



Public Works

January 2023 Monthly Report

South Water Plant

North Water Plant



Reservoir Sludge Removal



Waste Water Plant



UV Channel 1 & 2 Rehab



Train C Plant Rehab



Street Projects



Patching



Corinthians Alley

Public Works Projects



**PUBLIC WORKS
Table of Contents
January 2023**

TITLE	PAGE
Utility Billing & Collection	1
Analytical Statistical Comparison - Utility Billing & Collection	1
Water Distribution	2
Water Distribution Utility Line Maintenance	2
Water Distribution Maintenance Benchmark Summary	3
Utility Inspections	4
Subdivision Inspections	4
Utility Construction Projects.....	5
Backflow Prevention Inspections.....	5
Sewer Collection Maintenance	6
Sewer Collection - Inspections Benchmark.....	6
Water Treatment Plant Production	7
Water Production.....	7
General Operations & Maintenance - North Water Treatment Plant.....	7
General Operations & Maintenance - South Water Treatment Plant	8
Waste Water Treatment Plant Production	9
Waste Water - Plant Status	9
Waste Water - Staff Developments	9
Waste Water - General Operations & Maintenance	9-10
Waste Water - Contract Work.....	10
Waste Water - Special Projects.....	10
Pre-Treatment Plant - Operations & Maintenance	10
Sludge Removal Cubic Yards.....	10
Street Department	11
Street Improvement & Construction Projects	11
Street City Pothole Maintenance	12
Street City Miles Swept	12
Lot Maintenance/Demolished Home	12
Sign Shop Output Measures	13
Street Traffic Light Maintenance.....	13
Storm Drainage Division Projects	14
Alley Debris Collection & Mowing.....	14
Tire Removal	14
Fleet Department	14
Administration - Request for Service Calls	15
Health Department	16
Health Department Benchmark	16
Health Permits	17
Animal Control Service Calls.....	17
Animal Shelter	18

Utility Billing and Collection

ANALYTICAL STATISTICAL COMPARISON

‡ UTILITY BILLING ‡

BILLING TYPE	Jan - 2023	Jan - 2022	Y-T-D 22-23	Y-T-D 21-22
Water Consumption (Gals.)	307,796,000	312,274,000	1,381,059,000	1,509,631,000
Number of Customers	30,360	29,926		

WATER & WASTEWATER

Water Sales	\$ 959,373	\$ 963,451	\$ 4,157,296	\$ 4,378,639
Water Sales - <i>Granjeno</i>	2,257	1,806	8,782	8,749
Connections	22,850	10,605	64,675	47,820
Reconnect Fees	5,820	549	18,000	16,049
Sewage Service	521,084	544,673	2,099,109	2,189,094
Sewage Service - <i>Granjeno</i>	1,271	1,406	5,098	5,683
Industrial Sewer Surcharge	0	1,963	201	2,677
Wastewater Assessment	6,770	5,190	30,705	23,395
Service Charge	10,610	5,380	38,240	19,059
Garage Sales & Other	3,626	1,020	20,746	8,755
Total	\$ 1,533,661	\$ 1,536,043	\$ 6,442,852	\$ 6,699,920

SANITATION

Garbage Fees	\$ 611,789	\$ 592,311	\$ 2,432,057	\$ 2,342,298
Brush Fees	69,679	68,273	275,873	269,413
Total	\$ 681,468	\$ 660,584	\$ 2,707,930	\$ 2,611,711

DRAINAGE ASSESSMENT FEE

Drainage Assessment Fee	\$ 85,744	\$ 86,122	\$ 342,445	\$ 338,502
Total	\$ 85,744	\$ 86,122	\$ 342,445	\$ 338,502

Total Billing	\$ 2,300,873	\$ 2,282,749	\$ 9,493,227	\$ 9,650,133
----------------------	---------------------	---------------------	---------------------	---------------------

‡ UTILITY COLLECTIONS ‡

COLLECTIONS	Jan - 2023	Jan - 2022	Y-T-D 22-23	Y-T-D 21-22
Total Collections	\$ 1,681,442	\$ 1,715,709	\$ 6,433,483	\$ 6,504,915

Water Distribution

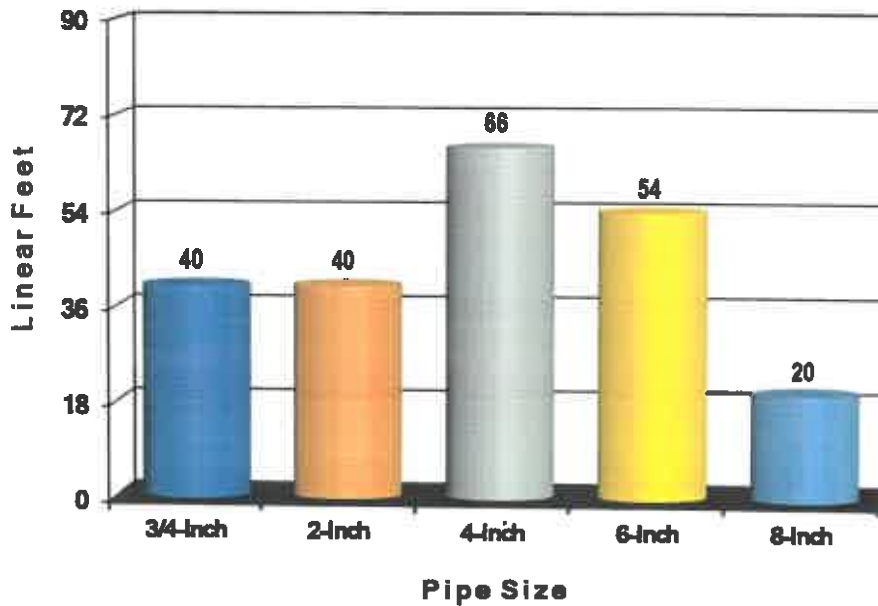
Utility Line Installation

Water Distribution Crews installed a total of 220 Linear Feet of Utility Line.

Water Distribution Utility Line Installation

3/4 -Inch		2-Inch		4-Inch		6-Inch		8-Inch	
805 Perez	20	1203 St Claire	20	903 Perkins	14	304 W 14th	14	Glasscock/FM495 20	
923 Pueblo	20	200 Bertha	20	304 W 14 th	20	1618 W Gastel Cr	20		
				3835 Beatty	18	1819 Perkins	20		
				3526 Beatty	14				
40 LF		40 LF		66 LF		54 LF		20 LF	

January 2023
Utility Pipe Line Installation

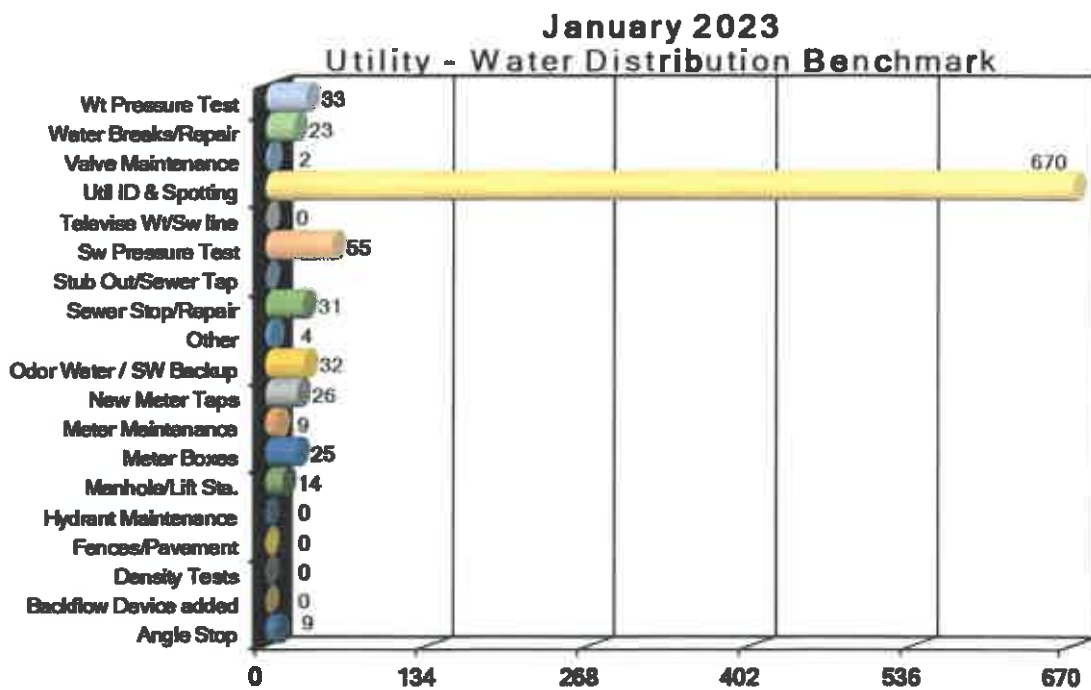


Water Distribution

Water Distribution - Maintenance Benchmark Summary

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

Service Type	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
Angle Stop	18	9	12	9	48	154
Backflow Device Added	0	0	0	0	0	1
Density Tests	64	106	47	0	217	235
Fences/Pavement	0	1	5	0	6	16
Hydrant Maintenance	110	61	0	0	171	307
Manhole/Lift Station	1	0	6	14	21	60
Meter Boxes	34	32	33	25	124	498
Meter Maintenance	4	4	4	9	21	57
New Meter Taps	36	32	35	26	129	503
Odor Water	26	19	35	32	112	294
Other	8	6	4	4	22	96
Sewer Stop/Repair/Tap	2	6	40	31	79	88
Stub Out	0	0	0	0	0	0
Sewer Pressure Test	0	16	17	55	88	23
Televise Sewer line	0	0	0	0	0	5
Utility ID & Spotting	636	424	538	670	2,268	5,298
Valve Maintenance	2	3	1	2	8	24
Water Break/Repair	36	44	34	23	137	324
Water Pressure Test	3	21	5	33	62	53
Totals	980	784	816	933	3,513	8,036



Water Distribution - Utility Inspections Our Utility Inspectors, Mr. Lupe Vela and Mr. Carlos Fuentes, conducted inspections on the twenty-five (25) Subdivisions. There were 670 inspections, 2 Hydrostatic Tests, 27 Mandrel, 28 Air Tests for Sewer and for Water Tests, 24 Air and 9 Mandrel.

2022-23 Sites Under Construction

	Site/Subdivision	Start Date	Completion Date	Location	Inspection Description
1	Bentsen Grove	9/2022		Inspiration / 1 Mile South	Under Construction
2	Bentsen Palm PH III	1/2023		Inspiration / 1 Mile South	Under Construction
3	City of Mission W-A15, S Conway L.S.	7/2020		Trinity / Conway South	Under Construction
4	Capricorn Estates	5/2022		FM495 / Moorefield	Under Construction
5	Coastal Plaza	11/2021		Expressway / Bryan Road	Under Construction
6	Conway Avenue Sewer Project	2/2022		2 Mile / Conway	Under Construction
7	El Millagro PH I	12/2022		Los Indios / Bryan	Under Construction
8	Fire Protection Improv. Basham 6,7	2/2022		2 Mile / N Inspiration	Under Construction
9	Garden Path	9/2022		Taylor / FM 495	Under Construction
10	Hidden Hills	2/2022		Walsh / Bus 83	Under Construction
11	Laguna Oaks	2/2022		1 Mile South / Inspiration	Under Construction
12	Lantana Landing	2/2022		2 ¼ Mile / Trospen	Under Construction
13	Las Esperanzas	1/2023		Glasscock / Frontage 83	Under Construction
14	Los Ebanos Estates	9/2021		Los Ebanos / 2 Mile	Under Construction
15	Lucksinger Apartments	9/2021		Lucksinger / Bus 83	Under Construction
16	Mayberry Ranch	1/2023		3 Mile North Mayberry	Under Construction
17	Plantation Grove Town Homes	9/2022		Plantation Boulevard	Under Construction
18	Ragland Village	1/2023		Business 83 / Ragland	Under Construction
19	Sendero Phase I	1/2023		1 Mile South	Under Construction
20	Sendero Phase II	2/2022		1 Mile South	Under Construction
21	Sharyland Bus Park PH I	3/2022		Anzalduas / Military	Under Construction
22	The Shops At 495	9/2022		FM495 / Conway	Under Construction
23	Speedy Trails	2/2022		West Mile 2 / Holland	Under Construction
24	Stablewood	2/2022		Taylor / FM 495	Under Construction
25	Tanglewood PH4	10/2021		Military / Schuerbach	Under Construction

2022-23 Water & Wastewater Major Ongoing Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Construction Cost Estimate	Contractor
North Conway Sewer Improvements	5,280 LF (Mile 2 to Mile 3)	90%	90%	\$ 667,110	RDH Site & Concrete LLC
Basham Fire Protection Drainage Improvements	Cheryl, Basham & Thompson	100%	100%	\$ 1,444,444	The 5125 Co.
Bentsen Palm Ph III Sewer Improvements	5,280 LF S. Mile 1 (Schuerbach to Inspiration)	85%	85%	\$ 1,853,205	RDH Site & Concrete LLC
SH 365 HCRMA Utility Relocations	5,280 LF South Anzalduas	90%	90%	\$ 1,207,420	Mor-Wil Co.

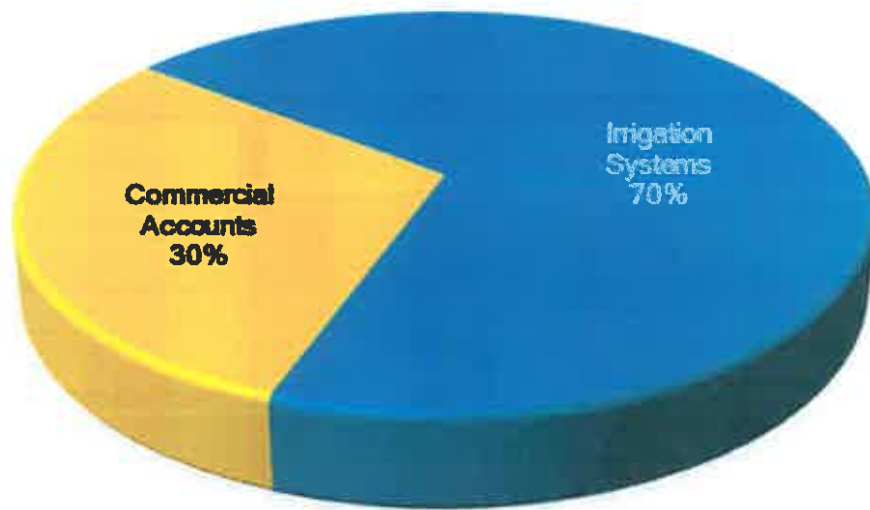
Water Distribution - Backflow Prevention Inspections

Listed below are the twenty (20) Backflow Prevention Assembly Inspections that Mauro Anzaldua Jr. performed to keep our water lines free from back siphonages and water backflow contamination.

