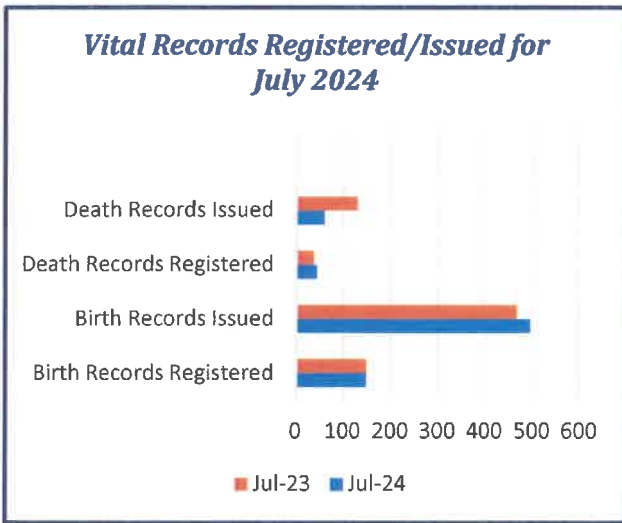
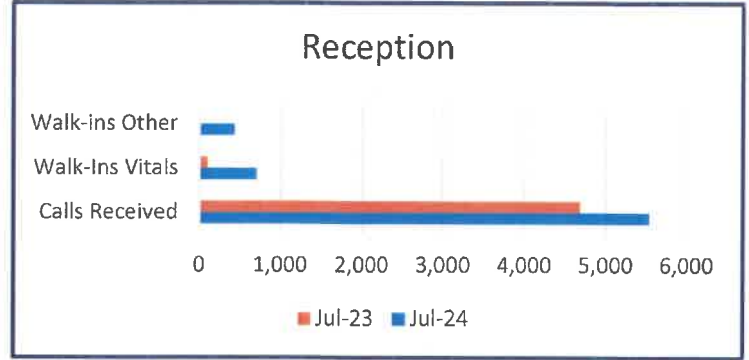


CITY SECRETARY MONTHLY REPORT – JULY 2024



<i>Reception</i>			
Calls Received	5,538	JULY 2023	
Walk-Ins – Vitals	707	Calls Received	4,687
Walk- Ins Other Departments	432	Walk-Ins	102



<i>Vital Statistics</i>				
	July 2024	YTD 2024	July 2023	YTD 2023
Birth Records Registered	149	1,530	149	1,427
Birth Records Issued	497	4,653	469	4,838
Death Records Registered	44	418	37	428
Death Records Issued	60	702	130	770
Funds Received	\$12,130	\$114,598	\$11,754	\$118,295

Cemetery:

<i>Cemetery:</i>					
2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	0	0	1	0	47
Sold Spaces	0	0	0	0	0
2022-2023	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	1	1	1	0	45
Sold Spaces	0	0	0	0	0



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

Mission Fire Prevention

Monthly Activity Report: July 2024

FIRE INVESTIGATIONS

There was two (2) fire investigation for the month of July.

- On July 6, 2024, Captain/Assistant Fire Marshall Joel Saenz investigated a structure fire at 1321 Miller Ave.
Undetermined
- On July 9, 2024, Lieutenant Jose Oscar Alanis investigated a structure fire at 4206 San Gabriel Apt. 206
Undetermined

Full Investigation: 4 Total

Call out to document of Incident: 1 Total

Year to Date: 16 Total

SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

The Hidalgo County Fire Marshal's Office asked for our assistance in zero (0) fire investigations for the month of July.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

INSPECTIONS

There was one hundred twelve (112) inspections conducted for the month of July: thirty-three (33) occupancy, sixty-five (65) annual and fourteen (14) other forms of inspections.

Year to Date: 826 Total 302 Occupancy 303 Annual 221 Other

Inspection rate to date: 15%

COMPLAINTS

There were zero (0) complaints for the month of July.

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

Year to Date: 0 Total

SUBDIVISION REVIEWS

For the month of July there were nineteen (19) subdivision plan reviews.

