

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
October 17, 2025**

Commission-Present
Polo Garza-Chairman
Memo Delgadillo-Vice Chair
Robert Pena-Member

Staff Present
Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Mike Silva-Fire Chief
Rey Perez-Asst Police Chief

Call to Order

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

Roll Call

All present

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-September 26, 2025

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

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

Mr. Lerma advised the Commission that they had conducted the exam on October 9, 2025. They had nine (9) participants and six (6) passed. Mr. Lerma advised them that we had two (2) openings and once we approved the scores the promotion would be done immediately. After a brief discussion, Mr. Delgadillo made a motion to approve the scores and to create an eligibility list as presented. Mr. Pena seconded the motion. Motion was approved unanimously.

Discussion on Amending Ordinance #5741-Classified Positions for the Mission Fire Department for FY 2025-26-adding three (3) positions to the Classified Position of FF

Mr. Lerma advised the Commission that Chief Silva was proposing the addition of three (3) FF to assist with the overtime accumulation. He advised them that they would be presenting at the next scheduled City Council meeting for authorization. Mr. Lerma advised them that they would make the adjustments once it was approved. After a brief discussion, all present agreed that it was a good decision and hoped that it would help with the overtime costs.

Pending Business

Mr. Lerma advised them about the upcoming Veteran's Day events.

Adjourn

Meeting was adjourned at 8:45 a.m.

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
October 31, 2025**

Commission-Present
Polo Garza-Chairman
Memo Delgadillo-Vice Chair
Robert Pena-Member

Staff Present
Jesse Lerma Jr-CS Director
Leeroy Garcia-LT FD
Mike Silva-Fire Chief

Call to Order

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

Roll Call

All present

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-October 17, 2025

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

Approval to Create a New Eligibility List for the Mission Fire Department

Mr. Lerma advised the Commission that we needed to create a new list because current list was exhausted. Mr. Lerma presented the following schedule for approval:

1. Post Notice-October 31, 2025
2. Deadline to Submit Applications-December 3, 2025
3. Date of Examination-December 11, 2025

After a brief discussion, Mr. Delgadillo made a motion to create a new eligibility list and to approve the schedule as presented. Mr. Pena seconded the motion. Motion was approved unanimously.

Pending Business

Mr. Lerma advised them about the upcoming Veteran's Day events.

Adjourn

Meeting was adjourned at 8:45 a.m.

NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 15, 2025 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT

PRESENT:

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

ABSENT:

Deborah L. Cordova, Vice President

ALSO PRESENT:

Marissa Gerlach, Councilwoman
Gene Vaughn, JGKL LLP
Lee McCormick, President, CDA

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero, COO
Judy Vega, Executive Assistant
Stephanie Mendiola, Director of Business Development
Brianna Casares, Director of Programs
Candace Rodriguez, Communication and Public Relations Manager
Andy Garcia, Interim. Co-City Manager
Manuel Rodriguez, Receptionist/Marketing Asst.

1. Call to Order and Establish Quorum

After establishing a quorum of the Mission Economic Development Corporation President Richard Hernandez called the meeting to order at 4:04 PM.

2. Invocation: Secretary Estella Saenz.

3. Pledge of Allegiance: Jose G. Vargas.

4. Citizen's Participation: None.

5. Approval of Minutes: Regular Meeting September 17, 2025

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval of the regular meeting minutes of September 17, 2025. Motion was seconded by Carl Davis and approved 5-0.

6. Deliberation and possible action regarding Resolution No. 2025-14 resolution regarding request of Synthica San Antonio, LLC for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto.

Synthica Energy, LLC and its subsidiaries, including Synthica San Antonio, LLC, an energy transition platform backed by Goldman Sachs that develops, owns, and operates large-scale anaerobic

digestion (“AD”) facilities to convert pre-consumer organic waste into renewable natural gas (“RNG”). The San Antonio, Texas, facility is interested in pursuing tax-exempt bond financing through the MEDC.

Synthica intends to develop, construct, and operate a commercial anaerobic digestion facility in San Antonio, which will process a variety of organic wastes and produce energy primarily in the form of renewable natural gas (RNG). The San Antonio Facility is being designed to accept and process 250,000 wet tons per year of organic waste feedstocks, degrade the feedstock through two-phase anaerobic digestion to generate raw biogas, and upgrade the raw biogas into new RNG that can be injected into a nearby gas pipeline.

The Company expects to issue \$100 million of tax-exempt bonds in 2026 to fund construction costs. Assuming the tax-exempt bond allocation is awarded, the MEDC is projected to receive approximately \$155,000 at closing for serving as the bond issuer, along with an annual fee of \$25,000 until the bond matures.

This is a conduit transaction for the MEDC. The borrower/applicant is responsible for repayment of the debt. Approval of this Resolution does not impose any payment or obligation on the Mission Economic Development Corporation or the City of Mission, Texas in connection with the financing. Potential “reputational risk” exists if the borrower defaults since the MEDC name is included on the bonds.

There being no corrections or additions, Carl Davis moved for approval of Resolution No. 2025-14. Motion was seconded by Jose G. Vargas and approved 5-0.

7. Discussion and possible action for acceptance of Unadjusted Financial Statement for September 2025.

Financial Officer Joe Salazar presented and recommended approval of the Unadjusted Financial Statement for September 2025.

There being no corrections or additions, Jose G. Vargas moved for approval. Motion was seconded by Secretary Estella Saenz and approved 5-0.

Treasurer Julian Alvarez joined the meeting at 4:24 PM.

8. Deliberation and possible action for acceptance of MEDC Financial Statements & Independent Auditor’s Report for Fiscal Year ended September 30, 2024.

Chief Executive Officer Tecló J. Garcia recommended that no action be taken on this item, as the auditors are currently confirming all conduit debt transactions associated with Lee McCormick, President, CDA.

No action was taken.

9. Deliberation and possible action to accept a Quarterly Report of Investment for the General Fund for the Quarter ending September 30, 2025, and Interest Earned for Twelve Months ending September 30, 2025.

Financial Officer Joe Salazar presented this item by stating that most funds are in Tex Pool with no current CDs. This quarter’s beginning balance was \$3,702,232.36 with \$200,000 withdrawn and

\$39,716.14 interest earned. The current market value is \$3,541,948.50.

Carl Davis moved for approval of the Quarterly Report of Investment for the General Fund for the Quarter ending September 30, 2025, and Interest Earned for Twelve Months ending September 30, 2025. Motion was seconded by Secretary Estella Saenz and approved 6-0.

10. Discussion and possible action to authorize the CEO to solicit proposals from financial institutions for banking services for the Mission Economic Development Corporation.

Chief Executive Officer Tecló J. Garcia presented this item by saying that staff is requesting authorization to solicit banking proposals for MEDC's Operating accounts. Funding requests are currently being dispersed by the City of Mission. However, MEDC aims to manage its own disbursements moving forward with a banking institution. Once proposals are received, MEDC's Finance Committee will review the proposals and soon after making a recommendation to the Board of Directors on the selected banking institution.

There being no corrections or additions, Jose G. Vargas moved for approval to solicit proposals from financial institutions for banking services for the Mission Economic Development Corporation. Motion was seconded by Carl Davis and approved 6-0.

11. Discussion and possible action concerning an Advance Funding Agreement between the City of Mission and Mission Economic Development Corporation related to funding for the construction of infrastructure improvements on a 5+ acre tract owned by MEDC and located at 1407 East Expressway 83, Mission, Texas.

Chief Executive Officer Tecló J. Garcia presented this item by mentioning that staff is seeking approval for an Advanced Funding Agreement with the City of Mission. The agreement is for utility infrastructure improvements needed for the 5+ acre tract, owned by MEDC, located just east of the Olive Garden Restaurant. Mr. Garcia mentioned that once the improvements are completed, the property will be more marketable.

Upon approval, the estimated cost for the infrastructure improvements will be \$237,000, which will be paid up front to the City of Mission, noting that the procurement and construction management process will be handled by the City of Mission.

There being no corrections or additions, Treasurer Julian Alvarez moved for approval an Advance Funding Agreement between the City of Mission and Mission Economic Development Corporation related to funding for the construction of infrastructure improvements on a 5+ acre tract owned by MEDC and located at 1407 East Expressway 83, Mission, Texas. Motion was seconded by Jose G. Vargas and approved 6-0.

12. Discussion and possible action regarding Amendment to MEDC's FY 2026 Budget.

Chief Executive Officer Tecló J. Garcia presented this item by stating that this amendment involves the Advance Funding Agreement that was just approved for 5+ acre-tract infrastructure improvements that approved in item 11.

There being no corrections or additions, Jose G. Vargas moved for approval of an Amendment to MEDC's FY 2026 Budget. Motion was seconded by Carl Davis and approved 6-0.

At **4:40 PM** President Richard Hernandez announced that the MEDC Board would convene in closed session.

13. Closed Session Pursuant to V.T.C.A. Gov. Sec. 551.001 Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087, including, but not limited to the following:

Report from CEO as to potential prospect(s):

- A. Project Javelina**
- B. Project Move**

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

- A. M.E.D.C. Land**
- B. Perkins Los Update**

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

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

At **5:10 PM** President Richard Hernandez announced that the MEDC Board would convene in open session.

Motions are as follows:

Regarding Projects:

Project Javelina: No action.

Project Move: Motioned to authorize MEDC staff to negotiate the terms of a Performance Agreement, as discussed in executive session. Mayor Norie Gonzalez Garza moved for approval. Motion was seconded by Jose G. Vargas and approved 6-0.

Regarding Real Property:

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

Perkins Lots Update: No action.

14. CEO Report on Economic Activity

Chief Executive Officer Tecló J. Garcia presented this item by stating that Ruby Red Ventures Build Mission Fund is ongoing until 12:00 AM October 31, 2025. Mr. Garcia invited Programs Director Brianna Casares to report on the program. Ms. Casares shared that two informational sessions, one in English and one in Spanish, resulted in 12 participants. Mr. Garcia stated that this is the third time that this program has been active in his tenure as CEO. A total of 45 have been awarded between \$750,000 to \$800,000 so far within those three years. In addition, there have been check presentation

events involving the Boys & Girls Club, Bettcher Manufacturing, and Region One.

Mr. Garcia invited Director of Business Development Stephanie Mendiola to inform the Board about the GEAR UP Program. Last month, Sharyland Pioneer High School reached out to MEDC to coordinate a visit for 30 students in the GEAR UP program to visit CEED. Six entrepreneurs were invited to participate in a panel discussion during this visit, where students had the opportunity to listen to stories and ask them questions about their businesses.

Teclo spoke on his recent participation at the Texas-Mexico Border Transportation Masterplan Process conference last week. The border masterplan meetings initiated in 2019, and the masterplan began in 2020. TxDOT Texas-Mexico is involved in road and project alignment/priority for projects along the border. There were 75 people from five different cities and counties including Cameron County, Hidalgo County, Laredo, Del Rio, and El Paso in attendance. He mentioned that he has been invited to participate in the process of creating the masterplan document over the next year.

In addition, Mr. Garcia, Brianna Casares and Communications & Public Relations Manager Candace Rodriguez attended a conference in San Luis Potosi, where he participated in a panel discussion related to trade and tariffs. Approximately 3,500 participants attended the conference.

Teclo invited Chief Operating Officer Belen Guerreo to elaborate on the MEDC website that was launched in early October. Ms. Guerrero briefly showcased the different features of the website such as news, local attractions, online booking/membership information, and demographics/data.

15. President Comments

President Richard Hernandez thanked the MEDC staff for their work in recent projects. President Hernandez mentioned that he'd like for Vice President Deborah L. Cordova and the Animal Shelter Committee to spearhead a spay and neuter program for the City of Mission.

Treasurer Julian Alvarez left the meeting at 5:52 PM.

16. Adjournment

Secretary Estella Saenz moved to adjourn the meeting. Motion was seconded by Jose G. Vargas and approved 5-0. The meeting was adjourned at 5:55 PM.

ATTEST

Richard Hernandez, President

Estella Saenz, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 30, 2025 12:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:

Deborah Cordova, Vice President
Carl Davis

ALSO PRESENT:

Gene Vaughan, JGKL LLP
Mark Hanna, Hanna Solutions

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero-Aguirre, COO
Joe Salazar, Financial Officer
Judy Vega, Executive Assistant
J.P. Terrazas, Interim Co-City Manager
Andy Garcia, Interim Co-City Manager

1. Call to Order and Establish Quorum

After establishing a quorum of the Mission Economic Development Corporation President Richard Hernandez called the meeting to order at 12:03 PM.

2. Invocation: Jose G. Vargas.

3. Pledge of Allegiance: Mayor Norie Gonzalez Garza.

4. Citizen's Participation: None.

At **12:05 PM** President Richard Hernandez announced that the MEDC Board would be convening in closed session.

5. Closed Session Pursuant to V.T.C.A. Gov. Sec. 551.001 Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087, including, but not limited to the following: Deliberation and possible action regarding real property (as permitted under Tex. Gov't Code Sec. 551.072), including but not limited to the following:

M.E.D.C. Land

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

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

Treasurer Julian Alvarez joined the meeting at 12:10 PM.

At **12:36 PM**, President Richard Hernandez announced that the MEDC Board was reconvening in open session. Motion is as follows:

Regarding M.E.D.C. Land: Jose G. Vargas moved to authorize CEO Tecló J. Garcia, to sell the Cimarron property to Smart Pecunia LLC for the purchase price that was discussed in closed session. The sale is subject to the following changes to the Real Estate Contract: 1) That the feasibility period is limited to one extension; and 2) That a typographical error on the Earnest Money Receipt is amended to read \$25,000. Motion was seconded by Secretary Estella Saenz and approved 4-0, with 1 abstention from Treasurer Julian Alvarez.

6. Adjournment

Mayor Norie Gonzalez Garza moved to adjourn the meeting. Motion was seconded by Treasurer Julian Alvarez and approved 5-0. The meeting was adjourned at 12:37 PM.

Richard Hernandez, President

ATTEST:

Estella Saenz, Secretary

**Mission Redevelopment Authority
Board of Directors Meeting
October 7, 2025**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, October 7, 2025, at 12:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Andrew C. Riddle
Dennis Burleson

All the above were present, except Vice Chair Albert X. Chapa, Secretary Aissa I. Garza, and Director Efrain Reyna Jr. Participating in the Zoom teleconference was Armando Sandoval. Participating in person were J.P. Terrazas, Abel Bocanegra, Damien D. Tijerina, Ruben James de Jesus, Legal Counsel Gene Vaughan, Andy Garcia, Candace Rodriguez, Brianna Casares, Stephanie Mendiola, Councilwoman Marissa Gerlach, Judy Vega, and Executive Director Tecló J. Garcia.

1. Call Meeting to Order at 12:07 PM.

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

2. Citizens' Participation: None.

3. Approval of minutes: August 26, 2025

There being no changes or corrections, upon a motion duly made by Director Riddle and seconded by Director Burleson, the Board unanimously approved the Board meeting minutes of August 26, 2025.