2022-23 Backflow Inspections

Tests / Surveys	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
Inspection of <i>Commercial</i> Accounts	6	5	9	6	26	77
Inspection of <i>Sprinkler</i> Accounts	15	13	18	14	60	121

January 2023 Backflow Prevention Inspections



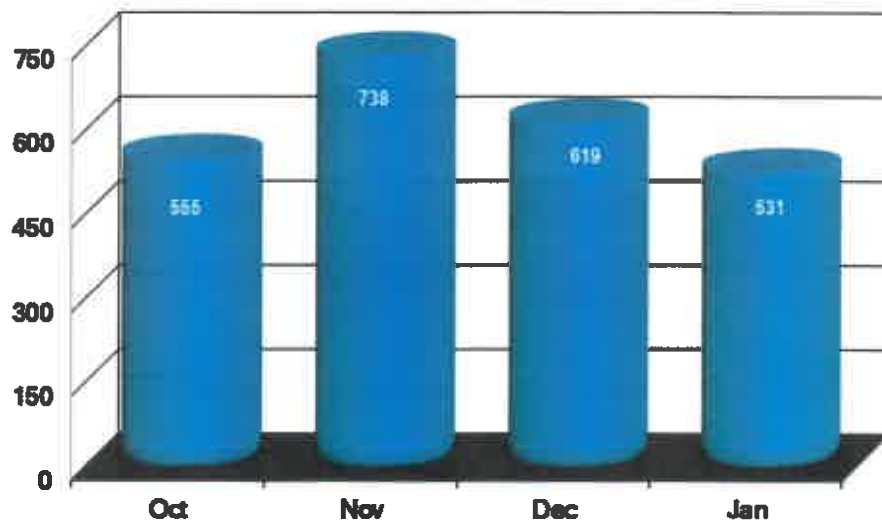
Water Distribution - Sewer Collection

Our Sewer Collection Crews inspected and maintained monthly the City's 40 active Sewer Lift Stations and approximately 369 miles of sewer lines by responding to 32 sewer backups and 531 work orders this month.

2022-23 Sewer Collection Lift Station Inspections

Service Type	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
Lift Stations Inspections	555	738	619	531	2,443	4,631
Televised Sites	0	0	0	0	0	5
Televised Feet	0	0	0	0	0	600

Sewer Collection Lift Station Inspections



Water Treatment Plant

Water Production Water Plant Operators at our North and South Water Treatment Plants treated 357.341 million gallons of water.

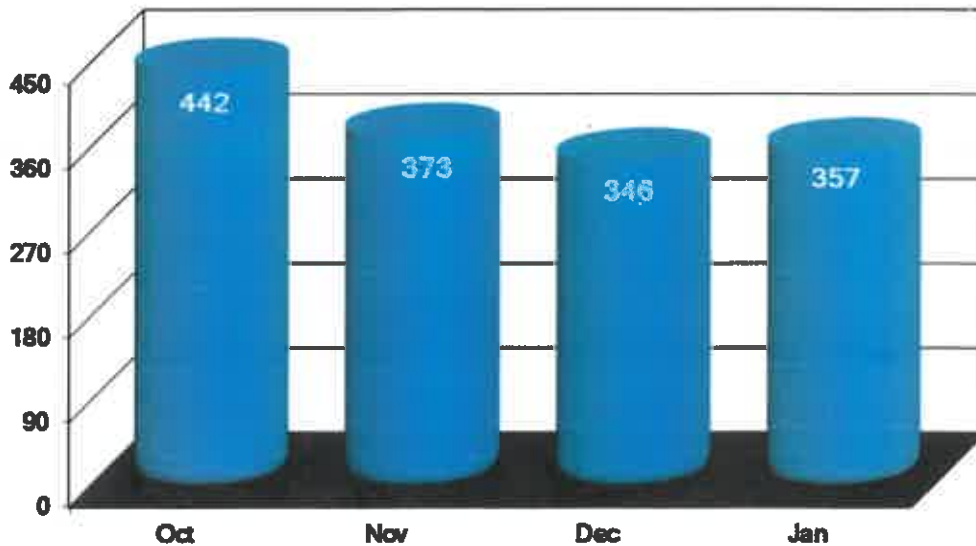
2022-23 Water Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
12	13	10	442	373	346	357	1,518	4,882

Parameters Exceeded: N/A

Rainfall: 0.0"

2022-23 Water Production Million Gallons (MG)



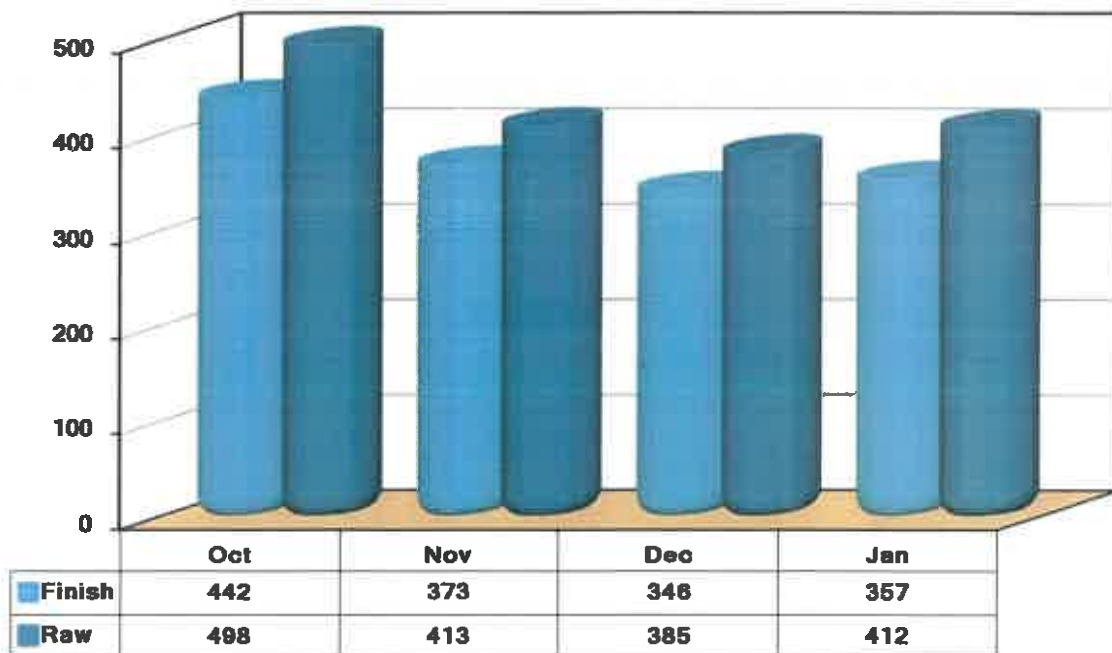
Operations and Maintenance - North Water Treatment Plant

- The International Dioxide (IDI) Company performed the chlorine dioxide generator monthly service and the collected monthly chlorite samples.
- Operators performed required daily and monthly water lab analysis, backwashed and cleaned required filters. Staff and contractor removed Raw Water Pump 1 to get it repaired.
- COVID-19 safety practices continue based on the CDC Guidelines and staff are encouraged to wear masks and practice social distancing.
- JMJ Contractor Crew disassembled and removed underdrains, sand and media.
- Reviewed water quality lab results from the following certified laboratories:
 1. Ana-Lab (Chlorite, TOC, SUVA)
 2. Eurofins Eaton Analytical (Chlorite)

Operations and Maintenance - South Water Treatment Plant

- The International Dioxide (IDI) Company collected the monthly chlorite samples.
- Operators performed daily and monthly water lab analysis, backwashed and cleaned required filters. Staff performed necessary water plant and reservoir adjustments; such as water influent, water effluent, water levels and chemical adjustments.
- Staff maintained grass trimmed at two treatment plants, reservoirs and distribution water towers.
- Initiated preventive maintenance on equipment as deemed necessary and exercised emergency generators weekly.
- Denali Contractor worked on Reservoir Sludge removal; Streets Department assisted with long-reach excavator and dump trucks.

**Water Treatment Plants
2022-23 Raw & Finish Water
Million Gals. (MG)**



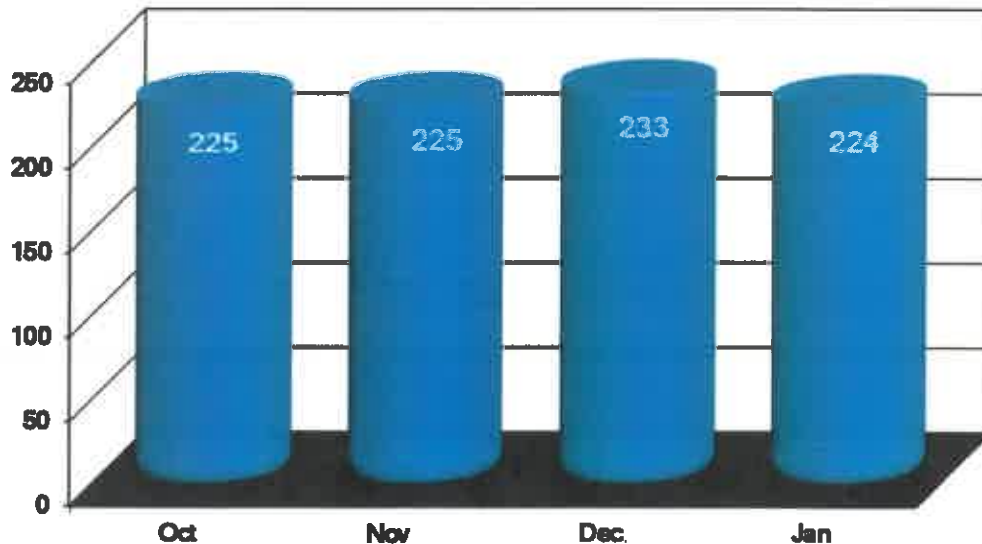
Wastewater Treatment Plant

Wastewater - Treatment Wastewater Plant staff treated 224.110 million gallons of Wastewater.

2022-23 Wastewater Million Gallons (MG)

Avg	Max	Min	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
7.2	7.6	6.5	225	225	233	224	907	2,722

**2022-23 Treated Wastewater
Million Gallons (MG)**



Wastewater - Wastewater Plant Status

No violations this month. Plant operated at 54.64% capacity and is rated at 13.5 mgd; Yearly averaged 7.377 mgd; There was no rainfall recorded this month.

Wastewater - Risk Management Program

Wastewater Plant followed the suggested CDC Guidelines for COVID-19, as well as, all employees received Proper Protection Equipment when needed.

Wastewater - Staff Developments

Saith Rodriguez was approved for the Wastewater Operator "D" Level license exam and will soon test as schedule permits. Travis Ray Dunn and Juan Cortez will be taking a Collections Class to complete their hours needed to apply for a Wastewater "C" license testing.

Wastewater - Facility Activities

The Supervisory Staff continues to support the team with training goals and best practices towards maintaining the Plant in compliance with TCEQ regulatory inspections. The Plant is starting plans on how to upgrade the Plant's UV Disinfection System. Quotes will soon be delivered from Xylem to the City's Wastewater Plant. Plans to rehabilitate the disinfection system will allow the disinfection process to continue for an extended period of time without the added cost of new construction.

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

1. Odor control systems were monitored and adjusted to reduce malodorous emissions.
2. Operators continue routine cleaning of clarifiers side walls to remove algae buildup.
3. Pumps at our Main Lift Station were exercised for better flow to our Screening System at head works.
4. Operators cleaned "Tea Cup" Grit System at head works daily.
5. Maintenance Crew worked on Aerator 3 for the Pretreatment Pond and checked for oil leakage.
6. Maintenance Crew set up sampler at Rio Grande Juice Company.
7. Maintenance Crew worked on Clarifier 3 for proper function.

8. Plant equipment hours were logged down for the month.
9. Worked on Rotors to maintain sludge levels.
10. Worked on Odor Control Systems to reduce foul odors to the community.

Wastewater - Contract Work The City's contracted electricians worked and/or are working on the following:

1. J&E worked on (a.) Influent Flow Meter for the 4.5 mgd Plant Expansion; (b.) the emergency belt "stop" switch for dewatering system.
2. Hill Tex work done at the Plant was as follows.
 - Worked on electrical maintenance and upkeep for the MCC rooms and control panels.
 - Worked on LS Pump 4 electrical system; breaker was tripping and will need further testing.
 - Worked on repair/installation of surveillance cameras for Administration Entrances and Exits.

Wastewater - Other Contract Work

1. Denali continues to provide the Plant with sludge and grit removal services.
2. Cintas continues to provide uniform services, employee boot purchase option and door mat replacements.
3. Polydine continues to supply us with polymer totes for aiding in sludge de-watering at Belt Press System.
4. Facilities Department continued to contract out the work needed to replace air condition filters on all air conditioning units.