Year to Date: 202 Total

SPRINKLER SYSTEM PLAN REVIEWS

For the month of July there were zero (0) sprinkler system plan reviews.

Year to Date: 25 Total

FIRE ALARM SYSTEM PLAN REVIEWS

For the month of July there was two (2) fire alarm system plan review.

Year to Date: 27 Total

EXHAUST HOOD CANOPY PLAN REVIEWS

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

Year to Date: 6 Total

HOOD SUPPRESSION PLAN REVIEWS

For the month of July there were one (1) hood suppression plan reviews.

Year to Date: 14 Total

LP TANK PERMITS

For the month of July there were four (4) LP tank permits issued.

Year to Date: 9 Total

UNDERGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 1 Total

ABOVEGROUND STORAGE TANK REMOVAL PERMITS

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

Year to Date: 4 Total

BURNING PERMITS

There were zero (0) city burning permits issued for the month of July.

Year to Date: 24 Total

PLAN REVIEWS

We had eleven (11) plan reviews for the month of July.

- Top Medspa LLC – 200 N. Bryan Rd.
- La Estacion Bakery – 2540-2518 E. Griffin Pkwy.
- 4 Plex – 1806 Ramirez St.
- El Pato – 819 N. Bryan Rd.
- 4 Plex – 701 Pedro St.
- YS Massage – 2006-2020 E. Griffin Pkwy.
- Bettcher Manufacturing LLC – 805 Trinity St.
- Josyas LP – 408 N. Conway Ave.
- Mission Nursing Home – 1013 S. Bryan Rd.
- Smart Suites Sold Storage LLC – 1501 Commerce Dr.
- 4 Plex – 703 Pedro St.

Year to Date: 101 Total

FIRE DRILLS

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

Year to Date: 0 Total

TRAINING

There were five (5) training in the month of July.

- July 08-12 2024 – Lieutenant Jose Oscar Alanis attended Law Enforcement training hours at the CEED building
- July 22 & 23 2024 – Captain/Asst. Fire Marshall Joel Saenz and Lieutenant Omar Salinas attended Aleert Class Level 1 in Roma.
- July 26, 2024 – Fire Marshall Frank Cavazos, Captain/Asst. Fire Marshalls Joel Saenz and Mike Reyes attended ICS training in Training Room
- July 31, 2024 – Lieutenant Omar Salinas took Fire Instructor 1 course at Central Fire Station
- July 31, 2024 – Captain/Asst. Fire Marshall Mike Reyes took the Plans Examiner course at Central Fire Station

Year to Date: 25 Total

MEETINGS ATTENDED

For the month of July there were fifteen (15) meetings attended by the Fire Prevention Office.

- July 8, 2024 – Captain/Asst. Fire Marshall Joel Saenz attended PCC meeting at City Hall
- July 11, 2024 – Captain/Asst. Fire Marshall Joel Saenz attended SRC meeting
- July 15, 2024 - Fire Marshall Frank Cavazos attended budget meeting at City Hall
- July 15, 2024 – Fire Marshall Frank Cavazos attended Mental Health meeting on Teams
- July 16, 2024 – Fire Marshall Frank Cavazos attended meeting with Dolly Elizonda for Knox Box
- July 17, 2024 – Fire Marshall Frank Cavazos attended Equipment Storage meeting at Station 2
- July 18, 2024 – Fire Marshall Frank Cavazos attended SRC meeting
- July 18, 2024 – Fire Marshall Frank Cavazos attended El Grito meeting at Consulate General of Mexico
- July 19, 2024 – Fire Marshall Frank Cavazos attended Lexipol Policy Review meeting on Teams
- July 24, 2024 – Fire Marshall Frank Cavazos attended job description for Captains with Frank Chaires at the Mission Fire Department Administration Conference room
- July 25, 2024 – Fire Marshall Frank Cavazos attended job description for Duty Chiefs with Frank Chaires at the Mission Fire Department Administration Conference room
- July 25, 2024 – Fire Marshall Frank Cavazos attended move in planning for Station 6 with Chief Garcia at Mission Fire Department Administration Conference room
- July 29, 2024 – Fire Marshall Frank Cavazos attended Command Staff meeting at the Mission Fire Department Administration Conference room
- July 30, 2024 – Fire Marshall Frank Cavazos attended Lexipol meeting with Frank Chaires
- July 31, 2024 – Fire Marshall Frank Cavazos attended Lexipol Policy Review Meeting on Teams