4. Acceptance of Project Reports.

Chairman Martin Garza recognized Abel Bocanegra with Killam Development, to provide a report on **El Milagro Phase I Project**. Mr. Bocanegra reported that the plat for this project was approved by Mission City Council on August 25, 2025. A final walkthrough was completed Posillico, and the related paperwork should be received soon. Cleanup of the area is ongoing. Another contractor is collaborating with AEP on the installation of electrical conduits. The subdivision is anticipated to be recorded next week, and the El Milagro Drainage District will manage all drainages in the area. Executive Director Tecló J. Garcia mentioned that a Ribbon Cutting of the El Milagro Phase I Subdivision is planned for December 10, 2025 and asked the Board to save the date. Co-Interim City Manager J.P. Terrazas mentioned that the City of Mission is awaiting approval or comments from Rio Valley Switching regarding railroad crossing connections. End of report.

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

Chairman Martin Garza recognized Damien Tijerina, P.E., with L&G Engineering, who reported on the **Inspiration Rd./Military Parkway Loop Phases II and III**. He explained that **Phase II** focuses on the design of Inspiration Rd. with the two phases now treated as separate projects. Mr. Tijerina noted that L&G received and addressed comments from TxDOT regarding the railroad package, which has been re-submitted for final review. The City of Mission has submitted a complete PS&E's to TxDOT and is awaiting final approval. TxDOT has approved the Advance Funding Agreement (AFA) for Inspiration Road, while the AFA for Military Parkway Loop is still under TxDOT's review.

Regarding **Phase III**, Mr. Tijerina mentioned a re-evaluation of an Environmental Assessment (EA), completed last week and the on-going ROW acquisition for Inspiration Road, which began in September 2024. The City of Mission is handling nine parcels up for eminent domain, with hearings expected to start in late October 2025. All parcels are anticipated to be acquired by January 2026. Afterward, utility coordinating will follow, with plans to bid the project in May 2026 and start construction in September 2026. ROW acquisition for Military Parkway is currently on hold, affecting 25 parcels. For Inspiration Road, approximately \$13.6 million has been allocated for construction, with L&G's estimate of \$12.7 million, aiming to remain under budget.

Upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously accepted the **Inspiration Road/Military Parkway Loop for Phase II and III** as presented.

Chairman Martin Garza recognized Co-Interim City Manager J.P. Terrazas to report on the **Hoerner Street Project**. In Romeo Barrera's absence, Mr. Terrazas mentioned receiving a letter from United Irrigation District (UID) regarding the property's ROW. The UID Board approved an appraised value of \$510,987.53 for the property, but Mr. Terrazas disagreed with the valuation. He met UID's General Manager Juan Martinez and plans to request that the UID Board honor the original appraised value of \$267,000. Mr. Terrazas will report on their decision at the next TIRZ Board meeting.

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

Chairman Martin Garza recognized Ruben James de Jesus, P.E. with Melden & Hunt Inc. (M&H) to present on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project aims to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new lift station to reroute sewer discharge into the existing sanitary sewer trunkline along Los Ebanos Road. Mr. de Jesus reported that RDH contractors installed the wet-well last week, and an additional 60 days of gravity line installation is needed to complete the de-watering of the pumps. Compacting work on the wet-well is ongoing, with further work on the lift station site, the slab. The project should be finished by January 2026.

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

Mr. de Jesus provided an update on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project is connected to the Tierra Dorada Sanitary Sewer Improvements Project and includes the re-routing of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. He reported that the preliminary survey design for the project is underway. He noted that Work Authorization #28 has been established with the City of Mission, and there is an agenda item set for further discussion and Board consideration later in today's meeting. An Interlocal Agreement concerning passage rates has also been established between AGUA SUD and the City of Mission.

Upon a motion made by Director Riddle and seconded by Director Moreno, the Board unanimously accepted the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)** report as presented.

Mr. de Jesus provided an update on the **Walsh Road Expansion Project**, which involves the design and surveying necessary to extend the road from Perez St. to Frontage Rd., covering approximately ¾ of a mile. He reported that the project plans are 90% complete. The proposed project will consist of a 60-ft ROW with a 36-ft back-to-back curb section and the appraisal process for the remaining ROW is ongoing. Mr. De Jesus mentioned that an offer letter and contract were presented to the landowner, who accepted them; however, the closing documents have not been finalized. He noted that he has had communication with United Irrigation District regarding the ROW parcel and an irrigation line that affects their property. Fortunately, this issue does not impact the project timeline, as clearance has been granted by UID. Currently, the project is on hold until the closing documents are finalized.

Upon a motion made by Director Riddle and seconded by Director Moreno, the Board unanimously accepted the **Walsh Road Expansion Project** report as presented.

Mr. de Jesus updated on the **Glasscock & Bryan Road Project Sanitary Sewer Improvements Project**. Contractor RDH is currently de-watering the site, which will take additional time. A dig test is scheduled for Thursday, Oct. 16, 2025 on the west side of Bryan Road. If the test is stable within three weeks, they will coordinate with the bore contractor for mobilization. Mr. Terrazas noted that the bore had previously collapsed due to quicksand, making the de-watering a key concern. To address this, the contractor plans to use yellow mine material instead of PVC pipe to prevent breakage during boring at the depth of 28-30 feet. The project is expected to be completed within 18 months.

Upon a motion made by Director Bureson and seconded by Director Moreno, the Board unanimously accepted the **Glasscock & Bryan Road Project Sanitary Sewer Improvements** as presented.

Chairman Martin Garza called on Interim Co-City Manager J.P. Terrazas for an update on the **TIRZ Building (1301 E. 8th Street) Improvements**. Mr. Terrazas reported that most interior demolition is complete, and wall installations are underway. Elevator pit construction will begin next week, with some asphalt and concrete work ongoing. The elevator is expected to arrive the second week of November, and the project, including in-house remodeling, should be finalized by the end of December. City staff will complete their work alongside the contractor, RDZ Group. Chairman Martin Garza requested a tour of the completed building for the Board.

Upon a motion duly made by Director Riddle and being seconded by Director Moreno, the Board accepted the TIRZ Building (1301 E. 8th Street) Improvements as presented.

At **4:35 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board of Directors would be convening in closed session. Director Moreno moved to convene. Motion was seconded by Director Riddle and approved unanimously.

5. Discussion, consideration, and possible action to approve an exemption from competitive bidding requirements for personal or professional services pursuant to Section 252.022(a)(4) of the Texas Local Government Code and to engage the law firm of Jones, Galligan, Key & Lozano LLP as interim legal counsel for the Mission Redevelopment Authority.

Executive Director Tecló J. Garcia mentioned that the Mission Redevelopment Authority currently lacks legal representation following the resignation of the law firm of Allen Boone Humphries Robinson LLP and that staff has not yet sought new legal services. He is requesting authorization to temporarily engage the firm of Jones Galligan Key & Lozano LLP (JGKL) from Weslaco, for a three-month period. Mr. Garcia noted that he is familiar with JGKL LLP as they also provide legal representation for the Mission Economic Development Corporation and that he is pleased with their services. Director Bureson added that he is

acquainted with the legal services offered by the firm and endorsed their selection for this interim role. Chairman Martin Garza stated that he was abstaining from discussing this item or participating in any discussions related to it.

Upon a motion duly made by Director Burleson and seconded by Director Riddle, the Board approved the temporary engagement of the law firm Jones Galligan Key & Lozano LLP. Chairman Martin Garza abstained from the vote and requested that any Board member with questions direct them to Mr. Garcia, JGKL LLP, or Eugene Vaughan from the firm, who was present at the meeting.

6. Discussion, consideration, and possible action to approve an exemption from competitive bidding requirements for personal, professional, or planning services pursuant to Section 252.022(a)(4) of the Texas Local Government Code and to engage a consultant for the purpose making recommendations on the feasibility of creating an additional tax increment reinvestment zone.

Mr. Garcia mentioned that this was a similar item to the prior item. He said staff has worked very closely with Travis James, the consultant that prepared the TIRZ Project & Plan Update, and that we have been very satisfied with his work. He is recommending that we engage him to prepare a structure for the potential creation of a TIRZ #2. The Board and City Council will have final approval of the structure once it is completed. Mr. Garcia is requesting authority to engage Mr. James as consultant for the work without having to seek competitive bids to hire a consultant. Chairman Martin Garza mentioned that he was abstaining from participating in any discussions for this item and requested that the Board directly consult with Mr. Garcia. Director Burleson asked about the fees for this engagement. Mr. Garcia said that he will ask Mr. James to provide an agreement that he will present at the next meeting for Board approval. Chairman Martin Garza stated that he was abstaining from discussing this item or participating in any discussions related to it.

Upon a motion duly made by Director Burleson and seconded by Director Riddle, the Board approved the engagement of Travis James to provide feasibility deliverables of the creating an additional tax increment reinvestment zone, subject to the acceptance of a proposal from him. Chairman Martin Garza abstained from voting on this item.

At **12:47 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board of Directors would be convening in closed session. Upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously moved to convene.

7. Executive Session Pursuant Executive Session Pursuant to V.T.C.A. Gov't Code Section 551.071, Section 551.072, Section 551.074, and Section 551.087. Consultation with Attorney regarding:

- A. Deliberation regarding real property.**
- B. Deliberation regarding economic development negotiations or projects including, but not limited to the following: Report from Executive Director as to potential project(s).**

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

At **1:26 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board of Directors would be reconvening in open session. Director Riddle moved to convene. Motion was seconded by Director Moreno and approved unanimously.

No action was taken.

8. Discussion and possible action regarding a Sixth Amendment to the Agreement for Administrative Services between the City of Mission and Mission Redevelopment Authority/TIRZ #1.

Exec. Dir. Tecló J. Garcia introduced this item, noting that the sixth amendment is for administrative services provided by City of Mission employees Joe Salazar, Judy Vega, J.P., Terrazas, and himself as Executive Director. Mr. Garcia mentioned that he is proposing a 5% increase for each employee excluding himself. Mr. Garcia indicated that this increase has been budgeted, and all duties and expectations outlined in the agreement with the Board will remain unchanged. While he did not specify the exact amount of the increase, he mentioned that a chart with the details is available. The Sixth Amendment for Administrative Services between the City of Mission and Mission Redevelopment Authority/TIRZ #1 will be effective October 1, 2025 through March 31, 2026.

Upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously approved a Sixth Amendment for Administrative Services between the City of Mission and Mission Redevelopment Authority/TIRZ #1 will be effective October 1, 2025 through March 31, 2026.

9. Discussion and possible action regarding a Reimbursement Agreement between Mission Redevelopment Authority and City of Mission related to the Inspiration Road Trunklines Lift Station #10 Project.

Interim Co. City Manager J.P. Terrazas introduced this item by saying that this project ties-in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the re-routing of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Mr. Terrazas noted that a reimbursement agreement had not been in place for design and construction management costs of the re-routing of the lift station, therefore, he was bringing it to the Board for approval in the amount of \$1,386,840. A Work Authorization (#28) with Melden & Hunt is in place with the City of Mission and an Interlocal Agreement with AGUA SUD for passage rates is also in place.

Upon a motion duly made by Director Burleson and seconded by Director Moreno, the Board approved a Reimbursement Agreement between Mission Redevelopment Authority and City of Mission related to the Inspiration Road Trunklines Lift Station #10 Project in an amount not to exceed \$1,386,840.

10. Discussion and possible action related to the approval of a Lease Agreement between Mission Redevelopment Authority and Mission Economic Development Corporation, for the use of the building facilities including meeting space, equipment, and office supplies.

Mr. Garcia presented this item by saying that this lease agreement between the Authority and MEDC is related to the use of the building facilities, meeting space, equipment and office supplies at CEED. Everything in the lease agreement remains unchanged except for one item that being the amount of the lease per year, to which he changes from \$6,500 per year to \$1.00 per year.

Upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously approved a Lease Agreement between Mission Redevelopment Authority and Mission Economic Development Corporation, for the use of the building facilities including meeting space, equipment, and office supplies, in the amount of \$1.00 per year, effective October 1, 2025 through September 30, 2026.

11. Discussion and possible action regarding Amendment to the Authority's FY 2025 Budget to align with actual year-end revenues and expenditures.

Mr. Garcia mentioned that this was a housekeeping item that is necessary in order to align with actual year-end revenues and expenditures. The amendment is related to line items in the Capital Projects Fund, General Fund, and Debt Service Funds. These adjustments need to be made at the request of the Authority's auditors. He noted that there were no losses or pluses of concern, and it was just for alignment purposes.

Upon a motion duly made by Director Burleson and seconded by Director Moreno, the Board unanimously approved an Amendment to the Authority’s FY 2025 Budget to align with actual year-end revenues and expenditures.

12. Discussion and possible action regarding the acceptance of General Fund, Capital Fund, and Debt Service Fund Investment Reports for quarter ending September 30, 2025.

Exec. Dir. Garcia presented and recommended approval of the quarterly investment reports. He mentioned these investments were with TexPool. Regarding the General Fund, Mr. Garcia reported that the ending Market Value for this quarter was \$5,954,611.22, and Year-To-Date Interest Earned was \$186,744,91. On the Capital Fund, Mr. Garcia reported that the ending Market Value for the quarter was \$491,246.78, and Year-To-Date Interest Earned was \$41,893.82. On the Debt Service Fund, Mr. Garcia reported that the ending Market Value for the quarter was \$3,093,043.41, and Year-To Date Interest Earned was \$121,357.42. He noted that two of these funds were set to expire on Oct. 24, 2025.

Upon a motion duly made by Director Riddle and seconded by Director Burleson, the Board unanimously accepted the General Fund, Capital Fund, and Debt Service Fund Investment Reports for quarter ending September 30, 2025.

13. Acceptance of Adjusted Financial Reports for August 2025.

Mr. Garcia presented the Adjusted Financial Reports for August 2025. He noted that on Capital Projects Fund, there is almost an \$800,000 interest earned for the year. The reason for this is because he anticipated that the Killam Development’s El Milagro Project would be completed so he and Financial Officer Joe Salazar projected interest earned of \$50,000 conservatively.

As there were no corrections and additions to the reports, upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously accepted the Adjusted Financial Report for August 2025.

14. Approval of invoices for September 2025.

Upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously approved all invoices for the month of September 2025 as presented.

15. Adjournment.

As there was no further business to discuss, upon a motion made by Director Riddle and seconded by Director Moreno, the Board unanimously voted to adjourn the meeting at 1:46 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: November 12, 2025

Date: November 12, 2025

**Mission Tax Increment Reinvestment Zone
Board of Directors Special Meeting
October 7, 2025**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on October 7, 2025 at 801 N. Bryan Road, Mission Texas and at 1:45 PM, the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Andrew C. Riddle
Dennis Burleson

All the above were present, except Vice Chair Albert X. Chapa and Secretary Aissa I. Garza. Participating in person were J.P. Terrazas, Councilwoman Marissa Gerlach, Candace Rodriguez, Judy Vega, and Executive Director Teclo J. Garcia.