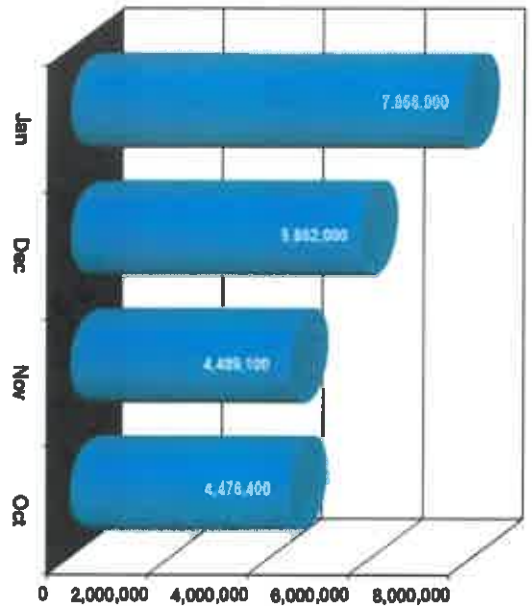
Wastewater - Lab Status All supplies and equipment are meeting TCEQ standards and analysis are concurrent with Standard Methods. Staff received the 2022 calendar for biomonitoring sampling schedule from Bio-Aquatic Testing. Plant Supervisors continue using the EPA Discharge Monitoring Report Federal Reporting System to comply with the TCEQ permit. Plant is planning to purchase a backup pipette solution delivery tool; it will replace an outdated pipette.

Wastewater - Special Projects Capital improvements are being discussed for future improvements on Plant's efficiency and promote the permit renewal process. Projects include an upgrade on the UV System, reuse water distribution line, cover for UV protection and other needed projects. Also, Digester System upgrades are being discussed for future improvements, as well as, redundancy for our dewatering sludge system Belt Press.

Pre-Treatment

Four surface aerators and motors are operational. Clarifier at Pretreatment was cleaned up of debris on the surface. All industrial flows to the Plant continue to be accounted for by Meter Totalizers and truck tickets. The Lone Star Citrus Company transported 44 truckloads of 220,000 gallons of citrus wastewater to the Pretreatment System. Pretreatment flow of waste from Rio Grande Juice Company and MPI (Metal Plating Industry) totaled 7,868,000 million gallons. Total sludge hauled was 1,080 cubic yards equivalent to fifty-four (54) roll off containers.

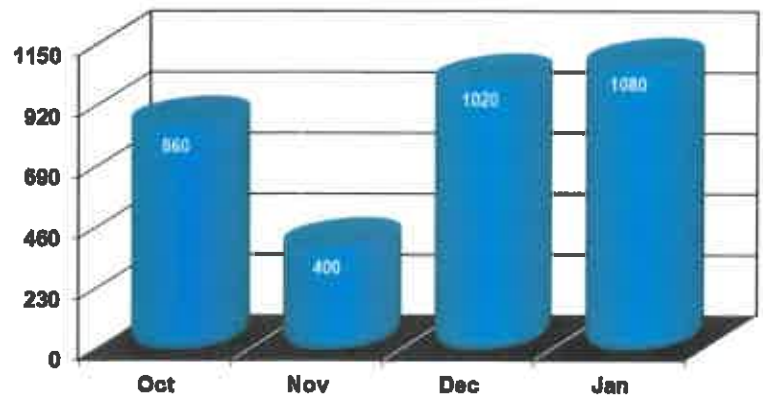
Pretreatment Flow (MG)



2022-23 Sludge Removal

Month	Roll Offs	Cubic Yards
Oct	43	860
Nov	20	400
Dec	51	1,020
Jan	54	1,080
YTD 22-23	168	3,360
F-Y 21-22	446	8,920

2022-23 Sludge Removal - Cubic Yards



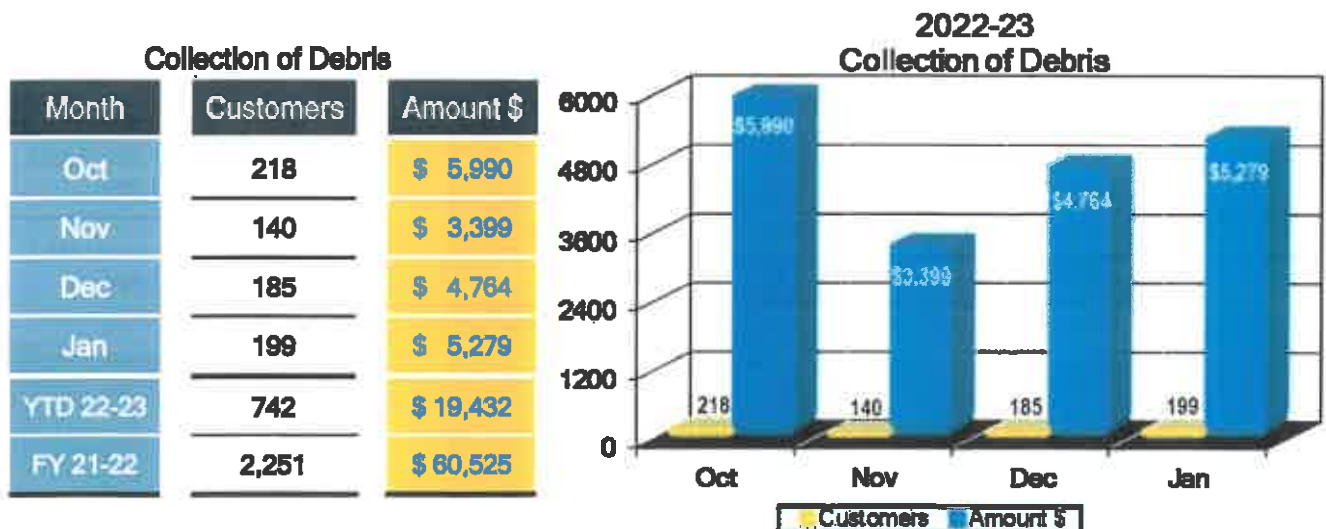
Street Division - Benchmark Summary

Our Street Crews paved 1,129 linear feet, 370 linear feet of alley, patched approximately 985 potholes; placed 68 signs, 58 poles (cemented), 50 clamps, 20 tees/cross pieces; inspected and repaired 203 traffic lights and street lights and street lamps; swept 964 street miles; removed 350 tires, and street crews cleared right-of-way tree limb obstructions throughout the City. There were 199 customers and a monetary Collection of Debris totaling \$5,279.

Street Improvement and Construction Projects

Project Name	Linear Feet	Construction % Completion	Current Status	Project Cost	Contractor
Durango / Shary / Mile 2 Street Overlay	1,129 x 27 322.56 tons	100%	100%	\$ 5,783	Street Department
Corinthians Catering Alley Overlay	250 x 5 39.03 tons	100%	100%		Street Department
Rick Brown Funeral Home Alley Overlay	120 x 11.5 33.26 tons	100%	100%		Street Department
Maintenance/Potholes Citywide HMA	107.47 tons	100%	100%	\$ 8,597	Street Department

Collection of Debris There were 199 customers with a collection of debris totaling \$ 5,279.

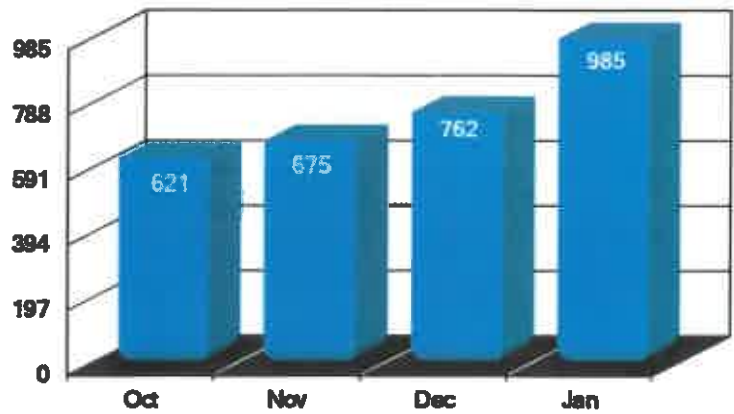


City Pothole Maintenance Street Crews filled a total of 985 potholes.

Pothole Benchmark

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	780	621
Nov	710	675
Dec	820	762
Jan	780	985
Total	3,090	3,043

2022-23 Pothole Count

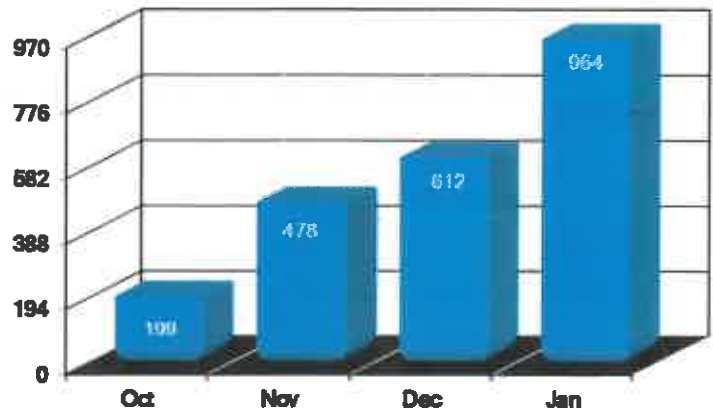


City Street Miles Swept Mr. Felipe Torres and Mr. Ruben Gutierrez, Sweeper Operators, cleaned 964 miles of curbside.

Street Sweeper Miles

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	425	199
Nov	463	478
Dec	494	612
Jan	438	964
Totals	1,820	2,253

2022-23 Street Miles Swept

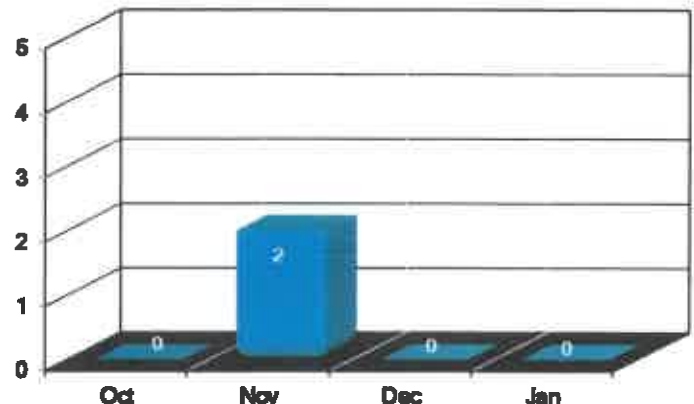


Lot Maintenance / Demolished Home There were no properties demolished.

Lot Maintenance/ Demolished Home

Month	Y-T-D 21-22	Y-T-D 22-23
Oct	0	0
Nov	0	2
Dec	0	0
Jan	0	0
Totals	0	2

2022-23 Lot Maintenance / Demolished Home



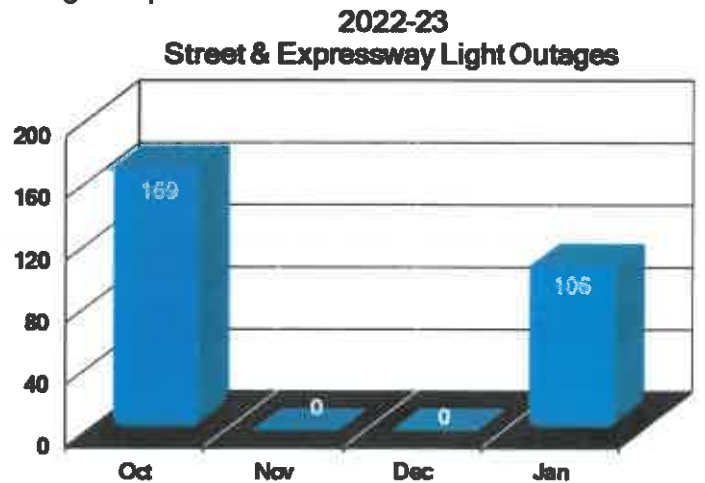
Sign Shop Output Measures Crews installed 68 signs and 58 poles (cemented), 50 clamps, 20 tees and cross pieces.

Month	Sign Installations		22-23 Posts
	Y-T-D 21-22	Y-T-D 22-23	
Oct	55	67	37
Nov	40	32	34
Dec	50	71	31
Jan	45	68	58
Totals	190	238	160



Street Light Maintenance There were 106 Street Light inspections this month.

Month	Street Lights	
	Y-T-D 21-22	Y-T-D 22-23
Oct	285	169
Nov	20	0
Dec	30	0
Jan	295	106
Totals	630	275



Traffic Signal Light Maintenance Staff assisted with preparations during and after the Citrus Parade. Also, replaced 2 amber lamps on 83 and Highland.

Month	School Zone			Traffic Signals Light Changes							
	Light Bulb Replacement	Re-set Controller	School Maint	Green	Red	Amber	Walk / Don't Walk	Trouble shoot Controller	Reg Maint	Misc	Total
Oct	1	1	1	1	0	0	0	0	24	15	43
Nov	0	0	4	0	1	0	4	0	17	19	45
Dec	1	15	17	3	3	4	6	3	0	20	72
Jan	0	3	4	3	1	4	8	5	23	46	97
YTD 22-23	2	19	26	7	5	8	18	8	64	100	257
FY 21-22	17	10	64	14	17	13	30	46	285	386	882

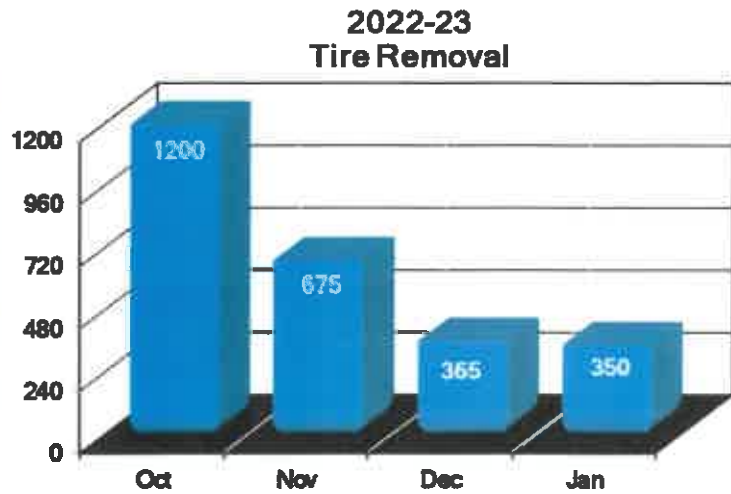
Storm Drainage

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

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

Tire Removal There were 350 tires removed from the City this month.