Year to Date: 226 Total

PUBLIC EDUCATION

During the month of July there were six (6) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Trailer	Tours of Stations	Fire Safety Presentation	City Events/ Parade
07/11/2024	MISSION BOYS & GIRLS CLUB BANWORTH GYN				80	
07/12/2024	ARGENAL PEDIATRICS & FAMILY CARE	10				
7/18/2024	RGV LEARNING CENTER- KITCHEN SAFETY				20	
7/19/2024	GINGERBREAD HOUSE MONTESORI- KITCHEN SAFETY				30	
7/19/2024	BACK TO SCHOOL EVENT – MISSION EVENT CENTER					500
7/31/2024	MISSION PD EXPLORERS – MISSION FIRE CENTRAL STATION			20		

Year to Date: 74 Presentations 18,309 Audience
 Year to Date w/The Tutor 0 Presentations 0 Audience
 Year to Date w/F.S.T. 10 Presentations 1010 Audience
 Year to Date w/City Events 10 Presentations 4630 Audience
 Year to Date – Other 14 Presentations 1938 Audience
 Year to Date Grand Total 108 Presentations 25,887 Audience

Frank Cavazos, Deputy Chief/Fire Marshal

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



CITY OF

MISSION

Grants Activity Report- July 2024

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000	25%		Submitted-Tracking
FY25 Bullet-Resistant Shield	OOG	PD	\$ 49,219.00	None		Submitted-Tracking
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY25 Rifle Resistant Body Armor	OOG	PD	\$ 189,505.00	None		Submitted-Tracking
FY25 Criminal Justice Program	OOG	PD	\$ 133,967.64	None		Submitted-Tracking
FY25 Project Safe Neighborhood	OOG	PD	\$ 49,680.00	None		Submitted-Tracking
FY24 SHSP-LETPA	OOG	PD	\$ 125,000	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	PD	\$ 113,911.05	None		Submitted-Tracking
FY24 SHSP-Regular	OOG	Fire	\$ 133,842	None		Submitted-Tracking
FY25 Local Border Security Program	OOG	PD	\$ 190,000	None		Submitted-Tracking
FY25 Operation Lone Star Animal Welfare Organization	OOG Petco Love	PD/FIRE Health	\$ 5,000,000 \$ 50,000	None None		Submitted-Tracking Submitted-Tracking
Energy Efficiency & Conservation Grant (EECBG)	DOE	Executive	\$ 140,450	None	10/31/24	In Progress
System Assessment and Validation for Emergency Responders (SAVER)	Homeland Security	Fire	TBD	TBD		Under Review



CITY OF MISSION

Grants Activity Report- July 2024

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 320,000	\$ 320,000	25%	Awarded
FY23 Operation Stonegarden	OOG	PD	\$ 325,000	\$ 325,000	None	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Hold
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY24 Local Border Security Program	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35	\$ 58,544.24	None	Awarded/Active
FY23 Transportation Alternatives	RGVMP	Executive	\$ 250,000	\$ 250,000	25%	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 84,000	\$ 49,500	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
				Grand Total: \$	5,799,405.90	



RIO GRANDE VALLEY STATE VETERANS CEMETERY

MONTHLY REPORT



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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

Interments July

July - 2024	Double Depth	Standard	Columbarium	In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	1	7	6	4	0	0	18
Spouses	3	3	3	1	0	0	10
Family Members	0	0	0	0	0	0	0
Total	4	10	9	5	0	0	28

Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report

	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available
Estimate of Total Plots Planned for RGV SVC	25,090	4,019	21,071	16.02%	83.98%
RGV SVC - Total Plots in Developed Areas	9,255	4,019	5,236	43.43%	56.57%
RGV SVC - Availability of Casketed Burial Option in Developed Areas	Total Plots Available	Plots Utilized	Plots Available	% Utilized	% Available
	4,430	2,319	2,111	52.35%	47.65%
RGV SVC - Availability of Cremation Burial Option in Developed Areas	Total Plots Available	Plots Utilized	Plots Available	% Utilized	% Available
	3,825	1,662	2,163	43.45%	56.55%
RGV SVC - Availability of Memorial Plot Option in Developed Areas	Total Plots Available	Plots Utilized	Plots Available	% Utilized	% Available
	1,000	38	962	3.80%	96.20%



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

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



Events and Ceremonies Information
No events scheduled for August, 2024

Upcoming Events:
Veterans Day, November 11, 2024



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572
Office: (956) 583-7227 • Fax: (956)-583-7887



Completed Projects:

Irrigation Audit for July 2024 completed
Water Conservation Action Plan –On-going 4/2024
Removal of 80% non-usable equipment 11/24/2023
2020 File Migration Completed- pending VLB direction
2021 File Migration Completed- pending VLB direction
Completed Section 34-Realignment & Resetting
5 YR Budget Forecast

Ongoing Projects Pending- VLB OAR- Funded:

72" Mower repairs (VLB OAR approved pending pa/rt)
Compressor replacement (VLB OAR pending approval)
Sweeper for Tool Cat VLB (OAR pending approval)
Power washing areas with mold with the cemetery
CSR in training for 180 days-Training Plan
Maintenance Tech II in training for 90 days-Training Plan
Maintenance Tech in training for 90 days-Training Plan
Headstone Alignment device being maintenance
Working on Section 33-Realignment & Resetting

Ongoing Projects Pending:

Monthly Irrigation Audit-replace broken lines/equipment
100% Pre-registration eligibility review-on going project
Mowing/Up keep North area tract-TBD
Headstone setting vehicle – revamp 4/2024 in use
Staff cross-training -2024
Clearing/Mowing of 43.17 acres on the NW side-Pending
Digital reporting option (for staff)- currently testing samples

VLB Funded (In-Progress)

Re-alignment on 1,000 Flat Marker/ Headstone
100% Eligibility Review

VLB Funded (Pending)

Addition of New Space Force Military Branch of Service Seal and Flag in Assembly Area
Casket Transport Vehicle Hearse (Flat)
Automatic Gate
Water Station – on Cemetery Grounds
Compressor replacement (VLB OAR pending approval)
Sweeper for Tool Cat VLB (OAR pending approval)
2024-2025 Budget Approval

VLB Funded (Approved)

Bobcat Tool Cat UW56 -2
New Privacy Fence Slats Start date 8/2024
Electrical Services for Garrison Flag and offices 8/24

VLB Funded (Received)

Bobcat Excavator E-32 6/27/2024 at Mission site
Bobcat Tool Cat UW56 -2 7/2/2024 at Mission site

VA Grant Applications Pending:

Administration Building Roofing Replacement
Installation of Automatic and Remotely Controlled Entry Gate
Public Water Fountains Installed Throughout Grounds
Remotely Controlled Public Digital Display Board for Schedules and Events



Information Technology

Departmental Report July 2024

Information Technology Department Overview

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

Equip new and existing units with new Technology

Equip units with in new in car video system, and tablet. In Progress about 98 % complete.

Multifactor Authentication

Purchase and configure Multi Factor Authentication to strengthen security posture. Implementation phase. Estimated completion End of November.

Public Safety Application

Migrate New World Enterprise PD application and data to new server environment and Upgrade to latest version. Testing Phase. Estimated Go Live August.

Work Orders

IT goal is to close tickets within 48 hours. Priority work orders are worked on first. 205 Work orders closed July 2024.

Windows 10 End of life

Windows 10 is reaching its end of life. All city computers need to be upgraded to windows 11. About 93% Complete.

Tyler Data Archive

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

Library- Erate Funding year 2024

Apply for E-rate to replace switches, access points, and UPS's. Funding commitment award letter received. PO has been processed with vendor Installation scheduled for end of August.