1. Call meeting to order and establish quorum.

2. Consent Agenda:

A. Approval of minutes: Meeting of August 26, 2025.

B. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the October 7, 2025 meeting.

Upon a motion duly made by Director Riddle and seconded by Director Moreno, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Board of Directors at the meeting of October 7, 2025.

3. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Director Burleson and seconded by Director Moreno, the Board unanimously voted to adjourn the meeting at 1:46 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: November 12, 2025

Date: November 12, 2025

Minutes

TRAFFIC SAFETY COMMITTEE
Thursday, June 12, 2025, 12:00 Noon
Mission Police Department – Conference Room
1200 E. 8th Street
Mission, Texas 78572

MEMBERS PRESENT

Luis Dovalino
Manuel Salinas
Apolinar Solis
Luis Moreno

MEMBERS ABSENT

Rodolfo Trevino
Gilbert Salinas

STAFF PRESENT

Chief Cesar Torres
Asst. Ted Rodriguez
Off. Abraham Sanchez
Maribel Castellanos
Edgar Gonzalez

GUESTS PRESENT

Alejandra Martinez
Ann Camarillo

I. Call To Order

With a quorum being present, Assistant Chief Ted Rodriguez called the Regular Meeting to order at 12:06 p.m.

II. Invocation

Mr. Apolinar Solis led the Invocation

III. Pledge of Allegiance

Assistant Chief Ted Rodriguez led the pledge of allegiance.

IV. Citizens' Participation

Assistant Chief Ted Rodriguez asked if there was any citizen's participation.

There was none.

V. New Business

VI. Selection of Chairman

Mr. Luis Dovalina, Mr. Manuel Salinas, Mr. Apolinar Solis and Mr. Luis Moreno were present to vote for a Chairman and a Vice Chairman. They were discussing that Mr. Rodolfo Treviño had volunteered and that they would recommend a co-chair in case Mr. Rodolfo Treviño couldn't make it to a meeting. There being no further discussion, Mr. Apolinar Solis entertained a motion to select Mr. Rodolfo Treviño and assigned Mr. Manuel Salinas as Co-Chairman. Mr. Luis Dovalina moved to approve of the motion as recommended and Mr. Luis Moreno seconded the motion. Upon a vote, the motion passed unanimously.

VII. Discussion and possible action on the placing of speed humps on Mission North Subdivision (3112 N. Cummings Ave, Mission, Texas 78572).

Ms. Alejandra Martinez begins by explaining that she is requesting the city to install speed humps due to people speeding in her neighborhood. She also stated that she has two girls that do not go outside to play because of how fast cars drive. She is afraid of kids playing outside and drivers might bump into a child instead of bumping a car. Mr. Luis Moreno asked the City Engineer if the street meets the minimum distance for the speed humps? The engineer replied that at this point the street is a dead end and even with speed humps installed, it will still be a problem because people will cut off and start driving on properties sidewalks. Mr. Manuel Salinas mentioned that it could be a start, especially now that kids are out of school. There being no further discussion, Mr. Luis Dovalina entertained a motion for the installation of

the speed humps on 3112 N. Cummings Ave, Mission, Texas 78572 and Mr. Luis Moreno seconded the motion. Upon a vote, the motion passed unanimously.

VIII. Discussion and possible action on the placing of a three way stop intersection at Colorado & Cimarron Drive.

Ms. Ann Camarillo is present on behalf of Mr. Larry Fair, President of the Cimarron HOA. Mr. Larry Fair is the applicant requesting a 3-way stop sign on Colorado and Cimarron Drive. She begins by expressing her concern about traffic on Cimarron Drive. She also stated that people go around the reflectors that are before Colorado Street. Cimarron HOA is seeking approval to extend them all the way across the street, she mentioned. Another concern that she expressed is the backing out of the driveway and parking by residents living on Cimarron Drive. Assistant Ted Rodriguez told the board that the HOA agrees to take over the expense of the 3 ways stop sign. Ms. Ann Camarillo stated that the HOA has been working on this for a while; to come up with the best option to keep them all in one piece and she thinks with a 3-way stop residents will feel safe and hopefully speeders will slow down. Mr. Moreno asked if this request has been presented in the past. Assistant Ted Rodriguez said yes, it was presented when Chief Dominguez was here on September 7, 2021. Mr. Luis Moreno mentioned that the request got denied back then. There being no further discussion, Mr. Apolinar Solis entertained a motion for the installation of a 3-way stop on Colorado & Cimarron Drive and Mr. Luis Moreno seconded the motion. Upon a vote, the motion passed unanimously.

IX. Old Business

Assistant Chief Ted Rodriguez asked if there was any old business.

There was none.

X. Approval of Minutes

Approval of Minutes for Wednesday, June 12, 2025.

Assistant Ted Rodriguez asked if there were any corrections to the minutes for March 5, 2025. Mr. Luis Moreno moved to approve the minutes as presented. Mr. Apolinar Solis seconded the motion. Upon a vote, the motion passed unanimously.

XI. Traffic Report

No Traffic Report

XII. Adjournment

At 12: 48 p.m., Mr. Manuel Salinas moved for adjournment, Mr. Luis Dovalina seconded the motion, and it was approved unanimously 4 -0.



Cesar Torres, Chief of Police

**CIMARRON PUBLIC IMPROVEMENT DISTRICT
BOARD OF DIRECTORS MEETING
SEPTEMBER 8, 2025**

MINUTES

Call to Order and Roll Call

The Board of Directors of the Cimarron Public Improvement District (the “PID”) held a regular meeting open to the public in person, on September 8, 2025, at 12:00 PM, at 1201 E. 8th Street, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Richard Hernandez, President
Dolly Elizondo, Vice Pres./Secretary
Ann Camarillo, Treasurer
Joe Phillips
Mayor Norie Gonzalez Garza

All the above were present. Participating in the teleconference was PID’s legal counsel David Earl, Justin Hicks, and Tom Sage. Participating in person were Judy Vega, Gene Vaughn, Juan Pablo Terrazas and Anna Carrillo.

1. Call Meeting to Order and Establish Quorum.

With quorum present, President Richard Hernandez opened the meeting with a welcome to all at 12:01 PM.

2. Consideration of and possible action to acknowledge the resignation by Teclo J. Garcia from the position of Executive Director of the District.

Vice President / Secretary Dolly Elizondo moved to acknowledge and accept the resignation by Teclo J. Garcia. Motion was seconded by Mayor Norie Garza and approved 5-0.

3. Consideration of and possible action to appoint J. P. Terrazas as Executive Director of the District.

Mayor Garza moved to appoint Juan Pablo “JP” Terrazas as Executive Director. Motion was seconded by Vice President / Secretary Elizondo and approved 5-0.

4. Citizens’ Participation:

Chairman Hernandez call for citizen participation yielded no responses.

5. Approval of Minutes: July 7, 2025.

There being no corrections or additions, Joe Phillips moved for approval of the meeting minutes of July 7, 2025. Motion was seconded by Vice President / Secretary Elizondo and approved 5-0.

6. Update from City of Mission related to District’s Cimarron Rehabilitation and Improvement Project.

Executive Director Terrazas gave an update on the negotiations with United Irrigation District regarding the request for water to fill the lakes. The contractor will be providing an estimate for the water well, and tree trimming around the clubhouse is underway.

At 12:07 PM, President Richard Hernandez announced that the Cimarron Public District Board was convening in closed session. Vice President / Secretary Elizondo moved to convene. Motion was seconded by Treasurer Ann Camarillo and approved 5-0.

7. Executive session for the following purposes:

- a) Discussion and deliberation of economic development matters (TEX. LOC. GOVT. CODE Sec. 551.087);**
- b) Discussion and deliberation related to the purchase, exchange, lease, or value of real property, including the terms related to authority and method for conveyance under state law (Tex. Loc. Govt. Code Sec. 551.087); and**
- c) Consultation with attorneys for legal advice on a matter in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 Tex. Loc. Govt. Code; with the consultation, discussion, and deliberation pursuant to 5.a, b, and c, to be on the following matters:**
- d) Discussion and deliberation regarding economic development negotiations related to due diligence provisions for accessing and inspecting real property and facilities within the District by prospect(s) on pending offers/proposals;**
- e) Consultation on legal issues and authority for conveying property within the District in furtherance of the District's Cimarron Economic Development Project;**
- f) Discussion and deliberation of economic development applications and petitions submitted to the City to expand the existing boundaries of Reinvestment Zone Number One, City of Mission, Texas (the "TIRZ"), to include all or part of the area within the District boundaries;**
- g) Consultation and discussion on the District's legal representation by Bond Counsel for the issuance of public financing;**
- h) Discussion and deliberation regarding legal representation and work performed by the Law Firm of Peralez Franz LLP and other counsel, and invoices and expenses incurred therefor, in furtherance of the formation of the District (the "Additional Formation Expenses"); and**
- i) Consultation and briefing with attorneys for the District and the EDC related to real property issues including the negotiation of terms for sale and or economic development activities related to such properties.**

At 1:45 PM, President Richard Hernandez announced that the Cimarron Public Improvement District Board would be reconvening in open session. Vice President/Secretary Elizondo moved to reconvene. Motion was seconded by Member Phillips and approved 5-0.

8. Discussion and possible action on matters discussed and deliberated in Executive Session, including but not limited to the following topics:

- a) **Policy for allowing access to property and facilities related prospects performing due diligence inspections for making or offers related to District Economic Development Projects;**

Vice President/Secretary Elizondo moved to table item 8 a. Motion was second by Treasurer Camarillo and approved 5-0.

- b) **Approval of and authorization to send executive summary and key points of potential agreement for acquisition, rehabilitation, operation and maintenance of the Cimarron Golf Course and Club facilities in furtherance of public purposes (collectively the “Key Points”) to potential purchasers, developers, and or operators of such facilities, and or ratification of the adoption and sending of such Key Points previously sent.**

Vice President/Secretary Elizondo moved to table item 8 b. Motion was second by Treasurer Camarillo and approved 5-0.

- c) **Resolution expressing support for, and requesting City Council and the TIRZ Board to favorably consider the expansion of the existing TIRZ boundaries to include the area within the District and amendment of the TIRZ Project Plan to include the use, improvement, and conveyance of certain property within the District for purposes of economic development within the TIRZ and the District;**

Vice President/Secretary Elizondo moved to table item 8 c. Motion was second by Treasurer Camarillo and approved 5-0.

- d) **Engagement by the District of additional or substitute Bond Counsel;**

Vice President/Secretary Elizondo moved to engage Tom Sage and Justin Hicks with the law firm of Hunton Andrews Kurth, LLP as bond counsel. Motion was second by Member Phillips and approved 5-0.

- e) **Approval of a request for reimbursement by the District of the Additional Formation Expenses subject to availability of unincumbered District Funds;**

Treasurer Camarillo moved to table item 8 e. Motion was second by Vice President/Secretary Elizondo and approved 5-0.

9. Discussion regarding items for future meeting agenda

None

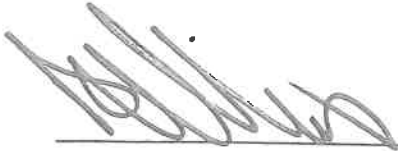
10. New Business

The next Cimarron Public Improvement District meeting is scheduled for Monday, October 13, 2025 at 3:00 PM

11. Adjournment.

As there was no further business to discuss, Vice President/Secretary Elizondo moved to adjourn the meeting. Motion was seconded by Treasurer Ann Camarillo and adjourned at 1:50 PM.

MINUTES OF THE CIMARRON PUBLIC IMPROVEMENT DISTRICT BOARD OF DIRECTORS' REGULAR MEETING HELD ON SEPTEMBER 8, 2025, WERE APPROVED ON THIS THE 17TH DAY OF DECEMBER 2025.

A handwritten signature in dark ink, appearing to read 'Dolly Elizondo', is written over a horizontal line.

Dolly Elizondo, Vice President/Secretary

**ZONING BOARD OF ADJUSTMENTS
OCTOBER 22, 2025
CITY HALL'S COUNCIL CHAMBERS**

ZBA PRESENT

Alberto Salazar
Humberto Garza
Heraclio Flores
Dolly Elizondo
William Ueckert Jr.

ZBA ABSENT

STAFF PRESENT

Susie De Luna
Jessica Munoz
Elisa Zurita

GUESTS PRESENT

Ofelia Amador
Manuel Ruiz
Sandra Martinez
Diana Sanchez
Ricardo Rodriguez
Raul Orozco

CALL TO ORDER

Chairman Flores called the meeting to order at 4:30 p.m.

CITIZENS PARTICIPATION

Chairman Flores asked if there was anyone in the audience who had anything to present or express that was not on the agenda.

There was none.

APPROVAL OF MINUTES FOR SEPTEMBER 24, 2025

Chairman Flores asked if there were any corrections to the minutes. Ms. Elizondo moved to approve the minutes as presented. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 5

TO ALLOW A 0-FOOT FRONT SETBACK INSTEAD OF THE REQUIRED 18-FEET FOR A CARPORT AT 1628 WEST "B" STREET, BEING LOT 8, THE PALMS AT MEADOW CREEK SUBDIVISION AS REQUESTED BY SANDRA MARTINEZ

Ms. De Luna stated the site is located along the north side of West B Street, approximately 231 feet East of Scenic Way. The applicant is requesting a variance to construct a carport within the 18-foot Garage/Carport setback. The Palms at Meadow Creek Subdivision was recorded on May 10, 2019. The subject property is a regular lot. The subject lot has a total area of 2,005.90 square feet. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 32 legal notices to surrounding property owners. Staff recommends denial. This request does not qualify as an undue hardship. However, if ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed, the prevailing setbacks shall be complied with thereafter, and 2) obtain a building permit fee. She stated the structure has not been constructed. They are proposing to build a carport before.

Mr. Salazar asked if staff isn't providing the board with the past variances that have been seen in the area.

Ms. De Luna stated there are no variances.

Mr. Garza asked how many lots are in the subdivision.

Ms. De Luna stated there are 69 lots in the subdivision.

Chairman Flores asked if there are no variances why is it being presented to the board?

Ms. De Luna stated there are currently no variances because they're asking for permission to be able to build.

Ms. Elizondo stated in the plat is very clear that no structures are to be allowed to build.

Ms. De Luna stated staff can't deny the applicant the due process. The applicant had the option to apply and it's up to the board to consider the possibility of granting a variance. She asked if the applicant was present.

