PAYMENT TERM	PAYMENT METHOD
NET 30	CHECK

ITEM DESCRIPTION	PRICE PER UNIT	QUANTITY	CHARGE TYPE	ANNUAL TOTAL	ORDER TOTAL
FINGERPRINT READER (RETROFIT) 2022	\$742.50	9	One-Time	N/A	\$6,682.50
BATTERY BACKUP 2022	\$216.00	34	One-Time	N/A	\$7,344.00
HARDWARE SUPPORT & MAINTENANCE	\$16,722.54	1	Recurring	\$16,722.54	\$5,711.25
RDT + FINGERPRINT	\$2,084.25	25	One-Time	N/A	\$52,106.25
WIFI 802.11 A/C ADAPTER	\$104.25	34	One-Time	N/A	\$3,544.50
HARDWARE S&H	\$349.62	1	One-Time	N/A	\$349.62

ANNUAL TOTAL	\$16,722.54
ORDER SUBTOTAL	\$75,738.12
TAXES	\$0.00
GRAND TOTAL	\$75,738.12
CURRENCY	USD

QUOTE EXPIRATION DATE : 04/30/2024

SPECIAL TERMS: NCPA CONTRACT 14-10

TCP (TimeClock Plus) Contract Documentation

U.S. Communities, National IPA, & NCPA are wholly-owned subsidiaries of OMNIA Partners, dba OMNIA Partners, Public Sector. All public sector participants already registered with National IPA, U.S. Communities, or NCPA continue to have access to all contracts, with certain exceptions, in the portfolio and do not need to re-register to use a legacy National IPA, legacy U.S. Communities, legacy NCPA, or new OMNIA Partners contract. U.S. Communities, National IPA, and NCPA remain separate legal entities and lead agency contracts completed under each brand are effective and available for use through the contract's approved term. In the event we believe re-registration is necessary for any reason, OMNIA Partners will let you know.

Integrated Cloud Payroll, Human Resource, Time & Labor Management, and Employee Scheduling Technology Solutions and Service Support

Region 14 ESC - TX

Contract Number: 14-10

December 1, 2022 - November 30, 2025

Option to renew for two (2) additional one (1) year periods through November 20, 2027

Master Agreement Documents

- [Official Signed Contract](#)
- [Contract Award Letter](#)

Response Evaluation

- [Supplier Response to RFP](#)
- [Evaluation Documents](#)

Solicitation Process

- [Original RFP Document](#)
- [Proof of Publication](#)



Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

Thursday, December 1st, 2022

TimeClockPlus, LLC (TCP Software)
ATTN: Derek McIntyre
1 Time Clock Drive
San Angelo, TX 76904

Dear Derek:

Region XIV Education Service Center is happy to announce that TimeClockPlus, LLC (TCP Software) has been awarded an annual contract for Integrated Cloud Payroll, Human Resource, Time & Labor Management, and Employee Scheduling Technology Solutions and Service Support on the proposal submitted to Region XIV ESC.

The contract is effective immediately and will expire on November 30th, 2025. The contract can then be renewed annually for an additional two years, if mutually agreed on by Region XIV ESC and TimeClockPlus, LLC .

We look forward to a long and successful partnership underneath this contract.

If you have any questions or concerns, feel free to contact me at 325-675-8600.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Shane Fields', is written over a light blue horizontal line.

Shane Fields
Region XIV, Executive Director



CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: April 22, 2024
PRESENTED BY: Jose Luis Silva, Internal Auditor
AGENDA ITEM: Report by Internal Auditor regarding current status of initiated internal audits conducted and current initiatives - Silva

NATURE OF REQUEST:

A summary of activities will be presented to include: setting up the administrative processes to comply with the Institute of Internal Auditors' requirements. Briefing on initiatives taken by the department. Recent activities and report on status of ongoing audits.

Future outlooks: opportunities for implementing departmental risk assessments and strengthening internal controls.

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

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

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Update only

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval of report *MRP*

RECORD OF VOTE: **APPROVED:** _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____