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

PROGRESS REPORT CDBG	JUNE, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS \$17,000.00 Funds will be utilized to provide meals to homebound seniors.	\$2,198.34	Agency submitted May (\$2,198.34) request in June and has been processed. On 07/15/2024 received June's invoice for \$592.10 to be processed in July and exhausting funds. YTD: 19 clients served 3090 meals	\$16,407.90	97%	\$592.10
AREA AGENCY ON AGING \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$7.95	Agency submitted May (\$7.95) request in June, has been processed, and exhausting funds. YTD: 9 clients served	\$3,000.00	100%	\$0.00
C.A.M.P. UNIVERSITY \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency exhausted FY 23-24 funds. YTD: 9 clients served	\$3,000.00	100%	\$0.00
COMFORT HOUSE \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$2,196.54	Agency submitted Feburay (\$2,196.54) request in June, has been processed, and exhausting funds. YTD: 5 clients served	\$3,000.00	100%	\$0.00
HOPE MEDICAL SERVICES \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$0.00	Agency exhausted FY 23-24 funds. YTD: 26 clients served	\$3,000.00	100%	\$0.00
CASA OF HIDALGO COUNTY, INC. \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$0.00	Agency exhausted FY 23-24 funds. YTD: 5 clients served	\$1,000.00	100%	\$0.00
CHILDREN'S ADVOCACY CENTER \$11,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$1,105.45	Agency submitted April (\$1,105.45) request in June and has been processed. . On 07/02/2024 received May's invoice for \$371.43 to be processed in July. YTD: 81 clients served	\$10,514.32	96%	\$485.68
EMERGENCY RENTAL ASSISTANCE PROGRAM \$15,000.00 Funding will be utilized to provide short term (no more than 3 months) emergency payments on behalf of individuals or families to prevent homelessness.	\$1,670.00	Program staff submitted May (\$1,670.00) request for June. On 06/28/2024 received June's invoice for \$2,803.38 to be processed in July. Staff continues to screen applicants for the Rental Assistance Program. YTD: 3 clients served	\$6,995.00	47%	\$8,005.00
SILVER RIBBON \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$0.00	Agency did not submit request in June. On 07/16/2024 received May's invoice for \$800.00 to be processed in July. Agency screening applicants and will submit invoice in August, 2024 YTD: 8 clients served	\$1,010.08	34%	\$1,989.92
AFFORDABLE HOMES OF SOUTH TEXAS \$100,000.00 Funding will be utilized to provide direct home ownership assistance with subsidizing mortgage principal.	\$0.00	Agency did not submit request in June. On 07/16/2024 received June's invoice for \$15,062.98 to be processed in July. Agency submitted the 6th applicant for review and approval for assistance. YTD: 4 clients served	\$61,816.73	62%	\$38,183.27
HOUSING ASSISTANCE PROGRAM					
REHABILITATION \$50,000.00	\$0.00	Staff working on 3 rehabilitation floor plans/specifications and cost estimates.	\$0.00	0%	\$50,000.00
RECONSTRUCTION \$636,209.00	\$39,645.00	Staff submitted June's (\$39,645.00) request for 45% payment on 50% completion of 1047 N. Los Ebanos Road project.	\$187,518.35	29%	\$448,690.65
HOUSING ADMINISTRATION \$103,833.00	\$7,501.41	Oversight expense of the Housing Assistance Program	\$67,777.32	65%	\$36,055.68
PROGRAM ADMINISTRATION \$184,934.00	\$13,081.78	Oversight expense of the CDBG Program	\$114,189.38	62%	\$70,744.62
\$1,133,976.00	\$67,406.47		\$479,229.08	42%	\$654,746.92
	Community Development Department CDBG / HOUSING				
	New Applicants (HAP)	Agencies/Contractor/Departments:	Income Calls:	# of referrals to other agencies/departments:	Walk-ins
	0	3	38	6	9
	New Applicants (EAP)	New Applicants (ERAP)	Re-Certifications:	Previously Assisted:	Appointments
	2	2	0	3	3