Ms. Sandra Martinez stated that she lived in a townhouse neighborhood named The Palms in Meadow Creek that has no carports. She mentioned that their vehicles were exposed to hail and high temperatures. She added that there was no HOA in the subdivision and asked why they couldn't have carports. She mentioned that this was a necessity not a luxury for their vehicles. She added that she had obtained signatures from her neighbors in favor of having carports in this subdivision. Ms. Martinez asked the Board to consider her variance and if they felt the proposed carport was too big then she would adjust to any recommendation from the board. All she asked for was to have a carport for her vehicle.

Chairman Flores asked if anybody had any questions.

Ms. Salazar asked how much the applicant spent.

Ms. Martinez stated that she has not spent anything because the City has not approved her building permit.

Mr. Salazar asked if she had a garage.

Ms. Sandra Martinez replied, "No". She added that there were very few homes with a garage in that subdivision.

Chairman Flores asked if there was anyone in opposition to the request.

There was no further discussion. Chairman Flores entertained a motion to close the public hearing. Mr. Garza moved to close the public hearing. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Salazar asked if the subdivision was all built out.

Ms. De Luna replied, "partially".

Chairman Flores stated it is half or more than half.

Ms. De Luna stated that this subdivision had been dormant for a long time.

Chairman Flores asked if the setback was designed for safety reasons.

Ms. De Luna replied, "yes".

There was no further discussion. Chairman Flores entertained a motion. Mr. Ueckert moved to deny the variance request. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 6

TO ALLOW A 7 FOOT FRONT SETBACK INSTEAD OF THE REQUIRED 10 FEET FOR A NEW DWELLING, AT 1804 VILLAGE SQUARE, BEING LOT 4, PALM VILLAGE SUBDIVISION UNIT NO. 1, AS REQUESTED BY RICARDO RODRIGUEZ

Ms. De Luna stated that the site is located at the northwest corner of Village Square Circle. The applicant is requesting a variance to construct a new dwelling (house) within the 10' front setback. The Palm Village Subdivision Unit No. 1 was recorded on October 3, 1977. The subject property is a regular lot. The subject lot has a total area of 1,292 square feet. The applicant submitted a letter from American Electric Power (A.E.P.) requesting a buffer between the electrical infrastructure and the proposed building. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 24 legal notices to surrounding property owners. Staff recommends approval. This request does qualify as an undue hardship.

Ms. Elizondo asked Ms. De Luna to repeat what she last said.

Ms. De Luna stated it does qualify for an undue hardship.

Ms. Elizondo asked based on.

Ms. De Luna stated the applicant submitted letters from AEP requesting them to have a buffer due to the proximity of the overhead power.

Chairman Flores asked if the applicant was present.

Mr. Ricardo Rodriguez stated that he was proposing to construct two homes one at 1803 Village Square and one at 1804 Village Square. He added that when they spotted the utility lines they discovered that there's a power line going through the bottom and one in the overhead. Since these lots are small he is proposing to do two-story homes, which would be too close to the existing power lines. He contacted AEP to check how close they could be, and they requested that they be at least three away.

Ms. Elizondo asked how they would do the buffer.

Mr. Ricardo Rodriguez stated he would move the homes back three feet so the roof could clear the power lines.

Ms. Elizondo stated that would force him into the setback.

Mr. Ricardo Rodriguez mentioned that it would due to the fact that those properties are very small.

Mr. Ueckert asked how many square feet are the proposed homes.

Mr. Rodriguez replied, "980 sq.ft."

Mr. Ueckert stated it takes most of the lot.

Mr. Rodriguez stated he is proposing to build two-story homes consisting of a living room, kitchen on the bottom floor and two bedrooms on the second floor.

There being no further discussion, Chairman Flores entertained a motion to close the public hearing. Ms. Elizondo moved to close the public hearing. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

There being no discussion. Chairman Flores entertained a motion. Mr. Garza moved to approve the variance request. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 7

TO ALLOW A 0' FRONT SETBACK INSTEAD OF THE REQUIRED 20' FOOT SETBACK FOR AN EXISTING CARPORT, AT 1717 SALINAS STREET, BEING LOT 55, LAS MISIONES ESTATES PHASE II SUBDIVISION, AS REQUESTED BY DIANA V. SANCHEZ

Ms. De Luna stated that the site is located on the west side of W. 18th Street and Salinas Drive intersection. The applicant is requesting a variance to keep a 20' x 20' carport within the 20' front setback. The carport was constructed without obtaining a building permit. Las Misiones Estates Phase II Subdivision was recorded on January 28, 1999. The lot measures 60' in width by 113 in depth for a total area of 6,780 square feet. The lots to the north, south, east, and west are developed as Single-Family Residences. Staff notes that the Code Enforcement Department has an ongoing case in this property for construction without a permit. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 25 legal notices to surrounding property owners. No variances have been processed in this subdivision. There is a 5-foot utility easement along the front of the property. Staff recommends denial. This request does not qualify as an undue hardship. However, if ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Signed a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint", and if the structure is ever removed, the prevailing setbacks shall be complied thereafter, 2) obtaining a building permit, and 3) paying a double permit fee.

Ms. Elizondo asked staff if the applicant has an ongoing case.

Ms. De Luna replied, "yes, for construction without a permit". The Code Enforcement Department has a case in court and is pending the outcome of the variance.

Mr. Ueckert asked why it came to the board.

Ms. De Luna stated that the applicant wanted the Board to consider her request to keep the carport before going to court. If the variance is granted then she gets to keep the carport and if it gets denied then the carport would have to be removed.

Mr. Ueckert asked if the judge would deny it.

Ms. De Luna stated that the judge could only give them more time to resolve the issue or issue citations for non-compliance. The Zoning Board of Adjustments Board is the only authority that can grant variances.

Mr. Ueckert stated the judge takes ZBA action into consideration.

Ms. De Luna replied, "Yes".

Chairman Flores asked if the applicant was present.

Ms. Diana Veronica Sanchez stated her mother lives with her, she is 77 years old, and requested her to build or install a carport to protect her, to keep her safe and to provide a shade to keep her car from overheating. She mentioned it's for when her mother runs her errands and she goes to her doctor's appointments. She added her mother was having issues with that since she wasn't feeling very well, feeling a little bit dizzy. She stated she had already thought of installing the carport and she loves to water her plants but it's too hot for her. She added that they didn't know that a permit was needed. She had asked a neighbor almost in front of her if a permit was needed and was told no. She also spoke to the staff at Dart Monkey Metal Erectors and she asked them if a permit was needed, and they told me they that we did not. They told her that they have installed carports in every city in the Rio Grande Valley and have never needed a permit. She stated they didn't think that they needed a permit otherwise they would have complied with the requirements and most importantly it's not a luxury It's a necessity and it's for her mom.

Mr. Salazar asked if her neighbor is directly across from her house.

Ms. Sanchez stated he is located on Salinas and 18th, right in front of me on the corner of Salinas and 18th. She mentioned she had asked him personally and he had told her that he did not need a permit. She stated she had taken it for granted and wasn't trying to not comply with setbacks that are required by the City of Mission. She mentioned they didn't think that they needed a permit after talking to her neighbor and the builder of the carport.

Mr. Ueckert asked when it was built.

Ms. Sanchez stated in the beginning of August.

Ms. Elizondo asked if she talked to the contractor to let them know that they're wrong about the permit process and ask them to come back and correct the situation.

Ms. Sanchez stated she had not talked to them yet. She was waiting for the outcome of the meeting. She mentioned she does have their information as well as the name of the person who actually installed it. The employee is Salvador and the owner name is Gerardo Silva. They told her that they did not need a permit.

There being no further discussion. Chairman Flores entertained a motion to close the public hearing. Ms. Elizondo moved to close the public hearing. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Ms. Elizondo asked if there was anything ever approved in that subdivision?

Ms. De Luna replied, "No".

Ms. Elizondo stated they would be setting precedents.

Ms. De Luna stated they would set precedents. Ms. De Luna added that she had checked with Code Enforcement to see if they had other cases in this subdivision but they only had this particular address.

Ms. Elizondo asked if it was the picture that was shown to the board?

Ms. De Luna replied, "yes". She added that these are older subdivisions which homes were built right on the front setback, leaving no room for a carport unless it was right at the property line.

Mr. Ueckert asked if the footprint of the structure itself is within their property if it's not inside any road right of way or anything.

Ms. De Luna stated it is at the zero lot line.

Mr. Ueckert stated it's right on their property line.

Mr. Salazar asked if there is a utility easement.

Ms. De Luna stated along the front of the property.

Mr. Salazar asked if it's the five foot.

Mr. Garza stated it was a water easement.

Ms. De Luna stated it didn't specify it could be electrical, water, and sewer.

Mr. Salazar but they don't know at this point.

Ms. De Luna replied, "no, unless we have them ask for utilities".

Chairman Flores asked if the city keeps a list of subs or contractors that are on a preferred approved vendor list.

Ms. De Luna stated that the purchasing has a list of vendors but it was not specifically for carports.

Mr. Garza asked if staff were going to visit with the person who installed her carport.

Ms. De Luna replied, "yes". She added that they would be informing him that permits are required for carports, and they are obviously giving out the wrong information.

There being no further discussion. Chairman Flores entertained a motion. Mr. Ueckert moved to deny the variance request. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 8

TO ALLOW AN 8'5" REAR SETBACK INSTEAD OF THE REQUIRED 10' FOR AN EXISTING COVERED PATIO AND A 10' SIDE SETBACK INSTEAD OF THE REQUIRED 20' FOR A PROPOSED SWIMMING POOL, AT 2109 PASEO ENCANTADO STREET, BEING LOT 1, HARMONY ESTATES SUBDIVISION, AS REQUESTED BY ELIAS RODRIGUEZ, JR. & OFELIA AMADOR

Ms. De Luna stated that the site is located on the southeast corner of Inspiration Road and Paseo Encantado. The applicant is requesting a variance to keep a 41' x 24' covered patio within the 10' rear setback and to allow the construction of a swimming pool within the 20' side setback on Inspiration Road. The covered patio was constructed without obtaining a building permit. Harmony Estates Subdivision was recorded on August 30, 2001. The irregular lot has a total area of 9,452 square feet. The lots to the north, south, and east are developed as Single-Family Residences. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 22 legal notices to surrounding property owners. No variances have been processed in this subdivision. There is a 10-foot utility easement along the side and rear of the property. Staff recommends denial for the existing carport and proposed pool. This request does not qualify as an undue hardship. However, if ZBA is inclined to approve the variance for the carport then the applicant would need to comply with the following: 1) Signed a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint", and if the structure is ever removed, the prevailing setbacks shall be complied thereafter, 2) obtaining a building permit, and 3) paying a double permit fee.

Chairman Flores asked if the covered patio in the rear of the property is proposed or it is already built.

Ms. De Luna replied, "The structure has already been built". She mentioned they are proposing a pool.

Chairman Flores asked if the covered patio is within the easements.

Ms. De Luna replied, "yes, it's within the setback".

Chairman Flores asked if there were two setbacks, which were a 10' utility easement and a 20' setback.

Ms. De Luna replied, "yes". She added that the 20' is towards Inspiration Road. She mentioned that on corner lots they are usually allowed a 10' setback but since this is towards Inspiration Road, they require a higher setback.

Chairman Flores stated it seems like the edge of the pool would be right at the 10' setback, so it would be in compliance for the utility.

Ms. De Luna stated that it would be complying with the 10' utility easement but not with the 20' setback towards Inspiration Road.

Chairman Flores asked if the 10' utility easement was that main issue.

Ms. De Luna replied, "yes".

Mr. Ueckert asked why would the plat have a 20' setback from Inspiration Road.

Ms. De Luna stated that main roads required higher setbacks due to future widening and to have a higher separation. She added that for regular streets it's usually a 10' setback.

Mr. Ueckert asked how many travel lanes does Inspiration Road have currently.

Ms. De Luna stated that they currently had two lanes in the area but Inspiration Road was going to be widened in the near future.

Chairman Flores asked if that excess land belongs to the city.

Ms. De Luna stated it is the city's right-of-way.

Mr. Salazar asked if that was the proposed widening.

Ms. De Luna stated yes.

Chairman Flores asked if the applicant was present.

Ms. Ofelia stated they are first time home buyers they didn't know about permits, easements or setbacks. She mentioned they did try to get a permit for the pool. She stated they would like to have the pool for their family. She mentioned when they first looked into it and getting the pool they had found a company that stated that they didn't need a permit. She mentioned they had already done the fence and the porch. She stated she had found a contractor that said yes, they'll take care of the permits and she didn't have to worry about anything. She mentioned her contractor came to the City of Mission and spoke to the permits department asked what the easements were and were told it showed a 10' utility easement on the side and 10' on the rear of the property and 6' on the other side. She mentioned since they built the blueprints they had paid for the blueprints and all that based on the easements that were given to her contractor and when they had submitted the permit it had gotten denied because there was a 20' setback on the side because of the road. She stated it's five feet to work which is nothing for a pool. She stated 811 went to their house to put the flags nothing crosses anywhere along the path of the 20'. The pool was designed by the contractor based on what the city told them.

There being no further discussion. Chairman Flores entertained a motion to close the public hearing. Ms. Elizondo moved to close the public hearing. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Ms. Elizondo stated it is an irregular lot. If you notice, she's number one. So there's no other lot next to her off Inspiration. The house couldn't be positioned in any other different way because of the corner clip. It is one entrance to the subdivision. There's no neighbor they'll ever exist and the road can only come in maybe 5' on those 20' or 7' at the most. She added that the utilities were cleared.

There being no further discussion. Chairman Flores entertained a motion. Ms. Elizondo moved to approve the variance request. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Ms. De Luna asked if they were approving both structures?

Ms. Elizondo stated this was only for the pool structure.

Chairman Flores stated the second structure is off by 1½' on the setback in the rear of the property.

There being no further discussion. Chairman Flores entertained a motion. Mr. Ueckert moved to approve the variance request subject to a hold harmless agreement. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Salazar asked if Inspiration was a city of state road?

Ms. De Luna stated it is a state road.

Mr. Salazar asked if they would have any say in this request.

Ms. De Luna replied, "yes".

Ms. Elizondo stated they would have to buy her what they take from her which at the most would be 7' out of the 20'.

Chairman Flores asked if every time the board approves a variance does the applicant have to sign a hold harmless agreement.

Ms. De Luna stated that it depends some don't require a hold harmless agreement. In this case she will be signing a hold harmless agreement for the actual structure on the rear right of the patio because the board is approving the pool as is.