Tire Collection		
Month	Y-T-D 21-22	Y-T-D 22-23
Oct	1,000	1,200
Nov	1,150	675
Dec	425	365
Jan	375	350
Totals	2,950	2,590



Fleet Department

2022-23 Maintenance & Cost Summary

Charge Code	Work Orders	Preventive Maintenance	Cost \$
Oil Changes / PM	55	55	\$ 33,000
Repairs	21	0	\$ 26,800
Totals	76	55	\$ 59,800
Y-T-D 22-23	273	215	\$ 158,400
F-Y 21-22	805	574	\$ 475,380

2022-23 Fleet Work Order Benchmark



Administration

Request for Service Calls

Service Type	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
Caliche/Concrete/HMA	2	1	1	0	4	14
Flush Hydrant Maintenance	110	61	0	0	171	305
Graffiti	0	0	0	0	0	2
Grass Trim easement	15	6	6	4	31	171
Grease Trap	0	0	0	0	0	8
Lights Out Maintenance	212	45	72	203	532	2,087
Mosquito spray	0	0	0	0	0	5
Potholes	114	121	105	49	389	1,427
Ramp Sidewalk	0	0	0	0	0	1
Sewer locates stub-out	0	0	0	0	0	0
Signs/Paint job	3	4	5	4	16	71
Special -Septic tank	0	0	0	0	0	0
Special-Odor smell	26	19	35	32	112	289
Special-Street alley	15	15	2	11	43	155
Storm drain	5	11	9	6	31	76
Sweeper	13	10	20	12	55	128
Tire pick-up	41	1	1	0	43	66
Tree Limbs/Trim	15	7	4	11	37	179
Water break/Line locates	672	468	538	670	2,348	5,339
Total	1,243	769	798	1,002	3,812	10,323

January 2023 Request for Service Calls



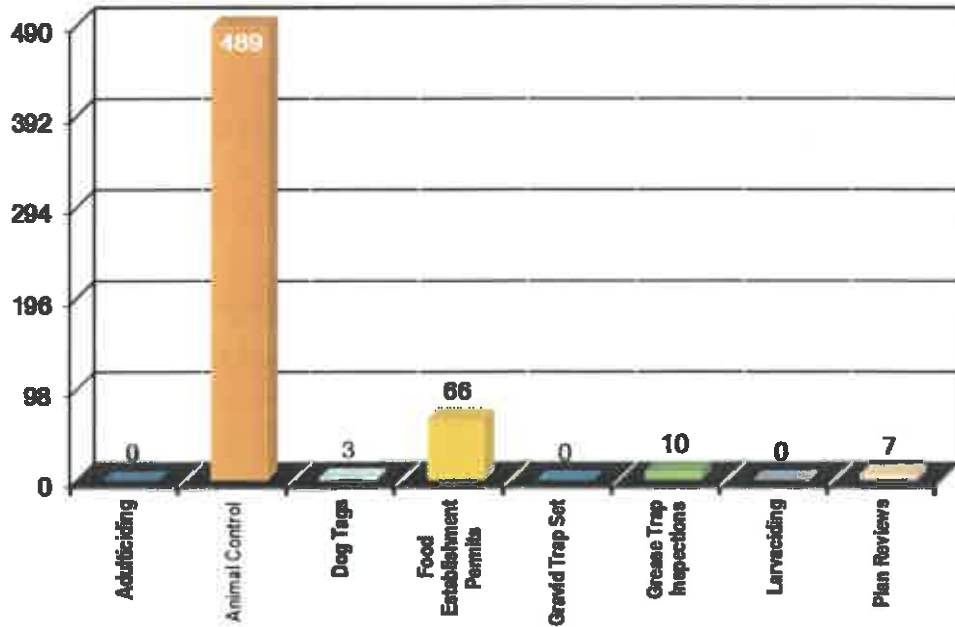
Health Department

Health Department Benchmark Summary

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

Service Type	Oct	Nov	Dec	Jan	Y-T-D 22-23	F-Y 21-22
Adulticiding	0	0	0	0	0	4
Animal Control	585	394	419	489	1,887	5,888
Dog Tags	8	16	3	3	30	89
Food Est. Permits	64	42	54	66	226	722
Gravid Trap Set	0	0	0	0	0	3
Grease Trap Inspections	2	2	2	10	16	16
Larvaciding	0	0	0	0	0	8
Plan Reviews	8	8	6	7	29	102
Total	667	462	484	575	2,188	6,832

**January 2023
Health Department Service Requests**

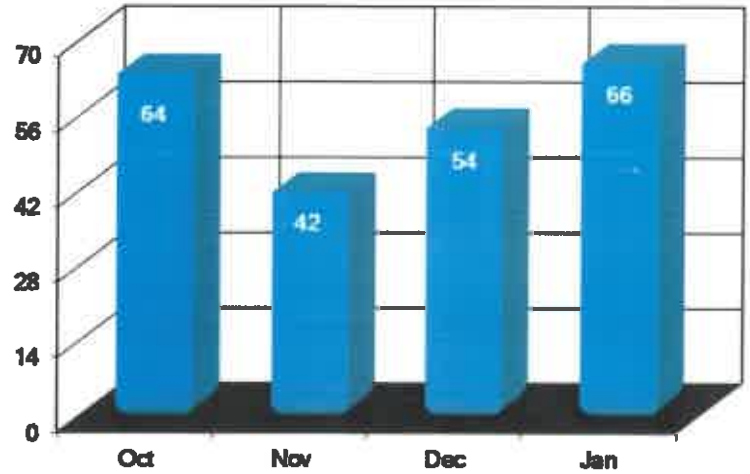


Health Permits

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

Food Establishment Permits		
Month	Y-T-D 21-22	Y-T-D 22-23
Oct	53	64
Nov	33	42
Dec	20	54
Jan	73	66
Totals	179	226

2022-23
Health Permits

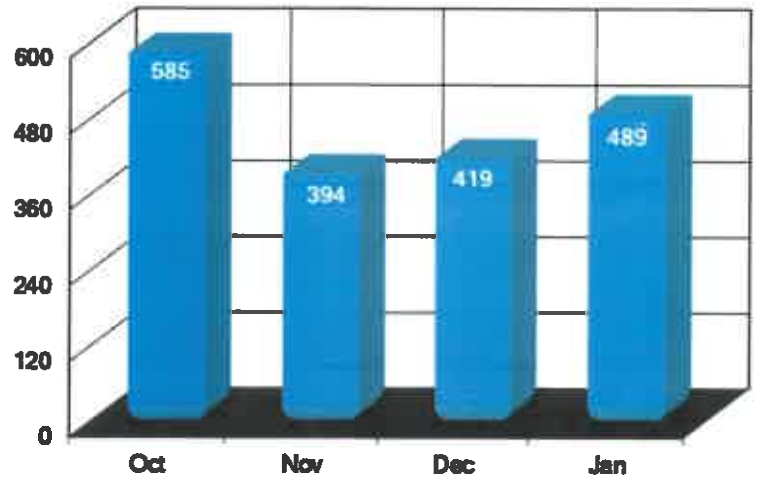


Animal Control Service Calls

Citizens called (489 calls) regarding Animal Control concerns.

Animal Control Service		
Month	Y-T-D 21-22	Y-T-D 22-23
Oct	479	585
Nov	501	394
Dec	511	419
Jan	546	489
Totals	2,037	1,887

2022-23
Animal Control Service Calls



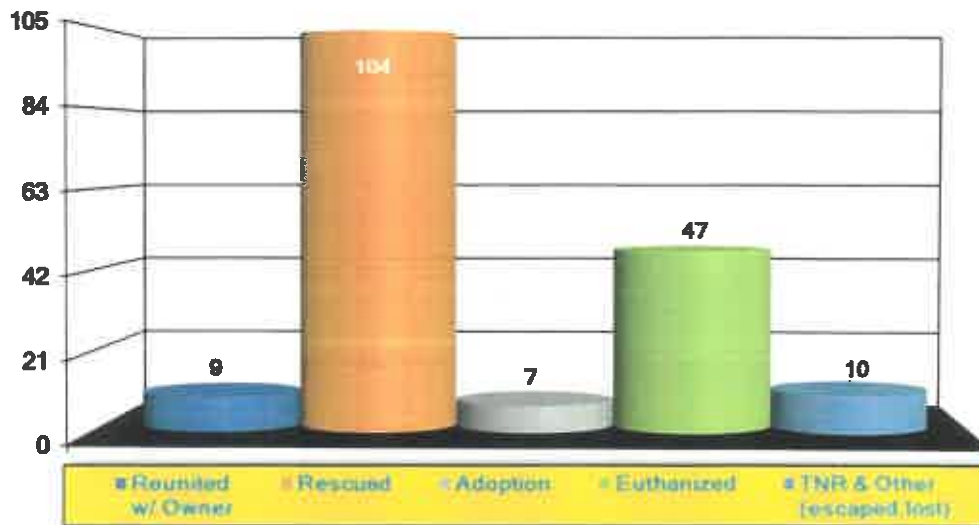
Health Department - Animal Shelter

Below please find the January 2023 Animal Shelter information.

2022-23 Animal Shelter

Month	Reunited w/ Owner	Rescued	Adoption	Euthanized	TNR & Other (escaped, lost)
Oct	13	82	12	28	11
Nov	9	18	38	43	22
Dec	12	51	14	28	24
Jan	9	104	7	47	10
YTD 22-23	43	255	71	146	67
FY 21-22	212	1,378	90	501	276

January 2023 - Animal Shelter

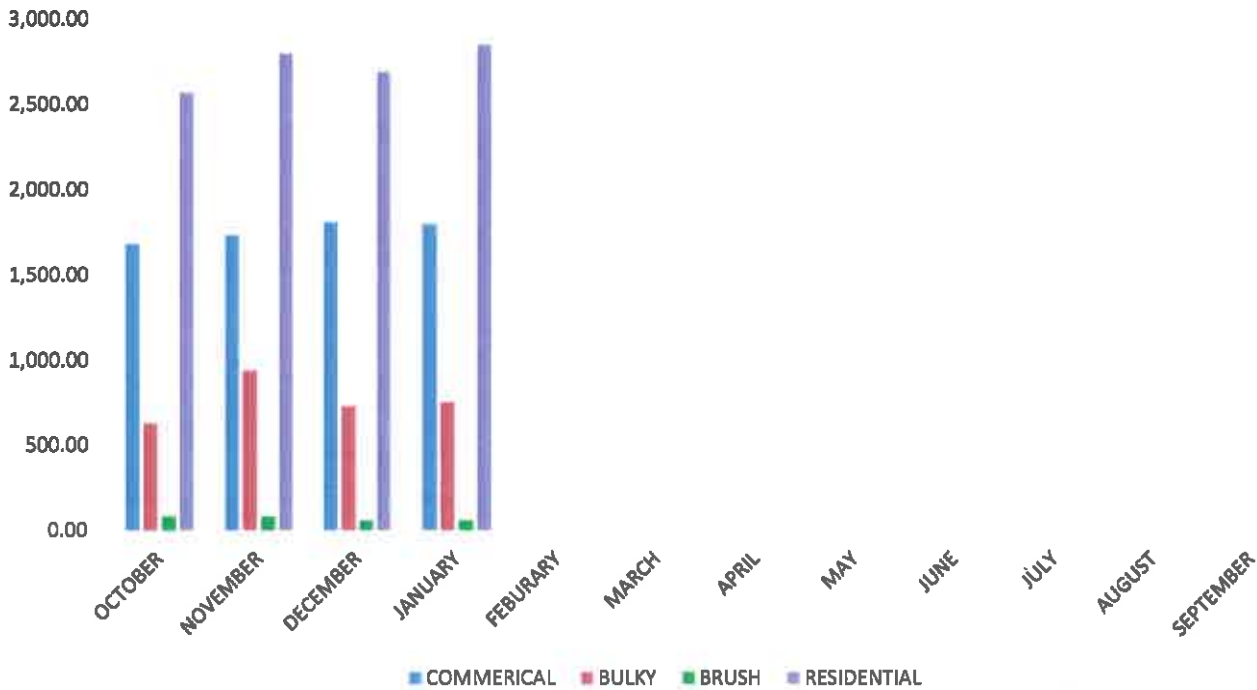


SANITATION DEPARTMENT

For the month of January 2023, the City of Mission Sanitation Department disposed & combined **5473.86** tons of trash/bulky items. In addition, 4928.00 cubic yards of brush was collected at our sanitation landfill.