**COMMUNITY DEVELOPMENT DEPARTMENT
PROGRESS REPORT CV AND CV-3
FISCAL YEAR 2023-2024 (FUNDING THRU 07/2026)**

PROGRESS REPORT CV	JUNE, 2024 UNOFFICIAL				
AGENCY / DEPARTMENT / DESCRIPTION / BUDGET	MONTHLY EXPENDITURE	ACCOMPLISHMENT	YEAR TO DATE	%	BALANCE
AMIGOS DEL VALLE - MEALS					
\$0.00					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$0.00	Agency exhausted funds.	\$0.00	0.00%	\$0.00
EMERGENCY ASSISTANCE PROGRAM					
\$16,348.00					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$1,320.23	Agency submitted May's (\$1,320.23) request in June, was processed, & on July 2, 2024 received request \$311.39 to exhaust funds.	\$16,036.61	98.10%	\$311.39
PROGRAM ADMINISTRATION					
\$0.00					
	\$0.00	Funds pending to be re-programed to Emergency Assistance Program.	\$0.00	0.00%	\$0.00
AFFORDABLE HOMES OF SOUTH TEXAS CV3					
\$62,715.88					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$64.92	Agency submitted May's (\$64.92) request in June and was processed. YTD: 3 clients served.	\$16,928.43	26.99%	\$45,787.45
FOOD BANK OF RGV CV3					
\$0.00					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency exhausted funds.	\$0.00	0.00%	\$0.00
MISSION FIRE DEPARTMENT CV3					
\$43,938.89					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$37,894.00	Concrete pad/carport completed. Fire dept. submitted (\$37,894) & was processed. Seeking bids for shelter items to exhaust funds.	\$38,145.00	86.81%	\$5,793.89
\$123,002.77	\$39,279.15		\$71,110.04	57.81%	\$51,892.73

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, JULY 2024
DATE: AUGUST 5, 2024



1. Mission Fire Department should be fully staffed by mid-August.
2. Mission Police Departments has eight (10) openings, background checks have started and positions should be filled within thirty days.
3. Pending Hearings
 1. PO Roel Velasquez-Indefinitely Suspended June 7, 2023-pending legal
 2. PO Esteban Jara-Indefinitely Suspended March 28, 2024-Arbitrator has been selected-pending date
 3. PO Sergio Martinez-15 Day Suspension Without Pay-Will Start Appeal Process with AAA
 4. PO Veronica Cedillo-15 Day Suspension Without Pay-Will Start Appeal Process with AAA
 5. PO Alexander Saucedo-15 Day Suspension Without Pay-Has Not Submitted Appeal

THANKS

MEMORANDUM

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



We have a total of 955 submission for July of 2024 with a total of 9647 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

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

Thank you!

Topic Counts of Opened Requests
For Date Period From 07/01/2024 Through 07/31/2024

Topic	Count
Health	
Animal Control	724
Mosquitoes	47
Total - Health	771
Obstructions -Tree/Branches	
MOWING	26
Total - Obstructions -Tree/Branches	26
Parks & Rec	
Graffiti	2
Mowing (Drainage & Alleys)	1
Parks	10
Restrooms	1
Right of way (mowing)	4
Trails	0
Total - Parks & Rec	18
Planning	
Construction Concerns	1
Dilapidated Home/Structure	0
Garage Sales	1
Health & Sanitation	1
Illegal Dumping	3
Junked Vehicle on private property	0
Sewer Concerns	7
Unsafe Building	1
Weedy Lot	31
Total - Planning	45
Police Department	
Illegal Parking	9
Total - Police Department	9
Public Works	
Flooded area/Roadway and streets	4
Foul smell	0
Junk Vehicle	1
Lift Station	0
Lift Stations	0
Low Water Pressure	2
Obstruction Tree Signs/Tree Trimming	2
Pot Holes	25
Sandbag (Elderly And Disabled)	0
Side Walk	2
Street Light	15
Streets/Signs	8
Tires	0
Traffic Signals	2
Water Leaks	3
Total - Public Works	64
Sanitation	
Brush	12
Bulky Items	4
Garbage	1
Obstruction/ Brush	3
Trash	2
Total - Sanitation	22