ITEM # 9

TO ALLOW A 1'5" SIDE SETBACK INSTEAD OF THE REQUIRED 10' FOR AN EXISTING 19' X 25' HOUSE ADDITION (STORAGE SHEDS) AND A 3' SIDE SETBACK INSTEAD OF THE REQUIRED 6' AND A 1' REAR SETBACK INSTEAD OF THE REQUIRED 10' FOR A 30'X22' EXISTING OUTDOOR KITCHEN, AT 1901 AZALEA STREET, BEING LOT 132, TAURUS ESTATES NO. 9 SUBDIVISION, AS REQUESTED BY RAUL OROZCO

Ms. De Luna stated that the site is located along the southwest corner of Azalea Street and Crisantema Street. The applicant is requesting a variance to keep an already-constructed 19' x 25' house addition (storage sheds) within the 10' corner side setback; and a 30' x 22' outdoor kitchen within the 10' rear setback and the 6' side setback. The existing structures were constructed without building permits. The Taurus Estates No. 9 Subdivision Phase III was recorded on January 16, 2003. The subject property is a regularly shaped lot with a depth of 100.00 feet, a front width of 71.88 feet. The subject lot has an area of 7,188 square feet. There is no history of variances in this subdivision. Staff mailed out 27 legal notices to the surrounding property owners. The Planning staff has not received any objections to the request from the surrounding property owners. City officials from the Code Enforcement Division noticed the outdoor kitchen and the house addition (storage sheds) and gave the property owner notice of violation for the construction of the structures without a building permit. Staff recommends denial. The structures need to be modified or removed to comply with the required setbacks. However, if the ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Sign a hold harmless agreement stating that the structures will remain perpetually "open and to its footprint" and if the structures are ever removed, the prevailing setbacks shall be complied with thereafter, and 2) obtaining a building permit and paying a double fee.

Ms. Elizondo mentioned that she is assuming the 19 x 25 has electrical and water because it looks like the roof is extended and it is not a separate structure or is it.

Ms. De Luna stated it's together, but there is no entrance from the home. She mentioned it used to be a storage shed but got converted.

Ms. Elizondo stated that this was a good example when the Board approves a storage shed and they converted into something else.

Ms. De Luna stated as you can see in some of the pictures, it is used as storage but it could be converted into something else. She added that the applicant does not have a business but she does work decorating for her friends.

Chairman Flores asked if the applicant was present.

Mr. Raul Orozco stated he built the structure for his family gatherings. He mentioned he started putting up a gutter so he wouldn't be throwing water onto his neighbor's property. He stated not a single drop falls onto her property when it rains. He mentioned the roof is made of sheet metal. He is on the corner and given the street he doesn't know if there is a chance of keeping the structure since there are limits to the city and they might consider doing something there which they have the right-of-way to do.

Ms. Elizondo stated he only spoke of the kitchen; he didn't speak about the storage room at all.

Chairman Flores stated there are two variances.

There being no further discussion. Chairman Flores entertained a motion to close the public hearing. Ms. Elizondo moved to close the public hearing. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Garza asked if the storage room had been built for more than three years?

Ms. De Luna replied, "No, it was built in 2024".

Mr. Ueckert stated the first picture shows a double door. He asked if that is the addition of the shed to the house.

Ms. De Luna stated that they have two sheds and also added a restroom.

Mr. Ueckert stated it's all attached to the building and no permit was acquired to do any work.

Ms. Elizondo stated the applicant has two violations.

Ms. De Luna stated the sheds were converted into one and the outdoor kitchen.

Mr. Ueckert asked if there was no permit for the two sheds together, also part of that house. There was no permit obtained. So the contractor just didn't even contact the city about what he was doing.

Ms. De Luna asked the applicant if he did the work or hired someone else.

Mr. Raul Orozco stated he didn't do the work he had somebody else.

Ms. Elizondo asked if there was anything in the neighborhood that they had approved before.

Ms. De Luna replied, "no".

Ms. Elizondo stated he's right next to a street. No one will ever be built next to him for these structures because he has two driveways. He's got one in the front and one on the side and if that one's on the side she is assuming there is a street right next to him not a lot.

Mr. Salazar asked if the applicant would be able to insulate and make it another bedroom if he wants to at this point if there were to approve the variance.

Ms. De Luna replied, "yes".

Chairman Flores asked if it was over the utility easement on the right side.

Ms. De Luna replied, "yes".


There being no further discussion. Chairman Flores entertained a motion. Mr. Garza moved to deny the variance request. Ms. Elizondo seconded the motion. Upon a vote, the motion passed unanimously.

OTHER BUSINESS

UNFINISHED BUSINESS

ADJOURNMENT

There being no further business, Chairman Flores entertained a motion. Ms. Elizondo moved to adjourn the meeting. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously at 5:17 p.m.



Heraclio Flores, Chairman
Zoning Board of Adjustments

**PLANNING AND ZONING COMMISSION
OCTOBER 1, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Connie Garza
Omar Guevara
Irene Thompson
Steven Alaniz
Raquenel Austin

P&Z ABSENT

Kevin Sanchez

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Jessica Munoz

GUEST PRESENT

Lorene Bazan
Jose De La Garza
Victoria Bazan
Claudia Bajos
Elizabeth F. Glass
Nora Marroquin

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR SEPTEMBER 17, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for September 17, 2025. Ms. Garza moved to approve the minutes as presented. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:30 p.m.

Ended: 5:32 p.m.

Item #2

Conditional Use Permit:

**An Event Center – Le Jardin
Being Lot 1, J. Reyes Subdivision
3009 N. Conway Avenue, Suite 5
C-3
Nora Marroquin**

Mr. Cervantes stated the subject site is located along the West side of Conway Avenue approximately 970 feet South of Mile 2 Road. Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Events Center requires the approval of a conditional use permit by the City Council. The applicant is leasing a 1,500 square foot suite in a commercial plaza for an Event Center that will be named "Le Jardin". The applicant is proposing to host birthdays, baby showers, small weddings and quinceaneras. The proposed hours of operation are as follows: Every day from 9:00 a.m. to 1:00 a.m. Staff will be 3 employees. Parking: Due to the total of 77 chairs allowed by the maximum occupancy, a total of 26 parking spaces is required. There is a total of 70 parking spaces held in common for the plaza. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (25) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends

approval for 1 year subject to: 1) Must comply with all City Codes (Building, Fire, Health, etc.); 2) Hours of operation are Every Day from 9:00 a.m. to 1:00 a.m.; 3) Must comply with the noise ordinance; 4) Must obtain a business license prior to occupancy; 5) Maximum occupancy is 80 people; 6) Must have security cameras inside and outside with a minimum 30-day retention; and 7) CUP is not transferable to others.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:33 p.m.

Item #3

Conditional Use Permit:

**An Event Center – Partytorium
Being Lot 1, Treme Subdivision
2210 E. Interstate Highway 2, Suites F & G
C-3
Elizabeth Fregoso-Glass**

Mr. Cervantes stated the subject site located along the South side of U.S. Expressway 83 approximately 200 feet West of Junior Drive. Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Events Center requires the approval of a conditional use permit by the City Council. The applicant is leasing a total of 3,800 square feet in two suites in a commercial plaza for an Event Center that will be named "Partytorium". The applicant is proposing to host kid's birthday parties. The proposed hours of operation are as follows: Every day from 9:00 a.m. to 9:00 p.m. Staff will be 1 employee. Parking: Due to the total of 81 proposed chairs, a total of 27 parking spaces are required. There are a total of 70 parking spaces held in common for the plaza. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (25) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval for 1 year Subject to: 1) Must comply with all City Codes (Building, Fire, Health, etc.); 2) Hours of operation are every day from 9:00 am to 9:00 pm; 3) Must comply with the noise ordinance; 4) Must obtain a business license prior to occupancy; 5) Maximum occupancy is 82 people; 6) Must have security cameras inside and outside with a minimum 30-day retention; and 7) CUP is not transferable to others

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:33 p.m.

Ended: 5:34 p.m.

Item #4

**Conditional Use Permit
Renewal:**

**To allow a Home Occupation
– We Care Family Daycare in a Single
Family Residential District
Being the West ½ of Lots 1 & 2,
Block 103, Mission Original Townsite Subdivision
311 W. Leo Najo Street, Apartments A, B, C,
R-1
Jose de la Garza**

Mr. Cervantes stated the subject is located at the Southeast corner of Cummings and Leo Najo Street. Per Code of Ordinance, a daycare center in a residential zone requires the approval of a Conditional Use Permit by the City Council. The applicant has been running the daycare at this location since October 2018. The applicant has a total of 25 children ranging from infants to 12 year old at different times. The last conditional use permit for this home occupation at this location was approved on October 10, 2022 for a period of 3 years. Staff notes that this would be the applicants 4 th renewal. Since the applicant does not reside at this location, he needs to comply with Section 1.56(1)(g) of the Zoning Code which 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 basis to the City Council who shall have, the ultimate authority on the matter. Subsections 1.56-1(a), (d), and/or (f), states that a minimum of 90 percent of the property owners within 200' mailout radius shall provide written support for the proposed home occupation since the applicant has a daycare center. The proposed days and hours of operation are Monday–Friday from 7:00 am to 6:00 pm, and Saturday from 7:00 am to 2:00 pm. Staff: 5 employees. Parking: Being a triplex, 6 parking spaces can be used for the daycare operation. Parking has not been an issue since most of the children are dropped off or picked up by the applicant. The applicant is the owner of the apartments. Since the applicant has obtained 90% of the signatures and has complied with all the requirements, staff does not object to renewing the conditional use permit. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (18) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure

that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) 4 year re-evaluation to continue to assess this home occupation; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) Must comply with DHS Certification; 4) CUP is not transferable to others; and 5) Hours of operation to be as follows: Monday – Friday from 7:00 am to 6:00 pm, and Saturday from 7:00 am to 2:00 pm.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:34 p.m.

Ended: 5:35 p.m.

Item #5

**Conditional Use Permit
Renewal:**

**The Sale & On-Site Consumption of
Alcoholic Beverages – El Itacate Restaurant
Being Lot 2, Shary Town Plaza Subdivision
301 N. Shary Road, Suite 240
C-3
Las Pupusas Del Itacate, LLC
c/o Claudia Bajos**

Mr. Cervantes stated the subject site is located approximately 450' north of 1st Street along the west side of Shary Road. Per Code of Ordinance, the Sale & On-site Consumption of Alcoholic Beverages requires the approval of a Conditional Use Permit by the City Council. The applicant is leasing a 4,004 square foot suite within a commercial plaza for a Mexican Restaurant. She has been in operation at this location since February of this year. She would like to continue to offer alcohol with her meals. Therefore, the need to renew her conditional use permit. Access to the site is via two 30' driveways off Shary Road. The proposed days and hours of operation are Monday–Sunday from 7:00 am to 12:00 am. Staff: 15 employees in different shifts. Parking: In reviewing the floor plan, there is a total of 113 seating spaces proposed, which require 38 parking spaces (113 seats/1 space for every 3 seats – 37.6 parking spaces). It is noted that the parking is held in common. There are 143 existing parking spaces available and are shared with the other businesses within the commercial plaza. Sale of Alcohol: The restaurant includes a 'bar' component. Section 1.56(3)(a) of the Zoning Code requires a minimum separation of 300' from the property line of any church, school, publicly owned property, or residence. There are no land uses within the above radius, measured door to-door for churches or hospitals, or measured lot line to lot line for schools. The Planning staff

has not received any objections to the request from the surrounding property owners. Staff mailed out (15) legal notices to surrounding property owners. Staff asked PD for any reports of this location regarding alcohol. As of this date, no incidents have been reported. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Life of the Use with the understanding that the permit could be revoked due to noncompliance; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) CUP is not transferable to others; and 4) Hours of operation to be as follows: Monday – Sunday from 7:00 am to 12:00 am

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Austin moved to approve the conditional use permit request. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:35 p.m.

Ended: 5:38 p.m.

Item #6

Ordinance Amendment: The adoption of an ordinance amending the code of ordinances Appendix A - Zoning, Article VIII – Use Districts and Conditional Uses, Section 1.36 (3) (L) – AO-I (Agricultural Open Interim Use District); Conditional Uses to add Bed & Breakfast and Event Centers to the list of possible conditional uses.

Mr. Cervantes stated due to other factors on November 25, 2019, a provision was removed from the list of possible conditional uses that would previously allow event centers and bed and breakfasts to be established in a property zoned Agricultural Open Interim. The language that was removed would allow as a conditional use other uses which, as determined by the Planning and Zoning Commission, are not contrary to the purpose established for the district. By the removal of that language from the code of ordinance, an event center or a bed and breakfast facility became not a possible conditional use under this zoning category. The proposed ordinance would allow those types of facilities with a conditional use permit after public hearings are held. Staff recommends the adoption of the ordinance. He mentioned there's been some interest in properties that are zoned agricultural to have like a small event center or a bed and breakfast. There are several properties that are acres that are zone agricultural that sometimes have an old house that lend themselves for an event center or a bed and breakfast facility. As a result, staff is proposing to amend the zoning ordinance to allow such a facility with a conditional use permit. He added if somebody would want to pursue that, they could

apply and staff will send a notice to the surrounding property owners and the council may grant it depending on how the public hearings go and the conditions that we may impose.

Ms. Thompson asked how are the Bed and Breakfast held by the City of Mission.

Mr. Cervantes stated they aren't allowed in the City of Mission.

Ms. Thompson asked Bed and breakfast not allowed.

Mr. Cervantes stated No.

Ms. Thompson mentioned Event centers are allowed.

Mr. Cervantes stated they were allowed in the past because there was some language in the ordinance that allowed establishments that this board will allow establishments like that, but that language was removed a few years ago. So as a result, if somebody wants to set up a new one, it's not allowed.

Mr. Guevara asked if applicants are requested a lot.

Mr. Cervantes stated staff has had some interest so we may get an application in the near future.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Alaniz moved to close the public hearing. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the ordinance amendment request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:38 p.m.

Ended: 5:39 p.m.

Item #7

Single Lot Variance:

**A 0.3244 of one acre out of Lot 19,
Los Ebanos Village Subdivision
1500 Esperanza Avenue
R-1
Victoria M. Bazan**

Mr. Ramirez stated this property is located at the Northwest corner of N. Los Ebanos Road and Esperanza Avenue. The land measures 154.00 feet by 92.50 feet, being a .0.3244 acre tract of land out of Lot 19, Los Ebanos Village, per map records. Lot 19 got split into two separate tracts of land

by metes and bounds description on February 28, 2025. The owner proposes to build a residential home on their currently vacant land zoned for single family residential construction. A building permit will be submitted and reviewed separate and apart and upon approval from this single lot variance request. This site has double frontage to N. Los Ebanos Road and Esperanza Ave, both being public streets, and access to all city utilities and services to include street lighting, fire hydrants, and drainage meeting the criteria set forth on Sec. 98-8 – Single-lot Variance; approval and procedures (b). A Capital Sewer Recovery fee (\$200.00), Parks Fee (\$650), and Water Rights Fee (\$1500) will be imposed as a condition for approval. There is a provision in the subdivision to allow single-lot variances to assist property owners develop small tracts of land without going through the subdivision process. The applicant meets the criteria in the ordinance. Staff recommends approval.