Month	TONS	CUBIC YARDS	TONS	TONS	TONS
	RESIDENTIAL	BRUSH	BULKY	COMMERICAL	BRUSH
OCTOBER	2,574.99	6,552.00	636.00	1,688.36	88.452
NOVEMBER	2,804.30	6440.00	944.89	1740.00	86.94
DECEMBER	2,694.88	4648.00	735.00	1815.41	62.748
JANUARY	2,853.87	4928.00	758.30	1802.34	66.528
FEBURARY					0
MARCH					0
APRIL					0
MAY					0
JUNE					0
JULY					0
AUGUST					0
SEPTEMBER					0
Total					

2022 - 2023 SANITATION PICK UP (TONS)



MISSION HISTORICAL MUSEUM

Departmental Report January 2023

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



PERFORMANCE INDICATORS:

FY 2022-2023				
Performance Indicators	October	November	December	January
General Attendance	62	20	65	72
Programs	1,000	0	123	40
Tours	0	5	0	0
Social Media	3,789	3289	9,179	3,783
Outreach	0	60	20	0
Meetings Hosted	0	0	0	0
Total:	4,851	3,374	9,387	3,895

of people served (January 1– January 30)

Public and Educational Programs/Events

Past Programs/Events:

Dec 8th Museum 20th Anniversary
 Dec 10th MHM Lecture Series
 Jan 13th MHM Lecture Series

Upcoming Programs/Events:

Feb 2nd Turning of the Quilt
 Feb 11th MHM Lecture Series
 Feb 24th Grapefruit Classic Golf Tournament

Other Items:

Ongoing History of Mission Loteria Game
 Ongoing Mission: Timeline (completed)
 Dec Humanities Texas Relief Grant (in production)
 Jan Quilt Show Exhibit
 Feb 17th Career Day

Mission Police Department



Monthly Report
January 2023



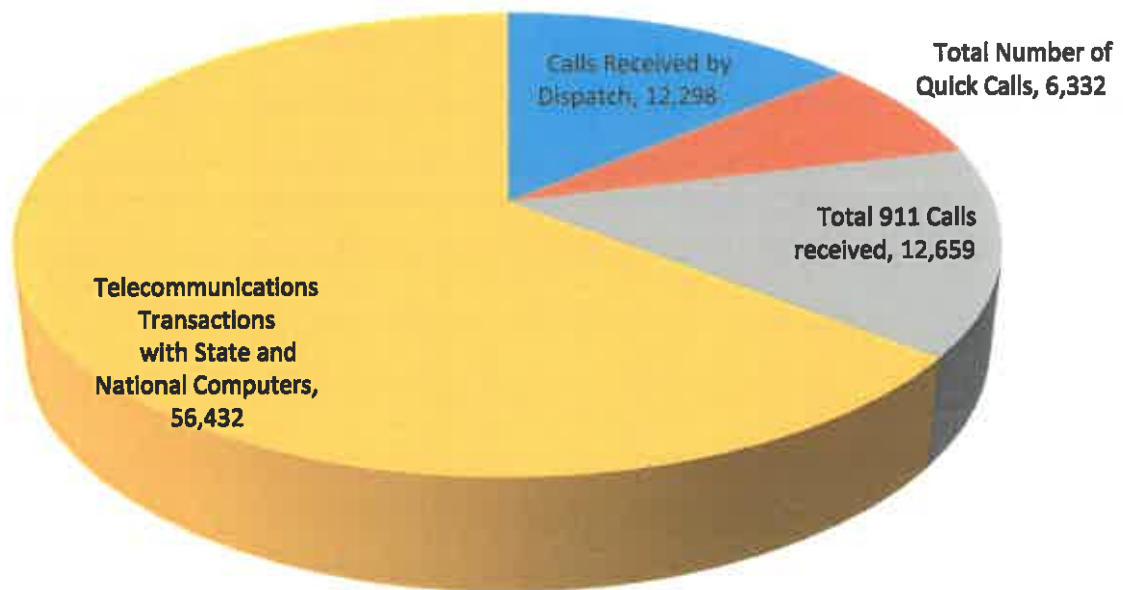
Mission Police Department

Monthly Report for January 2023



Communications Division

	Jan 23	FY 22-23 YTD
Calls Received by Dispatch	2,983	12,298
Total Number of Quick Calls	1,753	6,332
Total 911 Calls received	3,451	12,659
Telecommunications Transactions with State and National Computers	15,559	56,432





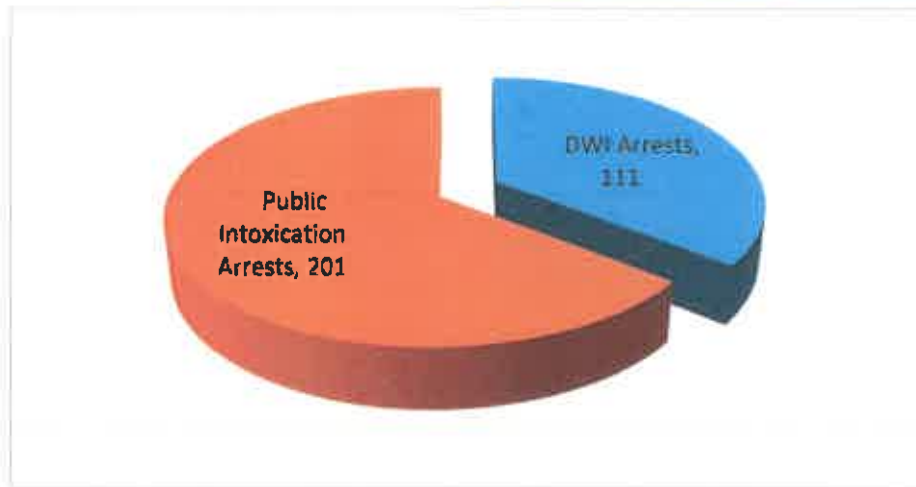
Mission Police Department Monthly Report for January 2023



Patrol Division

DWI Arrests
Public Intoxication Arrests

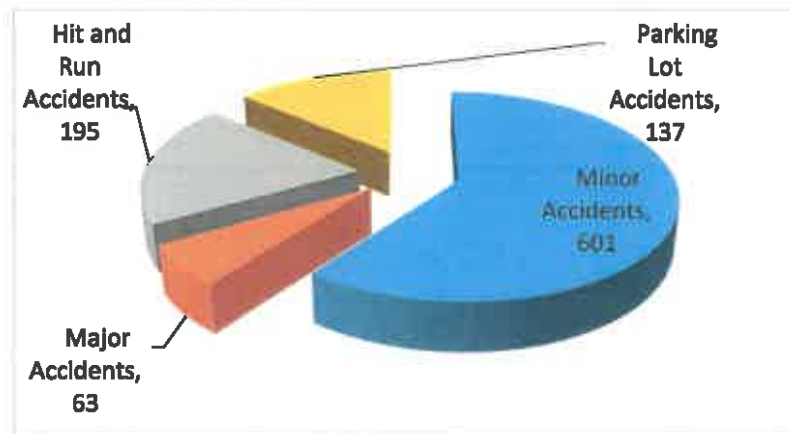
<u>Jan 23</u>	<u>FY 22-23 YTD</u>
33	111
59	201



Traffic Division

Minor Accidents
Major Accidents
Hit and Run Accidents
Parking Lot Accidents

<u>Jan 23</u>	<u>FY 22-23 YTD</u>
123	601
15	63
50	195
29	137





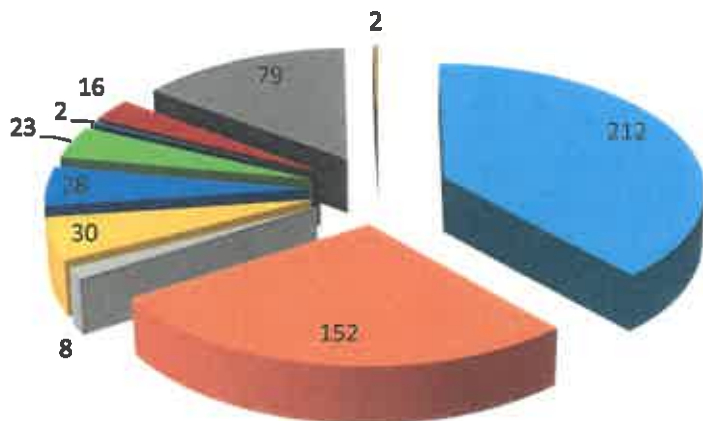
Criminal Investigations Criminal Case Submissions



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

	Jan 23	FY 22-23 YTD
Adult Misdemeanor Cases Submitted to DA's Office	75	212
Adult Felony Cases Submitted to DA's Office	49	152
Adult Cases Submitted to Mission Municipal Court	3	8
Adult Misdemeanor Arrests	4	30
Adult Felony Arrest	9	28
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	3	23
Juvenile Felony Cases Submitted to Juvenile Probation Department	1	2
Juvenile Cases Submitted to Mission Municipal Court	4	16
Juvenile Misdemeanor Arrests	3	79
Juvenile Felony Arrests	1	2

Jan 23



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



Mission Police Department

Monthly Report for January 2023

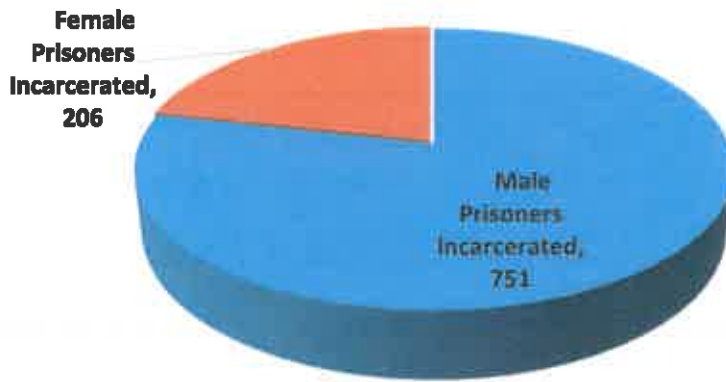


Jail Division

Adults

Male Prisoners Incarcerated
 Female Prisoners Incarcerated
Total

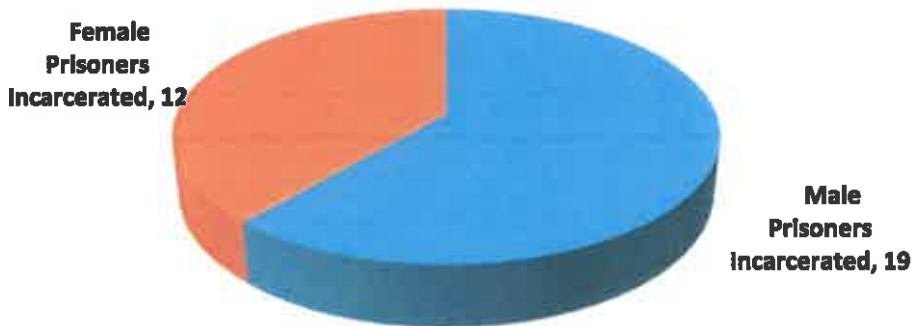
	Jan 23	FY 22-23 YTD
Male Prisoners Incarcerated	200	751
Female Prisoners Incarcerated	56	206
Total	256	957



Juveniles

Male Prisoners Incarcerated
 Female Prisoners Incarcerated
Total

	Jan 23	FY 22-23 YTD
Male Prisoners Incarcerated	4	19
Female Prisoners Incarcerated	3	12
Total	7	31





Narcotics Division -DEA

	Jan 23	FY 22-23 YTD
Seizures		
Marihuana (lbs)	25.57	370.03
(Street Value -\$506.00 per pound)	\$12,939.43	\$187,236.19
Cocaine (kilos)	178.55	261.96
(Street Value -\$21,000.00 per Kilo)	\$3,749,550.00	\$5,501,160.00
Vicodin	0	0.00
(Street Value -\$3.00 per pill)	\$0.00	\$0.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	0.181	0.18
(Street Value -\$11,925.00 per Kilo)	\$2,158.43	\$2,158.43
Currency Seizures:	\$430,690.00	\$460,810.00
Vehicle Seizures:	4	6
Arrest:	1	8

Narcotics Division -Immigration & Customs Enforcement

	Jan 23	FY 22-23 YTD
Seizures		
Marihuana (lbs)	0	0.00
(Street Value -\$506.00 per pound)	\$0.00	\$0.00
Cocaine (kilos)	79.51	226.01
(Street Value -\$21,000.00 per Kilo)	\$1,669,710.00	\$4,746,210.00
Heroin (kilos)	0	0.00
(Street Value -\$17,680.00 per Kilo)	\$0.00	\$0.00
Methamphetamine (kilos)	0	1374.00
(Street Value -\$11,925.00 per Kilo)	\$0.00	\$16,384,950.00
Currency Seizures:	\$554,425.00	\$1,199,545.00
Vehicle Seizures:	4	4
Arrest:	8	17



Mission Police and Criminal Investigations

Narcotics

	<u>Jan 23</u>	<u>FY 22-23 YTD</u>
Marihuana (pounds)	0.32	1.03
(Street Value -\$506.00 per pound)	\$163.44	\$521.69
Cocaine (kilos)	0.0154	0.05
(Street Value -\$21,000.00 per Kilo)	\$323.40	\$1,108.80
Currency	\$6,370.00	\$6,402.13

U.S. Marshal Task Force

	<u>Jan 23</u>	<u>FY 22-23 YTD</u>
Fugitive Apprehension	120	360
Mission CIB Warrants	2	13



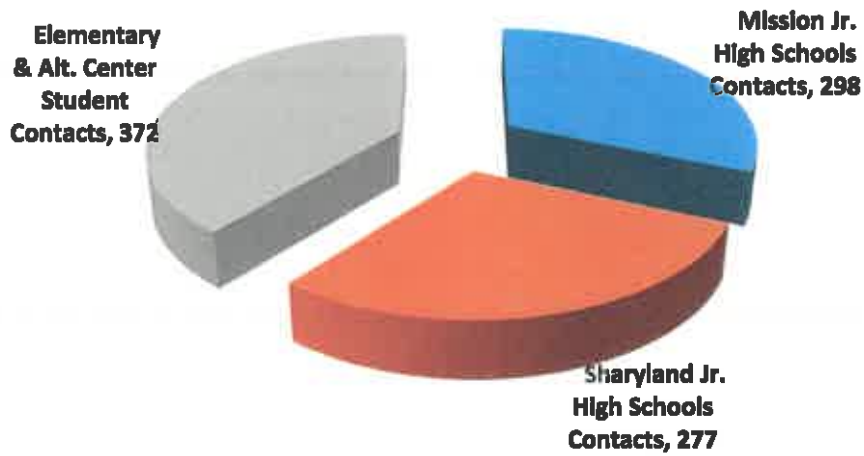
Mission Police Department

Monthly Report for January 2023



Educational Resource Officer Program

	Jan 23	FY 22-23 YTD
Mission Jr. High Schools Contacts	82	298
Sharyland Jr. High Schools Contacts	76	277
Elementary & Alt. Center Student Contacts	61	372