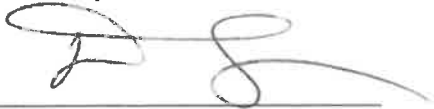
Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the Single Lot Variance request. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

**ITEM#8
ADJOURNMENT**

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Ms. Austin seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:39 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
OCTOBER 15, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Connie Garza
Irene Thompson
Steven Alaniz

P&Z ABSENT

Kevin Sanchez
Omar Guevara
Raquenel Austin

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Jessica Munoz

GUEST PRESENT

Maria Ester Salinas
Antonia Del Barrio
Luis Valdez
Elizabeth Oviedo
Carlos A. Chapa
Luis Mendez
Lane Rangel
Pena Fernando

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:30 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR OCTOBER 1, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for October 1, 2025. Ms. Thompson moved to approve the minutes as presented. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:44 p.m.

Item #2

Rezoning:

**A 9.83 acres gross and 9.48 acre net tract
of land out of Lot 33, Bell Woods CO'S Subdivision "C"
This site is located along the West side Conway Avenue (SH 107)
approximately 265 feet North of Victory Street
AO-I to R-3
Luis Alaniz c/o Cabrera Brothers Trucking Co.**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to Multi-family Residential District ("R-3") for a multifamily residential development. The tract of land has 9.48 acres in net area and measures 256 feet along Conway Avenue and has a depth of 1,239.61 feet. The surrounding zones are outside the city limits to the North, General Business District (C-3) to the East, Agricultural Open Interim District (AO-I) to the South and Duplex-Fourplex Residential to the West. The surrounding land uses include agricultural land, a single-family home and an irrigation canal to the South, Trumac Transport to the East, Cheer Strike and IHOP to the South and agricultural land to the west. The subject property is vacant. The Future Land Use Map shows the West two thirds of the property designated for low density

residential uses. The East one third of the property is designated General Commercial. Even though the requested rezoning of the West two thirds of the property is not in line with the comprehensive plan, staff feels that the area is in transition to multi-family residential uses. Notices were mailed to 6 surrounding property owners. Planning staff received no phone calls in opposition to the rezoning. Staff recommends approval to the rezoning request.

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

Mr. Luis Valdez resides at 3611 N. Conway Avenue, He stated there has been an issue with drainage in the area. He mentioned he had some photos of the flooding that travels from the north side of the property. He stated he would like the board to reconsider when proposing to rezone the property because there is a lot of flooding in the area.

Chairwoman Izaguirre asked where his property was located.

Mr. Valdez stated his property is North of IHOP where the cheer strike gym is located at. He mentioned there's a lot of runoff water when it rains from the north side.

Chairwoman Izaguirre asked even though the properties on the north side of the canal.

Mr. Valdez stated Yes, It goes into the drainage area, then it flows into my property. He mentioned he provided some photos for the board members. He mentioned this is what happened in March. He stated this is where their property would end. He added that probably on the south side you can see all that overflow into the highway and into my property and it's on the south side of the canal between both properties.

Chairwoman Izaguirre asked if the warehouse was already there when he purchases the property?

Mr. Valdez stated yes, the warehouse has been there for 25 years and that's before that IHOP was developed. He believes the IHOP was raised too high.

Mr. Valdez 'daughter stated IHOP made the flooding issue stimulated and if that multi-residential use is granted that's going to stimulate even more of the current flooding issue.

Chairwoman Izaguirre asked Mr. Cervantes if he had seen the photos of the flooding issue.

Mr. Cervantes stated No, but he has heard of flooding in the area. He mentioned to the board that right now they're discussing the land use only. He stated the drainage should not really be a factor in the rezoning process since a multifamily zoning makes sense for this type of property. He mentioned when the property is being developed they will have to comply with our drainage requirements which are more strict today than before.

Chairwoman Izaguirre stated it looks like that warehouse shouldn't have been built at that elevation.

Mr. Valdez stated that was before the annexation so that was not part of the City of Mission before.

Chairwoman Izaguirre stated it looks like it was an ongoing problem before you even purchased the property.

Mr. Valdez stated If the property on the south side, which is IHOP, hadn't been raised, all the water would have just drained down, but once that was put in place it created all those problems.

Chairwoman Izaguirre stated they will make sure that the planning department will take a look into the flooding.

Mr. Cervantes stated that staff can meet separately with Mr. Valdez and with the city staff to try to address the drainage concerns as much as possible. He stated staff could have a separate meeting with him and the city engineer to make sure if the zoning goes through, that the drainage is very carefully reviewed so that it will not cause any more problems.

Chairwoman Izaguirre asked if we have anybody else for item number two for or against this item?

Mr. Luis Mendez on behalf of the owner, we're the engineers for this development SAMES INC. He addressed the comment as mentioned by the planning department as well as meeting the requirement for drainage impact for the development. He mentioned they reached out to TxDOT and there's already funding for the expansion of that road and there are drainage improvements to 107 on that section meaning that there are going to be adding some storm inlets and piping and all that. He stated their runoff drainage runoff is going to be conveyed through a detention pond for the development and ultimately outfall into that storm system that TxDOT is about to do improvements on. He mentioned that design is already being approved and it's already currently out to bid for the contractors so they can start processing that future development.

Chairwoman Izaguirre asked if Mr. Mendez could please email the plans to our planning and engineering department.

Mr. Mendez stated No problem he believes there should be a third sheet showing drainage improvements or preliminary drainage improvements. He stated that the plans should be showing some inlets already. That TxDOT is anticipating that section. If not, I can forward it to the City of Mission as well, so they can address it with the surrounding owners to show that improvements for drainage infrastructure is coming on the way. So that's why our development is anticipating those connections as well.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if this is just for the zoning, obviously it still needs the development phase at that point and to ensure that the engineering adheres to proper drainage.

Mr. Cervantes stated yes, If the zoning goes through and the City Council approves it. He mentioned there is a subdivision that is in the works for Fourplex lots. He stated he will set up a meeting with the people that showed up and the subdivision engineers and the city engineer to try to address their concerns. He will schedule that meeting as soon as possible.

Ms. Garza stated that her main concern that she has is that the future land use for this property is commercial facing Conway. She asked if the developer gave any consideration to doing the part fronting Conway Commercial and then maybe the rest of it multifamily.

Mr. Cervantes stated he isn't sure if that has been considered by the applicant. He mentioned they have seen a preliminary subdivision for fourplex lots. He stated they're proposing at this time a subdivision for fourplex lots for multifamily. He mentioned to keep in mind that things can change in the future so the project may fall through and then another future owner may decide to build an one large apartment complex or a future owner could decide to make the front commercial and then pursue zoning the way it was.

Ms. Garza stated that would be my only concern in approving this item.

Mr. Mendez asked if her question was moving the front part to commercial.

Ms. Garza stated the future land use map indicates one third of the property to the east of facing Conway being commercial.

Mr. Mendez stated they had touched bases with the client before regarding having commercials in the front but as for the market analysis they did kind of all that corridor already, mostly what's out there is commercial. He mentioned the applicant's intent is bringing more residents to give that improvements to the commercial meaning to bring more people for commercial use. He stated he will be letting his client know of the possibility that if he is thinking of doing commercial in the front. He stated that so far, the applicant wants to have fourplexes for it and the detention pond. We're thinking of doing it right in front due to the existing conditions of the ground because that section elevates really high towards the back, which it's approximately 10 to 15ft. He added if they do the detention pond on the top it's going to create issues with engineering runoff with gravity. So that's why they are planning on the detention pond. So essentially, there's going to be a really small gap for commercial use in the pond.

Chairwoman Izaguirre stated It's not feasible because of the elevation of the terrain and because it's too narrow in the entrance and it's next to an elevated irrigation canal.

Mr. Mendez stated the right of way and plus the size of the pond that we need. He stated the size It's going to be 100 by the distance. So, it's going to be really small for a commercial. So that's why he kind of didn't consider that option.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the rezoning request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:44 p.m.

Ended: 5:46 p.m.

Item #3

Conditional Use Permit:

**Manufacturing & Packing of Water and Ice-
Royal Water**

**Being all of Units "M", "N", "O", "P", and "Q",
Bryan Point Business Condominiums Subdivision
1352 E. 1st Street, Suite M**

**C-3
Royal Water LLC**

Mr. Cervantes stated the subject site is located along the South side of 1st Street approximately 200 feet East of Bryan Road. Per the Code of Ordinances an industrial use in a property zoned General Business District requires approval of a Conditional Use Permit by the City Council. This business has been in operation without a business license since August, 2025. The applicant uses city water, purifies it by using certain filtration devices and consequently puts the purified water in 5-gallon containers. The applicant then delivers the containers to certain businesses and homes throughout the area. No purified water is sold from the suite. A meeting took place with the City Fire Marshall on October 6, 2025. He reported no objections contingent on the addition of a second emergency exit to the South of the suite. The hours of operation are as follows: Monday thru Friday from 8:00 a.m. to 5 p.m. Staff: 3 employees. Parking: There are a total of 185 parking spaces in the commercial plaza that are shared among the businesses. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (24) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval with the conditions below: 1) Permit for one (1) year to continue to assess this business; 2) Compliance with all City Codes (Building, Fire, Health, etc.); 3) CUP is not transferable to others; 4) Must comply with the noise ordinance; 5) Hours of operation: Monday thru Friday from 8:00 a.m. to 5 p.m.; and 6) No water to be sold from the suite.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the conditional use permit request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:46 p.m.

Ended: 5:47 p.m.

Item #4

Conditional Use Permit

Renewal:

A Drive-Thru Service Window

– Taqueria Oviedo

Being Lot 2, Aziz No. 2 Subdivision

608 W. Griffin Parkway,

C-3

Elizabeth Oviedo

Mr. Cervantes stated the subject is located along the North side of Griffin Parkway, approximately 360 feet East of Holland Road. Per Code of Ordinance, Drive-Thru Service Windows require the approval of a Conditional Use Permit by the City Council. There is an existing 24' x 38' drive-thru service window and a 4' x 8' LED menu board. The taqueria has been in business since 2015 at the above location, serving authentic Rio Bravo Tacos and more. Access to the site will be provided off of West Griffin Parkway through an existing 26' driveways. The proposed days and hours of operation are Monday – Sunday from 11:00 am to 12:00 am. Staff: 8 employees. Parking: the parking is held in common for this commercial plaza and have a total of 60 parking spaces that are shared with other businesses. The last conditional use permit approved for this drive-thru service window for this location was on November 12, 2024 for a period of 1 year. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (21) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval of the request, subject to compliance with the following conditions: 1) Life of the Use with the understanding that the permit could be revoked due to noncompliance; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) Hours of operation are Monday – Sunday from 11:00 am to 12:00 am; and 4) CUP not be transferable to others.

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

Ms. Elizabeth Oviedo the applicant does see any issues with her establishment or any complaints.

Chairwoman Izaguirre entertained a motion to close the public hearing. Ms. Thompson moved to close the public hearing. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:47 p.m.

Ended: 6:14 p.m.

Item #5

Conditional Use Permit

Renewal:

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

Mr. Cervantes stated the subject site is located at the Northwest corner of Francisco Avenue and E. 8th Street. Per the Code of Ordinance a bar, cocktail lounges and taverns require the approval of a

Conditional Use Permit by the City Council. This business has been in operation since 1960 but during the renewal of the conditional use permit, the City Council placed a condition of no live music outdoors at any time. This was done during the April 14, 2025 meeting. The applicant has submitted a petition signed by 228 citizens in support of bringing back outdoor music at the venue. Four (4) of the petitioners are property owners within the 200- foot notification area (18.69%). For the last two years there have been three (3) abandoned vehicle, one loud noise, one incident, and one theft report. The hours of operation are as follows: Monday thru Saturday from 10:00 a.m. to 12 a.m. and Sundays from 12:p.m. to 12:00 a.m. Staff: 3 employees. Parking: Due to the total of 164 proposed chairs, a total of 55 parking spaces are required. There is a total of 12 off-street parking spaces at the site. Since this property is located within the Mission's Central Business District, it is exempt from parking requirements for the existing structure. Such uses require that no alcoholic beverages be sold within 300' of a residence, church, public schools, private school or public hospital. There is a residential subdivision within 300 feet, therefore, a waiver of the separation requirement would need to be approved. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (24) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval with the conditions below: 1) Permit for one (1) year to continue to assess this business; 2) Continued compliance with all City Codes (Building, Fire, Health, etc.); 3) Waiver of the 300' separation requirement from the residential homes; 4) Continued compliance with TABC requirements; 5) CUP is not transferable to others; 6) Must have security cameras inside and outside with a minimum 30-day retention; 7) Must comply with the noise ordinance; 8) Maximum occupancy for the inside area to be 60 people with tables and chairs, 130 people with chairs and 182 people if standing. For the outside area the maximum occupancy to be 166 people with tables and chairs, 357 people with chairs only and 464 people standing only; 9) Hours of operation: Monday thru Saturday from 10:00 a.m. to 12 a.m. and Sundays from 12 p.m. to 12:00 a.m.; 10) Live music allowed outside.

Chairwoman Izaguirre asked why the petition had addresses from random places in the city and it's not the surrounding 200' radius.

Mr. Cervantes stated because most of the petitioners are patrons of this business that like the live music at the site and would like for that to come back.

Ms. Thompson asked if this is to get live music back.

Mr. Cervantes stated it is a consideration outside.

Chairwoman Izaguirre asked if this was for outside.

Mr. Cervantes stated yes for outside and is a reconsideration request based on the police reports that we now have and based on the petition of support that the applicant has provided staff.

Chairwoman Izaguirre asked in reference to the floor plan that was submitted. She asked why are we allowing handwritten floor plans that are not to scale unlike every other city that requires an actual to scale drawn plan.

Mr. Cervantes stated that can be something that staff can look into and start requiring from applicants.

Chairwoman Izaguirre stated it doesn't look professional for the city to even be accepting these types of drawings even the county requires them.

Mr. Cervantes stated Yes, since this is an ongoing business it's a little difficult to make him hire a professional.

Chairwoman Izaguirre stated the applicant has to do it once with all the insight of how it's actually going to be and make sure the fire marshal approves.

Mr. Cervantes stated staff has one application on hold because we're making the applicant give us a professional drawing. So that one has been on hold for three, four months for an event center, but this one because it's an existing business and we accepted the hand-drawn.

Chairwoman Izaguirre stated it's an existing business that we've had a lot of issues with.

Mr. Cervantes stated Yes, so in the future we can make sure not to allow this for the future.

Chairwoman Izaguirre asked why the staff can't request it now.

Mr. Cervantes stated they can request.

Chairwoman Izaguirre asked the board members from the drawing if they could tell how many people were going to be there. How many people are going to be standing, sitting, eating, drinking this is regardless of the music.

Mr. Cervantes stated yes, you could make the request after the public hearing, and table the item to make that request. That's certainly an option.

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

Mr. Lane Rangel stated he is the co-owner of the business. He stated as far as the drawing goes that all that was asked for is just a sketch at the time that I put in the application which can easily be done so that he could submit another one of those.

Chairwoman Izaguirre stated that all the cities require it.

Mr. Rangel stated at the point when I did apply that was what they required at that time. He mentioned all he is asking for is the outdoor music for the winter Texan season from 3 to 6 and then occasionally Friday and Saturday night we have live music. It's just part of the business that they are in. He mentioned the last city council meeting when we got denied. One of my partners was on the zoom call but was not identified at that point. He stated it did go behind closed doors for whatever reason and here we are back again. He mentioned there have been two complaints in the last two years.

Chairwoman Izaguirre asked how long ago that meeting was.

Mr. Cervantes stated it was in April of this year.

Ms. Maria Salinas resides at 709 Oblate and 715 Miller, stated she was also present for Mr. Pena Fernando and the two of the ladies from the neighborhood. She stated her and Pena family and friends stand united against the proposed renewal of outdoor music by the Ice House. They were already here once regarding the live music and the council agreed they were going to help them. They were going to be fair with the alcohol. She stated the neighborhood was tired of the noise and not only that they had not made all of these reports but our community has endured noise and drones for too long. A residential owner area could not be forced to endure and torture the noisy nights and overcrowding of vehicles that park anywhere they find. She mentioned the owners of the Ice House have no control over the people attending their bar and therefore should not be allowed to continue operating their business in such a residential area. We firmly believe that the location of the nuisance degrades the quality of life and our residents and it is not fair to have to bear such annoyance. It is essential for the well-being of our town residents to have a voice in the decision making from the Planning and Zoning Commission and the City Council. We are in a residential area across the street. She stated they can't even have a Thanksgiving meal because they're playing so loud the deprivation of sleep of our residents causes mental issues that are completely ignored. She mentioned the neighborhood plays loud noise during the week and we are forced to live with this emotional distress and there's no sidewalks and there's absolutely no traffic control and we're very concerned. She stated they are a residential area not an entertainment district. She mentioned they are the neighbors also have already called the police many times because they park their vehicles. She stated she was being sabotaged and she filed charges with the police department because they went and made a function and then they didn't even put a correct stamp.

Mr. Fernando Pena is the owner of the property north of the Ice House. He stated the problem that he has are the cars that are parking right on his property from the Ice House. He mentioned he had placed no parking sign on his property and they had taken them off. He stated that was his main concern that parking on his property and he stated it's kind of a little problem selling the property. The property is for sale as of now. He stated that's been our biggest problem with the Ice House. They keep parking there on his property. He stated the customers from the Ice House during the winter time when the tourists arrive they park on his property and even on the front of the property. He mentioned they park all over so they have a kind of a big problem with that.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Alaniz moved to close the public hearing. Ms. Thompson seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked How many parking spaces do they need based on the capacity of the establishment.

Mr. Cervantes stated 55 parking spaces are required, but they only have 12 off street parking spaces at the site. Now this property is in the Central Business District. So, in the Central Business District, the businesses are not required to have to meet the parking requirements.

Chairwoman Izaguirre stated staff could make sure that they don't park in Mr. Pena's property.

Mr. Cervantes stated It could be an additional condition if that's what the board would like to add.

Chairwoman Izaguirre stated what she is seeing is that the request is for a renewal of a conditional use permit.

Mr. Cervantes stated it is a renewal but if you notice the last condition.

Chairwoman Izaguirre stated it's only one condition.

Mr. Cervantes stated it's the last condition # 10. The last condition is to be allowed to have live outdoor music.

Chairwoman Izaguirre stated that conditions 1 to 9 they're fine. The only difference is the number Ten.

Mr. Cervantes stated yes that correct, 1 to 9 is already in place when the council approved it in April. The issue is number ten.

Chairwoman Izaguirre asked if the City council approved this from 1 to 9.

Mr. Cervantes replied that's correct.

Mr. Alaniz asked if there was any way to start them with acoustic music.

Mr. Cervantes stated when the council approved it, they were allowed outside so they can have music with the speaker only.

Chairwoman Izaguirre asked if they could have a speaker.

Mr. Cervantes stated Yes, they are allowed to have speakers. He mentioned live music is prohibited.

Chairwoman Izaguirre asked since it's a conditional use permit because it's still music whether it's on the speaker or live. She asked if there is just a difference just from the sound level. She stated its still music they can still listen to.

Mr. Cervantes stated he believes it attracts people when they have bands playing.

Ms. Thompson asked What's the occupancy of that

Mr. Cervantes stated in your list of conditions is the occupancy and it varies.

Chairwoman Izaguirre asked if there's music going on right now.

Mr. Cervantes stated Yes.

Ms. Thompson asked where all these people park.

Mr. Cervantes stated most of them in the street or on another people's property.

Ms. Thompson asked 130 people. That's a lot of vehicles.

Ms. Garza stated 357 people and 464 people were standing.

Mr. Cervantes stated the fire department has given occupancy based on different occupancies based on how they are standing or are they sitting approved 464 people.

Chairwoman Izaguirre asked what planning approved.

Mr. Cervantes stated these occupancies are what we got from fire maximum.

Ms. Thompson asked if they're parking in front of these people's homes.

Chairwoman Izaguirre asked what had planning approved for parking.

Mr. Cervantes stated that the central business district is not required at all.

Ms. Thompson asked when this was brought before and the live music was disallowed. Was that the last renewal.

Mr. Cervantes stated Yes, the renewal was in April.

Ms. Thompson asked if there is a reason to think that the council would approve the live music this time around.

Mr. Cervantes stated in April when the applicant went before City Council part of the reason the Council voted is because they did not have any police reports. He stated the City Council mentioned that they wish to have the police reports for the last two years. He mentioned the applicant submitted a petition in support of some of the petitioners being within the notification area.

Ms. Thompson asked for the past year they've had this approval without live music.

Mr. Cervantes stated yes.

Ms. Thompson asked in April.

Mr. Cervantes stated yes, since April.

Chairwoman Izaguirre stated they are requesting live music for the winter season.

Ms. Garza asked when the approval expired.

Mr. Cervantes stated it was for one year. They're up for renewal but the winter season is coming.

Ms. Thompson stated so the last loud noise complaint was in March of 2025. She asked which was right before that restriction was placed to no live music. Is that correct?

Mr. Cervantes stated yes, we have police reports from the past two years. There was one loud noise complaint and it was in March of this year, which was before the April prohibition of live music outside.

Ms. Thompson asked if numerous complaints have been issued because of the loud noise. If that was the case, would it be reflected in this record.

Mr. Cervantes stated Yes, so we got the complete records from PD for the past two years. There was a vehicle abandoned and obviously if PD is called in they have to file. They can't just show up and say turn it down and not put anything on paper.

Ms. Thompson stated the bigger concern is parking. We've restricted use of certain things within the Central Business District, even though there isn't that parking requirement because of the density of development in that area and the lack of parking and the lack of nearby public areas that people could park in. Because how close is the nearest public parking area for this facility. She asked how close the nearest public was.

Mr. Cervantes stated there are none. He suggested maybe the owners could rent the person that spoke, maybe they could make an agreement to rent that property for parking. He stated the board can recommend additional conditions they can even though it's in the Central Business District and by ordinance is exempt from a conditional use permit but you can impose conditions.

Chairwoman Izaguirre stated that's what she was asking about the sound level to see if the board could add a condition if they were to approve the live music for the music to be at the exact same sound level that the music is as of right now.

Mr. Cervantes stated in the list of conditions that staff recommended they have to comply with the noise ordinance. He stated that even if live music is allowed in the next property it cannot exceed 65 decibels. He mentioned if the neighbor calls a compliant PD and has a machine to measure the noise level it cannot exceed the 65 decibels or a citation could be issued to the venue.

Ms. Garza stated its ongoing concern with that place has been the problem with the music and the noise among other things.

Ms. Thompson stated if its approved number ten live music is allowed outside they would still need to comply with the noise ordinance.

Mr. Cervantes stated that even though there's a band playing outside if the council approves it they still have to comply with the noise ordinance. He mentioned if they get very loud the neighbor to the west could call PD.

Ms. Thompson asked if this was approved except for number ten this was approved for that number ten for live music.

Mr. Cervantes stated No, since April they had music from a speaker outdoors they have not had any live music.

Mr. Alaniz stated he suggested the owners invest in this decibel reader and he moved for approval.

Chairwoman Izaguirre stated the board could reduce it to six months instead of a year if it helps they've had music.

Ms. Garza stated her biggest concern is the parking. They are going to have live music. They are going to attract more people. It's going to compound the problem with the parking.

Chairwoman Izaguirre stated people Uber.

Mr. Cervantes stated so it can be for six months and we can get additional police reports and have another public hearing. It could be like a test.

Ms. Thompson asked Mr. Rangel if he had any type of equipment.

Mr. Rangel stated yes.

Ms. Thompson asked if he could explain that information a little bit.

Mr. Rangel stated he has a decibel reader he got it right after the first complaint he would go across the street with the decibel reader and make sure to keep it under 61 decibels at the street

Ms. Thompson asked if that's how they've been operating since they've had speakers and no loud music.

Mr. Rangel stated yes, we haven't had any complaints since and as far as the parking goes they were grandfathered in on the street access when we first applied for that.

Mr. Alaniz motion approval for six months.

Ms. Thompson second that motion and would suggest also that in the next six months for staff to evaluate the parking situation.

Mr. Cervantes stated yes staff can go out there and take some photos.

Chairwoman Izaguirre stated Maybe they can restripe the parking lot.

Mr. Cervantes stated yes, maybe the applicant could work out something with the other property to rent the property for parking to address the parking.

Ms. Thompson stated in six months will re-evaluate.

Mr. Cervantes stated Yes, staff will go out there and take some photos of the parking situation.

There being no further discussion, Chairwoman Izaguirre entertained a motion to have a floor plan to scale. Mr. Alaniz moved to approve the conditional use permit request with the condition of having a decibel reader and approval for six months. Ms. Thompson seconded the motion with the conditional to have the parking re-evaluated within six months. Upon a vote, Ms. Garza nayed vote was 3 to 1 the motion passed unanimously.

Started: 6:14 p.m.

Ended: 6:15 p.m.

Item #6

Site Plan Approval:

Construction of a chain convenience

**store and gas station
The unrecorded Lot 1, Replat of a
portion of Lot 64, Caledonia, Unit no. 1
Murphy USA**

Mr. Cervantes stated the site is a 1-lot development having double frontage to N. La Homa Road and 3 Mile Road. Currently, zoning for the property is (C3) General Business District which is suitable for this type construction. The new development will include new internal curb and gutters, drainage, and utilities. The proposed structure meets all the zoning setback requirements. Proposed are 16 parking spaces (1 being handicapped) meeting the minimum number of paved, striped off-street parking spaces for this project. The site will include a main structure with a grand total of 2,824 square feet and a gas filling area with canopy for public use. Landscaping is to comply with the City's regulations and code ordinances and a lighting plan has been reviewed so that nearby residential properties will not be affected. There will be one enclosed dumpster located within the site to be screened with a solid buffer and opaque gates. The applicant must comply with any and all other format findings. No more than two permanent signs shall be allowed on one lot, except those lots with double frontage, in which case a maximum of three permanent signs will be permitted with at least one sign on each frontage. Staff recommends approval of the Site Plan as submitted.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to approve the site plan approval request. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#7

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Alaniz seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:15 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
DECEMBER 3, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Kevin Sanchez
Omar Guevara
Steven Alaniz
Connie Garza

P&Z ABSENT

Raquenel Austin
Irene Thompson

STAFF PRESENT

Xavier Cervantes
Susana De Luna
Alex Hernandez
Jessica Munoz
Gabriel Ramirez

GUEST PRESENT

Elizabeth Gonzalez
Claudia Oviedo
Nallely Cerda-Davila
Anakaren Gracia
Horacio Davila

CALL TO ORDER

Chairwoman Izaguirre called the meeting to order at 5:32 p.m.

DISCLOSURE OF CONFLICT OF INTEREST

There was none.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR NOVEMBER 19, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for November 19, 2025. Mr. Sanchez moved to approve the minutes as presented. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:34 p.m.

Ended: 5:35 p.m.

Item #2

Plat Approval:

**Holland Estates Subdivision Phase III
A tract of land containing 15.125 acres out of
Lot 27-5, West Addition to Sharyland Subdivision
R-1T
Skyview Investments Properties, LLC
Melden & Hunt, Inc.**

Mr. Ramirez stated that the proposed Holland Estates Subdivision Phase III was a tract of land containing 15.125 acres out of Lot 27-5, West Addition to Sharyland Subdivision, located along the East side of Holland Avenue, approximately 2,868 feet North of W. Griffin Parkway. Mr. Ramirez mentioned that the engineering firm working on this project was Melden & Hunt.

The proposed subdivision consists of 60 townhome lots, with 2 designated as common lots. The internal streets will be public. Peace Avenue will connect to the existing street stub to Tabasco Subdivision. The City of Mission will provide water and Sewer services.

Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, and approval of the infrastructure from the different City departments as per the approved construction plans.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to approve the plat as per the staff's recommendation. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:35 p.m.

Ended: 5:37 p.m.

Item #3

Plat Approval:

**Laguna Heights Subdivision
Being a 27.07 acres tract of land, out of Lot
17-2, West Addition to Sharyland Subdivision
R-1
Victor Meza & Emigdio Salinas
M2 Engineering, PLLC**

Mr. Ramirez stated that the proposed Laguna Heights Subdivision (Private Subdivision), a 27.07-acre tract of land, out of Lot 17-2 West Addition to Sharyland Subdivision, he mentioned that the variance request was removed from the agenda item and asked the board to disregard the request. He mentioned that the developer was Mr. Victor Meza & Emigdio Salinas, and the Engineer M2 Engineering, PLLC.

The proposed subdivision consists of 140 single-family residential lots and 2 common areas. The subdivision will have frontage to Los Ebanos and S. Mile One Roads, both to be improved by the developer and widened. All internal street will be private and to be maintained by the HOA. Water and sanitary sewer will be serviced by the City of Mission

Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, Los Ebanos and S. Mile One Roads street widening improvements or escrows, and approval of the infrastructure from the different City departments as per the approved construction plans.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:37 p.m.

Ended: 5:41 p.m.

Item #4

Rezoning:

**Lot 8, Block 71, Original Townsite
Of Mission Subdivision
R-1 to R-2
Casa Nueva, LLC c/o Esai & Brigida Reyna**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Single Family Residential ("R-1") to Duplex-Fourplex Residential ("R-2"). He mentioned that the property was located at 405 N. Nicholson Avenue.

The surrounding zoning is single-family residential in all directions, with a property at the Northeast corner of W. 4th and Nicholson zoned Duplex-Fourplex Residential. The subject property has a single-family home. The surrounding land uses include single-family homes to the North and West and a triplex multifamily development to the South and East. At the NE. corner of 4th and Nicholson, there is an 8-unit apartment complex. There was a comprehensive rezoning of the neighborhood that took place in 2006, which made the triplexes and the apartment complexes a legal non-conforming use.