	Jan 23	FY 22-23 YTD
Mission High Schools	141	629
Sharyland High Schools	127	536

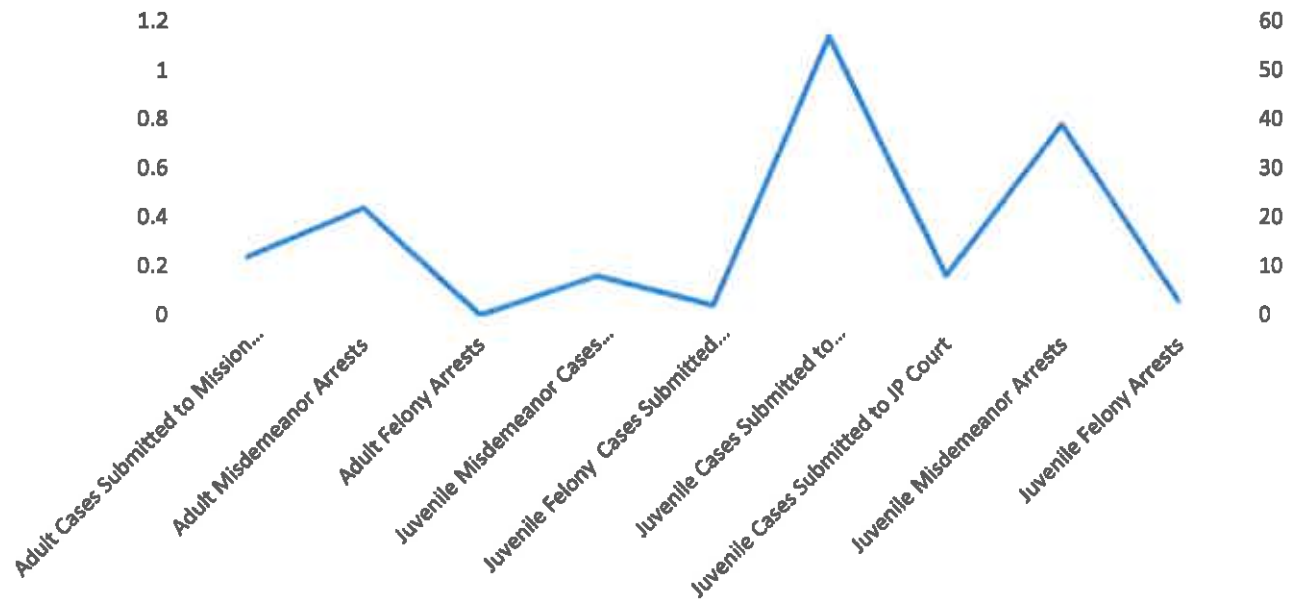


Adult & Juvenile Cases Submitted by Police Officers Assigned to Mission & Sharyland Schools



	Jan 23	FY 22-23 YTD
Adult Cases Submitted to Mission Municipal Court	1	12
Adult Misdemeanor Arrests	6	22
Adult Felony Arrests	0	0
Juvenile Misdemeanor Cases Submitted to Juvenile Probation Department	0	8
Juvenile Felony Cases Submitted to Juvenile Probation Department	1	2
Juvenile Cases Submitted to Mission Municipal Court	7	57
Juvenile Cases Submitted to JP Court	1	8
Juvenile Misdemeanor Arrests	5	39
Juvenile Felony Arrests	0	3

Adult & Juvenile Cases Submitted by Police Officers





Mission Police Department

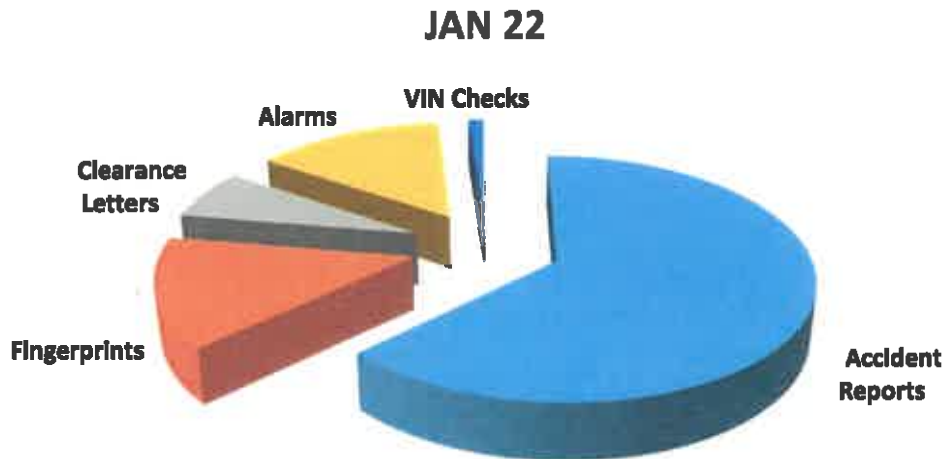
Monthly Report for January 2023



Records Division

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

	<u>Jan 22</u>	<u>FY 22-23 YTD</u>
Accident Reports	140	364
Fingerprints	34	85
Clearance Letters	13	40
Alarms	78	82
VIN Checks	3	7
TOTAL	268	578





BOYS & GIRLS CLUB

OF MISSION

Departmental Report January 2023

- **Programs**
 - BGCM has implemented Girls In Power program which promotes independence and educational growth among our female members age 8 to 16
 - BGCM has instituted TXSYN program which follows members progress through various programs such as Smart Moves and Healthy Habits
- **Athletics**
 - BGCM began basketball season which will be serving a record 620 participants and 62 teams
 - BGCM begins baseball registration in February.
 - BGCM will begin Sharyland ISD flag football and volleyball leagues in February. Each league will consist of 8 teams representing all Sharyland elementaries.
- **General**
 - BGCM partnered with four other local Boys & Girls Clubs and have been earmarked for an allocation of up to \$2 million from the federal government for program improvements to be distributed evenly among participating clubs. Award letter from federal government is expected to be issued in the first quarter of 2023.
 - BGCM Media Department will incorporate podcasting, news telecasts, video production, and other media related activities to members 9 to 17
 1. Members will develop club related programming as well as cover different club and community events.
 2. As the department grows, members will be doing featurettes on club alumni and how the club has affected them. Series will be named, "My Club, My Future"
 - BGCM went live with MyClubHub and website (BGCMMISSION.NET).
 1. Parents will have access to online registration for all programs
 - a. Bgcm is producing a tutorial video that will allow parents to create user profiles that will give them access to real time updates on their childrens participation
 - BGCM was name and Advocate For Youth by BGCA. This puts our club at the top 10% of all Boys & Girls Clubs of America
 - BGCM continues program development and building upgrades that will only benefit our youth

MEMORANDUM

TO: RANDY PEREZ, CITY MANAGER
FROM: SUSANA DE LUNA, PLANNING DIRECTOR
DATE: FEBRUARY 3, 2023
SUBJ: MONTHLY REPORT JANUARY 2023

ACTIVITY REPORT FOR THE PLANNING DIVISION IS PROVIDED FOR THE PREVIOUS MONTH.

JANUARY 2023

REZONINGS:	0
CONDITIONAL USE PERMIT:	5
HOMESTEAD APPROVALS:	0
SUBDIVISIONS:	2
SINGLE LOT VARIANCES:	0
VARIANCES (ZBA):	8
SITE PLAN APPROVALS:	0
OTHER P&Z REQUESTS:	4

CODE ENFORCEMENT
MONTHLY REPORT
JANUARY 2023

	Notices Sent
COMPLAINTS RECEIVED	77
WEEDY LOT LETTERS	14
PROPERTIES SENT TO MOWER'S LIST	13
PROPERTIES MOWED	13
SIGNS	262
JUNKED VEHICLES / BOATS	23
CONSTRUCTION W/OUT A PERMIT/SETBACKS	12
HEALTH & SANITATION/STAGNANT WATER/OVERGROWN VEG./GARBAGE/ DEAD TREES	36
HOME OCCUPATION/SIGNAGE	6
SIGHT OBSTRUCTION (SIDEWALKS / RIGHT-A-WAY)	0
UNSAFE/UNSECURED BLDG	2
DOUBLE OCCUPANCY/HOOKED UP RV	5
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI TRUCKS	2
NO BUSINESS LICENSE/CUP REQ'D / NO GARAGE SALE PERMITS	15
STORAGE OF VEHICLES/BOATS/TRAILERS	5
DEMOLITION FOR UNSAFE BUILDINGS	0
POTHoles /PARKING LOT MAINTENANCE/LIGHTING	0
IPMC VIOLATIONS	3
ZONING VIOLATIONS	3
CASES FILED IN COURT	33
CASES SEEN IN COURT	47
CASES CLOSED	118

**Building Permit and Inspections
Activity Report for
The Month of January 2023**

Total # of Building Permits	Building Permit Value	Building Permit Fee	Types of Building Permits
27	\$5,527,745.00	\$11,757.00	New Dwelling
2	\$1,800,000.00	\$29,783.80	Commercial
			Assembly
			Apartments
			Warehouse
			Move Out Houses/Move Within
			Move In Houses
1	\$5,600.00	\$105.00	Move in Mobile Homes
			Schools
5	\$155,900.00	\$1,575.00	Swimming Pools
7	\$11,700.00	\$239.40	Sheds
10	\$184,850.00	\$1,095.75	Signs
9	\$75,920.00	\$473.40	Fence
			Tower
			Gas Tanks Pumps
1		\$55.00	Demolition
			Water Well/Recreation Const.
62	\$7,761,715.00	\$45,084.35	Totals

Additions / Remodeling			
41	\$2,156,741.79	\$6,398.60	Residential Buildings
10	\$3,707,368.00	\$28,212.66	Commercial Buildings
			Apartment Buildings
			Assembly Buildings
			School Buildings
			Awnings/Decks
15	\$58,800.00	\$1,942.16	Carports/Concrete
14	\$49,300.00	\$1,591.45	Porches/Driveways/Sidewalks
			Garages/Canopies
			Hobby Shops
80	\$5,972,209.79	\$38,144.87	Totals

Total Building Permits	142
Total Building Valuation	\$13,733,924.79
Total Building Permit Fees	\$83,229.22

Prepared By: RACHEL ALVAREZ
Date: 2/1/2023

I. Permits Issued

A. Building	
Number	142
Value	\$13,733,924.79
Permit Fees	\$83,229.22

B. Electrical, T-Pole, & T-Clear	
Number	141
Permit Fees	\$16,452.00

C. Mechanical	
Number	47
Value	\$245,195.20
Permit Fees	\$4,231.50

D. Plumbing, Gas & Sprinkler System	
Number	93
Permit Fees	\$8,139.50

TOTALS

Total Permits Issued	423
Total Valuation	\$13,979,119.99
Total Permit Fees	\$112,052.22

II. Number of Inspections Conducted	590
--	-----

III. Other Fees

A. Business License Application	
Number	36
Permit Fees	<u>\$1,800.00</u>
B. Garage Sale Permits	
Number	292
Permit Fees	<u>\$3,225.00</u>
C. Health Cards	
Number	0
Permit Fees	<u>\$0.00</u>
D. Builder Registration	
Number	5
Permit Fees	<u>\$450.00</u>
E. Electrician Registration	
Number	0
Permit Fees	<u>\$0.00</u>
F. Plumbing Registration	
Number	0
Permit Fees	<u>\$0.00</u>
G. Mechanical Registration	
Number	0
Permit Fees	<u>\$0.00</u>
H. House Inspections	
Number	0
Permit Fees	<u>\$0.00</u>
I. Planning & Zoning Applications	
Number	28
Permit Fees	<u>\$7,100.00</u>

City of Mission – Departmental Report



Department Name	Director Name	Date assumed position
Procurement	Peter Geddes	8/30/2021
REPORTING DATE:	January 2022	

Personnel/Staffing:

Type	Budgeted	Expensed	Balance Remaining	Percent Expensed
Part Time	0	0	0	0
Full Time	\$215,099	\$66,487	\$148,611	30.9%

Welcome New Employees: N/A

Financial: This section will provide the Council with an overview of total budgeted, encumbered amounts with balance remaining and a percentage at the end. These are overall departmental numbers.

Salary & Benefits:

Budgeted	Expensed	Balance Remaining	% used
\$287,239	\$86,528	\$200,710	30.1%

Operations & Maintenance:

Budgeted	Expensed	Balance Remaining	% used
\$49,165	\$18,723	\$30,441	38.1%

Capital Outlay:

Budgeted	Expensed	Balance Remaining	% used
\$0	\$0	\$0	0.0%

Highlights:

Overall budget 31.3% used for the FY. On track to meet budget for FY22-23.

City of Mission – Departmental Report

Major Projects:

Project Name/Description	Percent Complete	Total Estimated Budgeted Cost
Vehicle Leases: Receive Round 2 vehicles (received 38 of 39)	97%	\$327k
Vehicle Leases: Receive Round 3 Vehicles; est. for May 2023	0%	\$270k (General Fund)
Paperless: PO's	15%	\$0

Upcoming Events/Projects: 30 Days:

- Scheduled three (3) solicitation openings In February (Lions Park, Portable Restrooms, Fitness Equipment for Fire Dept.)
- Notice to Proceed in January for 6 solicitations:
 - Includes 1 of 7 drainage projects (4 already issued)
- Solicitation for Taylor Road Construction (TxDot) - Notice to Proceed in February 15
- Training for Director and two staff members to be Certified Texas Contract Manager
 - Schedule Training for Crissy, Edgar (February 9-10)
- Utilities Billing Project
 - Update all rates based on new ordinance for all 3 zones
 - Audit Team verified and corrected all accounts (Saturdays in January and February)
 - Billing with new rates to begin in February

60 Days:

- Paperless PO's with InCode
 - Form has been created and pending approval (along with Utilities Billing and Planning)
 - Pending implementation of scanning feature for approvals (18 months)

90 Days:

- Solicitations (ongoing)
- Review and update Purchasing Policy Manual. Initial review scheduled 2/14.