The future land use map shows the property designated for low-density residential uses. The requested rezoning is not in line with the comprehensive plan.

Staff recommends denial of the rezoning request.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mrs. Garza moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Mr. Sanchez asked if the staff's recommendation was based on the future land use map?

Mr. Cervantes replied future land use plan and the comprehensive plan adopted in 2006.

Chairwoman Izaguirre stated that the property on the north side appeared to be a duplex.

Mr. Sanchez asked city staff whether any calls had been received in opposition.

Mr. Cervantes replied that no phone calls had been received in opposition.

Chairwoman Izaguirre stated that she was ok with the request since duplexes are present in all directions.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to approve the rezoning request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:41 p.m.

Ended: 5:42 p.m.

Item #5

Conditional Use Permit:

**Drive-Thru Service Window –
Taqueria Oviedo 2
708 N. Inspiration Road, Ste. 3
C-3
Claudia Oviedo**

Mr. Cervantes stated the site is located along the East side of N. Inspiration Road, approximately 765 feet South of W. Business Highway 83.

The applicant is proposing a drive-thru service window to take care of the customers. Access to the site is provided off N. Inspiration Road with a 30' driveway. The proposed service window will be located approximately 40' from the first parking stall in front of the building, which provides stacking for approximately two vehicles. Currently, the applicant has an existing window on the north side of the building, which will be closed, and is proposing a new service window on the south side.

Staff recommends approval of the request, subject to compliance with the following conditions: 2 years with the understanding that the permit can be revoked due to noncompliance; Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) CUP is not transferable to others; Hours of operation to be as follows: Monday – Sunday from 11:00 am to 12:00 am; and 5) The plaza owner will be required to seal off an existing drive-thru service window on the North side of the building before the issuance of a building permit for the requested window.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Alaniz moved to close the public hearing. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if anyone had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit. Mrs. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:43 p.m.

Ended: 5:44 p.m.

Item #6

Conditional Use Permit:

**To allow a Mobile Food Unit -
Lu's Coffee Shop
1001 S. Bryan Road
C-3
Nallely Cerda Davila**

Mr. Cervantes stated the property was located along the East side of S. Bryan Road, approximately 1,300 feet South of US Expressway 83. The applicant is leasing a green space from the owners of the Missionville Plaza.

The proposed location follows the city's minimum distance requirements between mobile food units. The nearest mobile food unit is at 801 N. Bryan, which is 1.2 miles away.

Staff recommends approval of the conditional use permit request, subject to compliance with the following conditions: Permit for one year to re-evaluate this new operation; Must comply with all City codes (Building, Fire, Health, and Sign, etc.); Restrooms must be accessible to the employees and

patrons at all times; Acquisition of a business license is required before any coffee sales; Hours of operation are Every day from 7:00 a.m. to 6:00 p.m.; and the conditional use permit is not transferable to others.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Sanchez moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to approve the conditional use permit request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:44 p.m.

Ended: 5:45 p.m.

Item #7

Conditional Use Permit:

**For the Complimentary Offering of Alcoholic
Beverages for Social and/or Cultural Events
921 E. 12th Street
R-2
Upper Valley Art League, c/o Robert Codina**

Mr. Cervantes stated that the property was located at the Northeast corner of Kika De La Garza and 12th Street. The Upper Valley Art League has an annual event where complimentary alcoholic beverages are offered during their event.

Since events have occurred with no incidents, and the Upper Valley Art League firmly attests that they are very watchful of how much the patrons are responsibly served, and intend to have continued vigilance at their social exhibit events, staff recommends approval of the request, subject to compliance with conditions: Life of use with the understanding that the permit can be revoked due to non-compliance; Continued compliance with all City Codes (Building, Fire, Health, etc.); CUP is not transferable to others; Hours of operation of the gallery to be as follows: Wednesday – Friday from 10:00 am to 6:00 pm, and Saturdays from 10:00 am to 2:00 pm: Exhibit events Saturday from 7:00 pm to 9:00 pm; and Must comply with noise ordinance.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Alaniz moved to close the public hearing. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Alaniz moved to approve the conditional use permit request. Ms. Garza seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:45 p.m.

Ended: 5:47 p.m.

Item #8

**Conditional Use Permit Renewal: For an Event Center – Eliz Event Center
2407 Brock Street, Ste. C
Lot 9, Shary Shary Business Center Subdivision
C-3
Elizabeth Gonzalez**

Mr. Cervantes stated that the site is located 130 Feet East of Shary Road, along the South Side of Brock Street. This business has been in operation since May 12, 2025. The applicant proposes a renewal of the conditional use permit for the small Event Center.

Staff recommends approval of the request, subject to compliance with the following conditions: Approval for 2 years re-evaluation; Maximum occupancy is 80; Must comply with noise ordinance; Conditional Use Permit is not transferable to others; Continue to comply with all City Codes (Building, Fire, Health, etc.); and Must have security cameras.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Sanchez moved to close the public hearing. Mr. Alaniz seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked How long has the business been in operation?

Mr. Cervantes replied the business has been in operation since May 12, 2025.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Ms. Garza moved to approve the conditional use permit request for a period of two years. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:47 p.m.

Ended: 5:49 p.m.

Item #9

**Conditional Use Permit: Sale & On-Site Consumption of Alcoholic
Renewal: Beverages – El Ronco Servi Car
1728 W. Griffin Parkway
C-3
Ismael Reyes**

Mr. Cervantes stated the site is located at the northwest corner of Salinas Drive & West Griffin Parkway. The applicant proposes a renewal of the conditional use permit for the business.

Mr. Cervantes mentioned that 6 months ago, when the mobile food truck next door was presented, the surrounding neighbors had traffic concerns. He added that staff met with the owners from El Ronco Servi Car, and they made some adjustments soon after, addressing the traffic concerns.

Staff recommends approval of the request, subject to compliance with the following conditions: Permit for three years to continue to assess this business; Continued compliance with all City Codes (Building, Fire, Health, etc.); Waiver of the 300 feet separation requirement from the residential homes; Compliance with TABC requirements; CUP is not transferable to others; and Hours of operation to be as follows: Sunday – Thursday from 12:00 pm to 10:00 pm and Friday & Saturday from 12:00 pm to 11:00 pm.

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

There was none.

Chairwoman Izaguirre entertained a motion to close the public hearing. Mr. Sanchez moved to close the public hearing. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to approve the conditional use permit request. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#10

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Mr. Sanchez moved to adjourn the meeting. Mr. Alaniz seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:49 p.m.



Diana Izaguirre, Chairwoman
Planning and Zoning Commission

SHARY GOLF COURSE ADVISORY BOARD MINUTES
DECEMBER 10TH, 2025

- **Call to Order**
 - Mr. Isaac Martinez called the meeting to order.

- **Roll Call**
 - The following board members were present: Isaac Martinez, Ben Lau, Toby Garza, Thomas Lee, Nacho Pecina, Javier Barrera (late)
 - The following board members were absent: Joe Salinas
 - The following staff members and others were present: Michael Fernuik Golf Director, Andy Garcia, Co – Interim City Manager

- **Approval of Minutes**
 - The minutes from the November 5th, 2025 were approved as written. Motion made to accept Thomas Lee, seconded Ben Lau, approved unanimously.

- **Golf Director's Report**
 - Progress Report on Holes 19 to 27. The lighting adjustments were made with MUSCO and Zitro. During the adjustment phase it was discovered there was another dark area being the front tee on hole #8. The sales representative from MUSCO seems to think it should be a split cost. Andy Garcia mentioned we should look at the lumen brightness schematic that was presented earlier in the process. A more detailed review will follow. The neighbors located on the west side of the golf course met with MUSCO about some concerns. MUSCO addressed those concerns the same day during an in person meeting and there were no more issues raised. Certain greens are being covered with plastic creating a greenhouse effect to aid in growth. Bathroom facility is on schedule and proceeding nicely, with very few interruptions. A report was provided by Superintendent Gutierrez stating the tees, fairways and roughs are at about 80 percent grown in. Greens are at about 40 percent given its laser zoysia and is slower growing than the paspalum sprigs everywhere else. We have experienced some electrical shorts on holes 19 to 27 that have been resolved. Insecticide is being used to spot treat the ant mounds in preparation for opening. Mr. Martinez raised concerns about the dryness and over watering of certain fairways. Coach Lee mentioned how bad 14 fairway was when it use to be one of the best. It was stated that the cause of being too wet or too dry was electrical in nature. Mowing has slowed down on Holes 1 to 18; tees, fairways and rough are now being mowed twice a week, greens still are daily.
 - The food operation will be going out for RFPs in order to find a suitable vendor. The details of the scope of work and its details were discussed. Further discussion involved the night operation, menu concept, fee to be paid to the city, and the need to find the right vendor in order to provide in-service food along with a food truck option. The possibility of an established restaurant using this

location as a second location was mentioned. Everyone agrees that this location can present a great opportunity to the respective vendor. It was stated that any board members that know someone in the food truck space, to get on the list to receive the RFP.

- Pricing was discussed for the perimeter fencing for hole 19 to 27. Types of fencing involved were black panel, black vinyl coated chain link, basic chain link. The post and cable concept was further discussed because of the price option.

- **Public Participation**

- None

- **Unfinished Business**

- On Course Restrooms could have a possible issue with the water and sewer once construction is completed. Electric will be supplied from the newly installed light pole over by the new hole 6. There is a plan in place to remedy these water and sewer issues according to Mr. Garcia.

- **Chairman's Comments**

- Things are moving forward, there is just a lot to be done before we open holes 19 to 27. Re-stripe the parking lot, food availability is critical, clubhouse landscaping, etc.

- **Adjournment**

- Meeting was adjourned at 6:35 pm.

SPEER MEMORIAL LIBRARY BOARD

The Speer Memorial Library Board met for its regularly scheduled meeting on September 16th, 2025, at Speer Memorial Library.

A. Call to order

The Meeting was called to order by Cynthia Leon at 5:00 p.m.

Attendance was taken.

Present:

Cynthia Leon

Elizabeth Garza

Perri Ann Huntley

Lina Cruz

Mayra Rocha

Jeff Taylor

Rose Mary Gallagher

Absent:

Library Staff Present:

Yenni Espinoza, Library Director & Lulu Garcia, Library Supervisor

1. Approval/Disapproval of Absences

No absences needed to be approved, as all members of the Speer Memorial Library Board were present.

2. Board Minutes

Lina Cruz presented the board minutes. Mayra Rocha moved to approve the minutes as presented for the May 27th, 2025, Speer Memorial Library Board Meeting. Perry Ann Huntley seconded the motion, and the motion passed unanimously.

3. Treasurer's Report

Perry Ann Huntley stated that the current balances in both the Breyfogle and MacDonald accounts. She points out that the McDonald's account shows \$5,815.00; however, that will be reflected as \$0 once the Shush booths arrive in December. The McDonald's interest \$6600.45 With an ending balance after the Payment for one of the Shush Boths 615.45. The treasurer's report was filed for audit as presented.

B. Routine Business

4. HCLS

Yenni Espinoza, Library Director, reported that Insignia has been successful so far and that Edinburg is now also moving back to TLC. Yenni Espinoza let the board members know that even though McAllen and now Edinburg would no longer share the same system, patrons can still borrow books from those libraries through the interlibrary loan system, ShareIt, which also allows returns at any location. She also shares that Palmview Public Library will be joining the system, bringing the total to 14 libraries. She also shares plans to establish committees for specific aspects, such as cataloging and circulation, to ensure equal services are provided county-wide.

5. Librarian's Report

Yenni Espinoza presented the Board members with the monthly reports up to the day of the meeting, covering May through August. The library offered multi-generational programming for children, teens, and adults, with a strong focus on literacy, creativity, and hands-on engagement. Summer Reading Programs served as the core of the activities, with children participating in movies, arts and crafts, story time, cooking, Play-Doh days, and games; teens enjoying book clubs, art workshops, author meet-and-greets, themed events, and a final celebration that included a movie screening; and adults engaging in creative workshops, book club discussions, and a digital literacy class. These programs were further enhanced through partnerships with local organizations, including the Upper Valley Art League, the fire department, and local authors. Although attendance statistics and August highlights for children and teens were not publicly documented, the summer programs were generally successful in encouraging community participation, learning, and social engagement, with recognition and prizes given to participants. Speer Memorial Library continues to serve as a vibrant hub for educational and recreational programs for all ages. She also mentions that the summer reading program was very successful, especially considering the increased adult participation compared to previous years.

C. Any Discussion or Action on Board Items -

There was no discussion or action on board items at the time of the meeting.

D. Unfinished Business –

Yenni Espinoza states that during the last meeting, the board discussed the scholarship fund agreement and how it will be attached to the application to begin collecting funds. Elizabeth Garza moved to approve the scholarship fund agreement, Lina Cruz seconded, and the motion passed unanimously.

Cynthia asks for an update on the legislature of the two items that were to affect public libraries. Yenni Espinoza shares that only one was passed, which no longer protects librarians from potential civil suit, and that it will come into effect in 2026. The other one that passed would only affect the list of books that public schools can purchase for their collection.

E. New Business –

For New Business, Yenni Espinoza shares that the library has received the letter of certification as an accredited library for 2026 from the Texas State Library and Archives Commission. She shares that the library is meeting all expectations for this certificate, except for the number of higher-level staff members who hold a Master's in Library Science. She shares that the library will be able to pass this year due to being a member of HCLS; however, a new employee will be hired this year who also has an MLS, which will help the numbers. The library, however, meets state requirements in all other areas, including staff, hours, activities, attendance, and facilities.

9. Appointment of new board officers

Mrs. Cynthia appointed a committee to nominate new officers for the upcoming year. Voting will take place at the December meeting. Elizabeth Garza moved to appoint Mayra and herself to the committee. Perry Ann Huntley seconded the motion, and the motion passed unanimously.

F. Announcements or Remarks

President Cynthia Leon will step down from her position as president at the start of the new year.

10. Acceptance and use of Donation in Memory of Michael Abbot Manuel

Yenni Espinoza shares how the Manuel Family would like to donate in memory of a previous Library Board Member, Michael Abbas Manuel. She also shares that the donation will go towards books for book discussions.

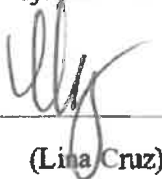
The next Speer Memorial Library Board meeting is tentatively scheduled for December 9, 2025.

At 5:00 p.m.

G. Adjournment

Elizabeth Garza made a motion to adjourn the meeting, and Jeff Taylor seconded the motion, which passed unanimously. Cynthia Leon adjourned the meeting at 5:58 p.m.

Library Board Secretary _____


(Lina Cruz)

Date

12/03/2025