Potential Issues: None to report

Statistics:

- Purchase Orders Processed for JAN 1 – JAN 31.
 - a. JAN 1 – JAN 31, 2023: 353 PO's
 - b. JAN 1 – JAN 31, 2022: 287 PO's

City of Mission – Departmental Report

Solicitations

#	Type	Number	Description	Council Approval Solicit.	Post Solicitation	Bid Opening	Council Approval to Award	Award and Contract	Notice to Proceed
48	RFB	22-501	Drainage-Glasscock	8/21/2022	3/29/2023	8/29/2022	9/13/2022	10/17/2022	6/29/2023
39	RFB	22-422	Taylor Road - Construction	8/21/2022	8/26/2022	9/27/2022	10/24/2022	11/29/2022	2/14/2023
38	RFB	22-001	Filter Media	8/22/2022	9/23/2022	10/14/2022	11/24/2022	12/19/2022	2/15/2023
40	RFB	22-911	Manhole Rehabilitation	2/28/2022	3/29/2022	4/11/2022	4/25/2022	4/29/2022	2/19/2023
46	RFB	22-008	Sludge Management	9/26/2022	10/19/2022	10/26/2022	1/23/2023	2/17/2023	3/3/2023
50	RFP	22-193	City Hall Roof Replacement	10/10/2022	12/27/2022	12/27/2022	1/19/2023	2/17/2023	3/2/2023
59	RFB	22-171	Waterline Supplies	12/17/2022	1/22/2023	1/18/2023	2/23/2023	2/16/2023	3/2/2023
91	RFP	22-218	Lions Park Construction	09/24/2022	1/25/2023	2/28/2023	3/11/2023	3/17/2023	3/29/2023
52	RFB	22-245	Fitness Insulment (Fire)	12/13/2022	2/10/2023	2/24/2023	3/13/2023	3/26/2023	3/30/2023
54	RFB	22-255	Portable Restrooms (Parks)	1/26/2023	2/16/2023	2/24/2023	3/13/2023	3/16/2023	3/30/2023
55	RFB	22-	ROW Mowing	2/13/2023	2/27/2023	3/13/2023	3/27/2023	3/30/2023	4/19/2023
59	RFP	22-256	Delinquent Tax Collector	1/22/2023	2/13/2023	3/6/2023	3/27/2023	3/30/2023	4/7/2023
38	RFB	22-	Bryn Road	8/8/2022	1/27/2023	3/14/2023	3/27/2023	3/30/2023	4/13/2023
98	RFB	22-	Drainage Elm	8/8/2022	3/2/2023	3/23/2023	4/10/2023	4/13/2023	4/27/2023
45	RFB	22-	Parks Restrooms	8/23/2022	2/26/2023	3/21/2023	4/10/2023	4/24/2023	4/26/2023
51	RFP	22-	Parks Roof Replacement	8/15/2022	3/19/2023	4/9/2023	4/24/2023	4/27/2023	5/11/2023
98	RFB	22-	Drainage Leandro	8/8/2022					
98	RFB	22-	Holland Road	8/8/2022					

- 65 Bid Numbers Assigned for January 1 - January 31, 2022

Department	Count of Bids
Police	13
Fleet	13
Sanitation	10
IT	5
MEC	4
Facilities	4
Executive	4
Parks and Recreation	4
Water Treatment Plant	2
Wastewater Treatment	1
Utility	1
Public Works	1
Water Distribution	1
Meter Readers	1
Planning	1
Grand Total	65

- Conducted one (1) pre-bid meeting, two (2) bid openings
- Held seven (7) vendor meetings and processed sixty-two (62) new vendor applications. Total vendors on ProcureWare 3,900.

MISSION FIRE DEPARTMENT

MONTHLY REPORTS

January 2023



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

Mission Fire Department

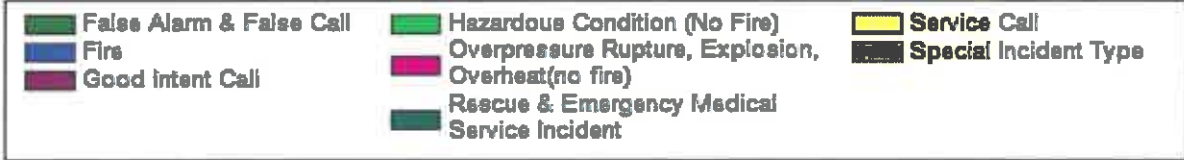


Mission, TX

Report was generated on 2/16/2023 11:19:06 AM

Major Incident Types by Month for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023



INCIDENT TYPE	JAN	TOTAL
False Alarm & False Call	22	22
Fires	16	16
Good Intent Call	30	30
Hazardous Condition (No Fire)	12	12
Overpressure Rupture, Explosion, Overheat(no fire)	2	2
Rescue & Emergency Medical Service Incident	219	219
Service Call	47	47
Special Incident Type	2	2
Total	350	350

Mission Fire Department

Mission, TX

This report was generated on 2/16/2023 11:24:33 AM



Incident Type Count per Station for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - CENTRAL	
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	1
142 - Brush or brush-and-grass mixture fire	1
173 - Cultivated trees or nursery stock fire	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	41
322 - Motor vehicle accident with injuries	5
324 - Motor vehicle accident with no injuries.	3
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
500 - Service Call, other	2
511 - Lock-out	2
551 - Assist police or other governmental agency	2
552 - Police matter	1
554 - Assist invalid	7
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	2
641 - Vicinity alarm (incident in other location)	1
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	3
746 - Carbon monoxide detector activation, no CO	1

Incidents for 1 - Central: 80

Station: 2 - STATION 2	
111 - Building fire	1
131 - Passenger vehicle fire	1
151 - Outside rubbish, trash or waste fire	1
251 - Excessive heat, scorch burns with no ignition	1
311 - Medical assist, assist EMS crew	4
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	48
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	2
423 - Refrigeration leak	1

ity REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
500 - Service Call, other	1
542 - Animal rescue	1
554 - Asslet invalld	17
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	2
621 - Wrong location	1
622 - No incident found on arrival at dispatch address	2
650 - Steam, other gas mistaken for smoke, other	1
651 - Smoke scare, odor of smoke	2
700 - False alarm or false call, other	1
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2
900 - Special type of incident, other	1
# Incidents for 2 - Station 2:	102

Station: 3 - STATION 3	
113 - Cooking fire, confined to container	1
151 - Outside rubbish, trash or waste fire	1
311 - Medical assist, assist EMS crew	2
320 - Emergency medical service, other	7
321 - EMS call, excluding vehicle accident with injury	34
322 - Motor vehicle accident with injuries	5
324 - Motor vehicle accident with no injuries.	1
412 - Gas leak (natural gas or LPG)	1
445 - Arcing, shorted electrical equipment	1
510 - Person in distress, other	1
520 - Water problem, other	1
554 - Asslet invalld	1
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	1
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	2
911 - Citizen complaint	1
# Incidents for 3 - Station 3:	64

Station: 4 - STATION 4	
111 - Building fire	2
118 - Trash or rubbish fire, contained	1
142 - Brush or brush-and-grass mixture fire	1
151 - Outside rubbish, trash or waste fire	1
200 - Overpressure rupture, explosion, overheat other	1
311 - Medical assist, assist EMS crew	5

only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	23
322 - Motor vehicle accident with injuries	4
324 - Motor vehicle accident with no injuries.	4
331 - Lock-In (If lock out , use 511)	1
444 - Power line down	1
510 - Person in distress, other	1
511 - Lock-out	1
542 - Animal rescue	1
554 - Assist Invalid	2
611 - Dispatched & cancelled en route	4
622 - No incident found on arrival at dispatch address	5
743 - Smoke detector activation, no fire - unintentional	1
746 - Carbon monoxide detector activation, no CO	1
# Incidents for 4 - Station 4:	63

Station: 5 - STATION 5	
140 - Natural vegetation fire, other	1
151 - Outside rubbish, trash or waste fire	1
321 - EMS call, excluding vehicle accident with injury	17
322 - Motor vehicle accident with injuries	3
445 - Arcing, shorted electrical equipment	2
500 - Service Call, other	1
551 - Assist police or other governmental agency	2
553 - Public service	1
554 - Assist Invalid	1
611 - Dispatched & cancelled en route.	2
622 - No incident found on arrival at dispatch address	2
715 - Local alarm system, malicious false alarm	2
730 - System malfunction, other	1
735 - Alarm system sounded due to malfunction	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	1
# Incidents for 5 - Station 5:	41

ily REVIEWED Incidents Included.

Mission Fire Department

Mission, TX

This report was generated on 2/16/2023 11:25:01 AM



Incident Count per Primary Action Taken for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023

ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	5	1.43%
10 - Fire control or extinguishment, other	8	2.29%
11 - Extinguishment by fire service personnel	4	1.14%
21 - Search	1	0.29%
22 - Rescue, remove from harm	2	0.57%
23 - Extricate, disentangle	2	0.57%
24 - Recover body	1	0.29%
30 - Emergency medical services, other	25	7.14%
31 - Provide first aid & check for injuries	126	36.00%
32 - Provide basic life support (BLS)	16	4.57%
33 - Provide advanced life support (ALS)	1	0.29%
52 - Forcible entry	1	0.29%
55 - Establish safe area	4	1.14%
60 - Systems and services, other	1	0.29%
63 - Restore fire alarm system	2	0.57%
64 - Shut down system	2	0.57%
65 - Secure property	1	0.29%
70 - Assistance, other	14	4.00%
71 - Assist physically disabled	23	6.57%
72 - Assist animal	1	0.29%
73 - Provide manpower	10	2.86%
75 - Provide equipment	1	0.29%
80 - Information, investigation & enforcement, other	17	4.86%
81 - Incident command	16	4.57%
84 - Refer to proper authority	1	0.29%
86 - Investigate	47	13.43%
87 - Investigate fire out on arrival	3	0.86%
92 - Standby	2	0.57%
93 - Cancelled en route	13	3.71%
TOTAL:	350	

Calculates the number of incidents for the PRIMARY ACTION TAKEN valued provided on Basic Info 5 of an incident. For summation of ALL ACTIONS TAKEN, click SEARCH from the main Reports module page, and enter DocID 868. Only REVIEWED incidents included.



Mission Fire Department

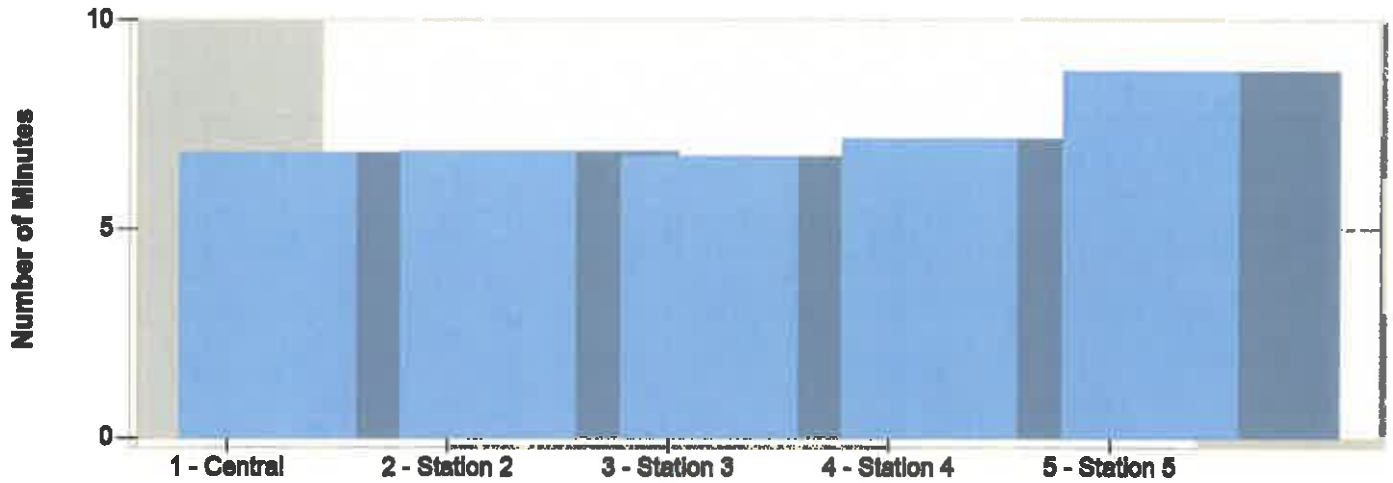
Mission, TX

This report was generated on 2/16/2023 11:25:24 AM



Average Response Time per Station for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023



STATION	AVERAGE RESPONSE MM:SS (Dispatch to Arrived)
1 - Central	6:50
2 - Station 2	6:52
3 - Station 3	6:45
4 - Station 4	7:10
5 - Station 5	8:47

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





Mission Fire Department

Training Division

Monthly Report for January 2023

To: Interim Chief Douglas Williams

From: Captain, Richard A. Cruz

Re: Training Division Report for January 2023

The training topics for the month were Burn Emergencies II: Burn Case Studies for the EMS portion, and Ropes, Knots, and Hitches for the Fire portion. Each topic counts for 2 hours of continuing education hours for the yearly total. The trainings were posted on our new online Training software and each personnel completed the trainings on their assigned shift days.

EMS training has been our top priority this month. We have been training around the clock to keep our skills sharp. We have been utilizing our newly purchased training equipment to be able to perform hands-on skills and train. The Training Division has also been ordering new medical supplies and training equipment for our new EMS program. As the supplies and equipment have been coming in, we are organizing them for future usage.

This month, five of our staff members who are already Emergency Medical Technicians at the Basic level, completed a six-month Paramedic course that is being held in Mercedes, TX. These students were attending class for 8 to 12 hours each day, Monday through Friday each week for the duration of the program. The course includes classroom instruction, hands-on skills, hospital rotations, and ambulance ride-outs. Students have completed the course and are now eligible to test out with the National Registry of EMTs. In turn, they will be able to fill in the role of "lead" medic on our ambulance unit. This is to maintain the level of Mobile Intensive Care Unit status and provide the best care possible to the citizens of Mission.

We did have several EMS in-service classes as well. A crew from Air Methods came in and gave our Paramedics, EMT's and all shift personnel a course on Multi-Systems Trauma. The Course included classroom instruction with several hands-on scenarios. The Training Division also administered a required TDSHS course for 7 of our new hires and a "Pit Crew" CPR course.

This month the Training Division hosted a Stop the Bleed course for the entire Sharyland School District Nursing staff. There were about 30 nurses in attendance. The goal of this course was to refresh their skills and have them go back and teach at their respective schools. The training division also assisted Nursing Staff from South Texas Health Systems teach a Stop the Bleed course to Sharyland ISD Hosa students at the end of the month. There were about 40 students in attendance.

We hosted the Regional Fire Academy and administered their quarter exam. Cadets also were administered their quarter physical fitness assessment as well.

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

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

Training Hours Total for January 2023:

Fire: 410 hours
Classroom/Online: 38 hours
Hands-On/Skills: 372 hours *Drone: 0 hours*
EMS: 340 hours
Special Ops: 0 hours
Haz-Mat: 0 hours

Respectfully,

Richard A. Cruz
Captain - Training Division

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

MISSION FIRE DEPARTMENT

Emergency Ambulance Report

January 2023



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



Previous Month v Jan 1, 2023 - Jan 31, 2023 v

	Courses		% Rows		% Columns		% All							Total
Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
Abdominal Pain			3	2		1								6
Acute abdomen			1											1
Acute Respiratory Distress (Dyspnea)		2	1	2	1									6
Alcohol use			1											1
Allergic Reaction		1					1							2
Altered Mental Status		1					2							3
Anxiety reaction/Emot... upset		1		1										2
Back Pain		2	1	2	1									6
Cardiac arrest				1	1									2
Cardiac arrhythmia/dy..				1	2									3
Chest Pain / Discomfort		3		2	1	2								8
Chest Pain, Other (Non-Cardiac)				2										2
Common Cold			1											1
Convulsions			1	1	1									3
Diabetic Hyperglycemia		2	1											3
Diabetic Hypoglycemia				1										1
Dizziness			1											1
Extremity Pain			1											1
Febrile Seizures						1								1
Fever				2	2									4
GastroIntestn.. hemorrhage						1								1
Generalized Weakness	1	2	3	4	4	2								16
Headache		1	1	1										3
Hemorrhage				1	1									2
Hypertension		1	1											2

Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
Hypotension				1										1
Injury	1	2	7	9	7	1								27
Metabolic disorder					1									1
Nausea			1											1
No Complaints of Injury/Illness Noted		1	1	2	2	1								7
Obvious Death				1										1
Palpitations					1									1
Pelvic and Perineal Pain	1													1
Respiratory disorder		1												1
Seizures with status epilepticus						1								1
Sepsis/Septice..	1				1									2
Stroke		1	1				1							3
Suffocation or Asphyxia		1												1
Suicide attempt					2									2
Syncope / Fainting			2	2	1	1								6
Transient Cerebral Ischemic Attack (TIA)			1											1
Total	4	22	30	38	31	13								138



Previous Month ▾ Jan 1, 2023 - Jan 31, 2023 ▾

07:42

MMSS
Average Response Time

11:00

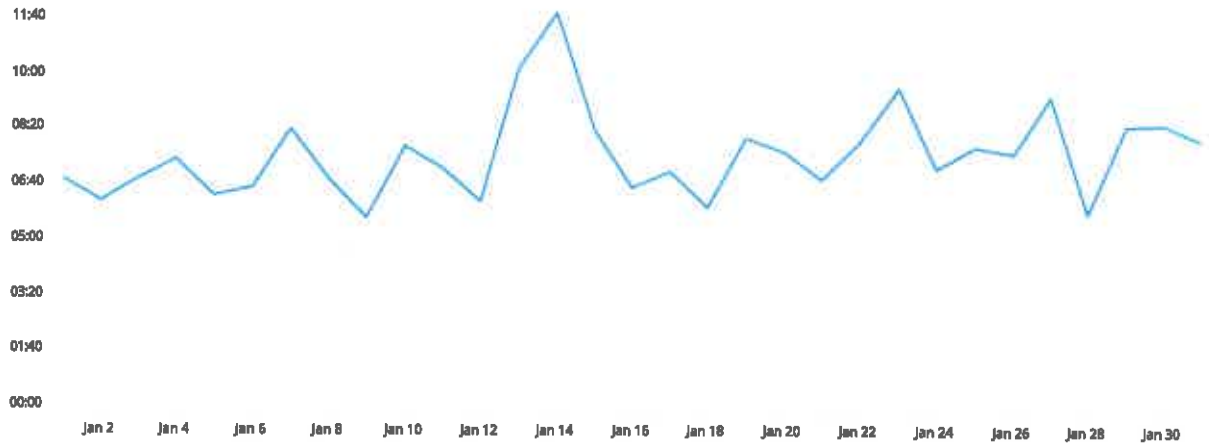
MMSS
50th Percentile Response Time

31

DAYS
In Selected Time Slice

134

UNIT RESPONSES
In Selected Time Slice



Counts	% Rows		% Columns		% All								Total	
Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
00:00 - 04:59		4	2	2	2	1								11
05:00 - 07:59	3	7	14	21	11	4								60
08:00 - 08:59	1	3	5	3	2	1								15
09:00 - 09:59		1	2	4	5	3								15
10:00 - 11:59		5	4	3	7	5								24
12:00 - 14:59		1	3	3										7
15:00 - 16:59					1									1
17:00 - 17:59					1									1
18:00 - 19:59														
20:00 - 29:59														
30:00 - 59:59														
Total	4	21	30	36	29	14								134
Exceptions														8



Previous Month ▾

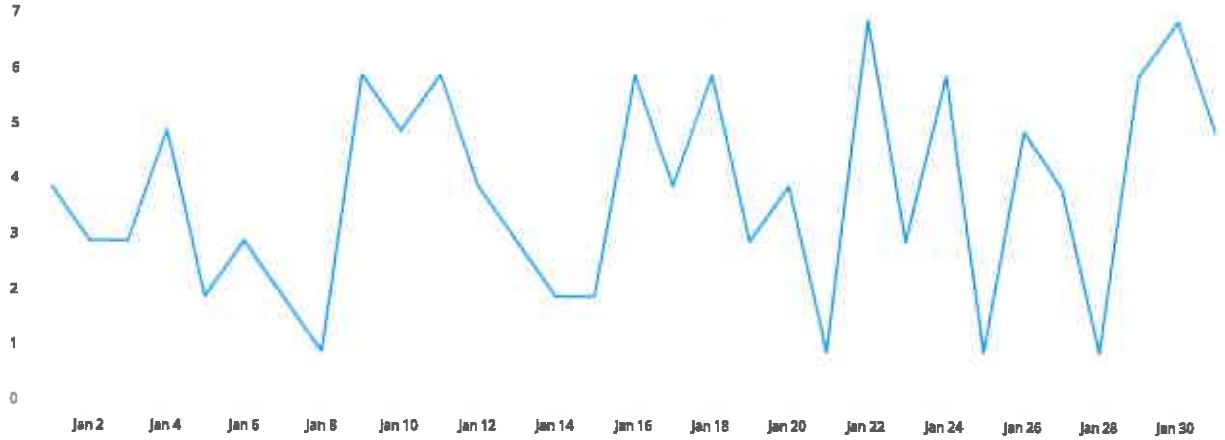
Jan 1, 2023 - Jan 31, 2023 ▾

120

RECORDS
In Selected Time Slice

31

DAYS
In Selected Time Slice



	Counts	% Rows	% Columns	% All										
Week Ending:	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
DHR Health	2	4	4	3	2	1								16
Mission Regional Medical Center	2	8	16	16	14	5								61
Rio Grande Regional ER 24/7 McAllen					1									1
Rio Grande Regional Hospital			4	4	3									11
South Texas Health System Children's				1		1								2
South Texas Health System ER - Mission				2	1	1								4
South Texas Health System Heart			1		1	1								3
South Texas Health System McAllen Hospital		6	3	5	3	3								20
South Texas Health Systems ER - Mission		1												1
The Women's Hospital at Renaissance					1									1
Total	4	19	28	31	26	12								120



218 City of Mission
Executive Summa 00/1/22 to 01/31/23

	Oct-22	Nov-22	Dec-22	Jan-23	Totals
Gross Charges	\$51,690.01	\$91,700.00	\$142,000.00	\$170,920.00	\$446,300.01
Cash Collections	(\$17,977.22)	(\$7,893.66)	(\$17,522.13)	(\$11,501.85)	(\$54,794.86)
Gross Charge/Typ	\$1,435.56	\$1,361.67	\$1,406.94	\$1,400.98	\$1,396.06
Cash/Typ (CPT)	\$488.69	\$131.56	\$173.49	\$94.28	\$171.77
Payer Mix					
Medicare	44.4%	56.7%	44.6%	18.0%	38.7%
Medicaid	22.2%	10.0%	18.6%	13.1%	15.7%
Insurance	13.9%	13.3%	13.9%	2.5%	9.4%
Private Pay	18.7%	16.3%	20.6%	6.6%	14.4%
Level of Service					
ALS - Advanced Life Support A0427	91.67%	63.33%	78.22%	79.51%	77.49%
ALS-2 Emergency A0433	0.00%	5.00%	1.86%	4.10%	3.13%
BLS - Basic Life Support A0429	8.33%	31.67%	19.90%	16.39%	19.44%
Level of Service Volume					
Total	36	60	101	122	319
ALS - Advanced Life Support A0427	33	38	79	97	247
ALS-2 Emergency A0433	0	3	2	5	10
BLS - Basic Life Support A0429	3	19	20	20	62
Ground Mileage A0425	259	328	664	711	1,962



Closing Balance Summary for Period

02/08/23

Page 1 of 1

Transaction Date	GreaterThanOrEqual	1/1/2023
Transaction Date	LessThanOrEqual	1/31/2023
Company Code	Equal	216 City of Mission

216 City of Mission	AR Previous Balance:	\$274,333.85
---------------------	-----------------------------	---------------------

Charges In Period	\$169,580.00
Credits	(\$30,447.54)
Charge Adjustments	\$1,340.00
Total AR Change for	\$140,472.46

Charges In Period	\$169,580.00
Credits	(\$30,447.54)
Charge Adjustments	\$1,340.00
Accounts Receivable Change	\$140,472.46

Total Balance Forward:	\$414,806.31
-------------------------------	---------------------

Media Relations- Departmental Report/January 2023

Kenia:

- Wrote It's Time Texas Community Challenge PSA
- MC for Chief Gilbert Sanchez's retirement
- Produced video on Chief Gilbert Sanchez's retirement
- Created a video on Texas Citrus Fiesta
- Coordinated all media advisories, footage, photos, and press events for Mission city events and police department events
- Wrote news releases on Texas Citrus Fiesta and Mission City Attorney Appointed to Texas Municipal League (TML)
- Created daily content on the City of Mission's social media platforms- Facebook, Instagram, and Twitter
- Wrote talking points and welcome remarks for the mayor and city manager for city events

Charlie

- Covered City Council Meetings, special meetings, and all city-sponsored events.
- Edited multiple videos for YouTube platform
- Added more pets to the website
- Carried city meetings live on social media
- Maintained and updated the city's website and added events to the city's website calendar.
- Maintains job announcements on the city website
- Produced and edited videos for multiple public service announcements, including a story on Glasscock Rd. Closure and a Civil Service Exam PSA

2

- Produced dozens of graphics for all social media platforms
- Covered Mission Fire Departments Wreath Ceremony
- Recorded History Lecture at the Museum
- Covered Chief Gilbert Sanchez's Retirement

Alex

- Covered City Council Meetings, Special Meetings, and all city-sponsored events with video and still photos
- Edited videos for YouTube and all social media platforms
- Added more pets to the website and carried city meetings live on social media
- Maintained and updated the city's website.
- Ordered updated gear and organized outdated equipment for surplus, responsible for purchasing procedures
- Produced dozens of graphics for all social media platforms
- Organized the production of Chief Sanchez's retirement ceremony
- Responsible for audio and video production for council meetings and continuing improvements to Master Control and PEG channel

Humberto

- Submitted Pet of the Week every Monday to the Monitor and Progress Times
- Translated graphics and multiple posts for the City of Mission social media platforms
- Translated city messages
- Takes photos for video creation, city proclamations, social media posts, and the City of Mission website
- Handled all Spanish language media interviews

Speer Memorial Library Monthly Report

January 2023

Performance and Circulation Statistics cumulative totals for FY 2022-2023:

Up over last fiscal year ...

- Adult Program Audience at 2988 or + 1639
- Library Visits at 23092 or + 5619
- Volunteer Hours Worked at 1974 or + 642
- Applications/Reapplications for Library Cards at 398 or + 86
- Technical Acquisitions at 1232 or + 557
- Children Program Audience at 2413 or + 56

Down from last fiscal year ...

Status Update

At the end of January, we had two of our employees retire from the library. Belinda Garza retired after 44 years of service and Edna Morales retired after 32 years of service. Their retirement is well deserved. We thank them for their years of service and we wish them the best on their next chapter.



VITA will be offering Tax Preparation services for the public Tuesdays & Thursdays from 5pm-7pm and Wednesdays & Saturdays from 9am-2pm. Services are by appointment only. Interested persons must call 956-607-9030 to make an appointment. These services will run through April 8, 2023.

Our Teen Department hosted a Mario Kart Tournament on January 19th. Congratulations to Diego for winning and thank you to all of the participants.



On January 28th, we hosted our first book talk of the year for *The Personal Librarian* by Marie Benedict at 6:30pm. We had 14 participants join us that evening. They enjoyed a lively discussion on the incredible story of the main character and the hardships she went through to hide her race and who she was to be accepted.

Our Teen Department hosts Animanga Club every Wednesday at 6:00 pm. Participating teens enjoy movies, crafts, snacks, and socializing!





On January 25th, we hosted local author Dr. Isaias Rodriguez as he read his book to children titled *Mom, Are You Ready?* Those in attendance enjoyed this book and it's special message of parents slowing down and making sure you have special quality time with your children.



January 25th is National Shelfie Day. It is a day to share your love of books by taking a selfie with your favorite books and/or book shelves in a fun way. We held a competition during the month for people to post their 'shelfies' on FaceBook and use the hashtag #SMLShelfieDay to be entered to win a Barnes & Noble gift card. Congratulations to Maverick our winner



Upcoming

Our Reference Department will be hosting a Color Me Calm class in February every Tuesday at 10 am, Computer Classes on Wednesdays alternate between 2pm and 6pm, and we will be showing the movie *Sleepless in Seattle* on Saturday, February 11th at 2 pm. Also, Coffee & Games is on Fridays at 10 am. On February 28th, we will be hosting a book talk for *The Rosie Project* by Graeme Simsion at 5:30 pm for Spanish speakers and at 6:30pm for English speakers.

Join us every Wednesday at 6 pm for Teen Animanga Club. Teens between the ages of 12-19 can register at the Children's Department. There they can learn to draw, watch anime, read manga, learn about Japan, eat snacks, and participate in other activities. Two contests will be held throughout the month: Worst V-Day Card Contest and a Love Story Contest.

Our Children's Department continues to host Mondays Movie Night at 5:30 pm, Color Me Calm Tuesdays at 6 pm, Toddler Time every Wednesday at 10 am, Play-Doh every Thursday at 6 pm, Scavenger Hunt on Saturdays at 2 pm, and Family Games every Sunday at 2 pm. We've also initiated a Kids Animanga Club that will start meeting Wednesdays at 6pm.

The library will be hosting a Valentine's Book Sale on February 11 from 10am-3pm. Large tote bags are \$5 and regular bags are \$1. All genres of books, DVDs, puzzles and more will be available for sale. Donations received will go towards our Friends of the Library and will be used on library programming.