



## MINUTES

### **PRESENT:**

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

### **ALSO PRESENT:**

Jim & Beth Barnes  
Irma Flores Lopez  
Maria Ester Salinas  
Rick Salinas  
Domingo de la Garza  
Scott Gerlach

### **STAFF PRESENT:**

Joel Chapa, Police Officer  
Amy Tijerina, Events Manager

### **ABSENT:**

### **STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
David Flores, Asst. City Manager  
Juan Pablo Terrazas, Asst. City Manager  
Andy Garcia, Asst. City Manager  
Angie Vela, Finance Director  
Adrian Garcia, Fire Chief  
Michael Elizalde, Grants Administrator  
Susie De Luna, Planning Director  
Alex Hernandez, Assistant Planning Director  
Noemi Munguia, HR Director  
Robert Hinojosa, Risk Management Director  
Joe Enriquez, Utilities Manager  
Rick Venecia, Boys & Girls Club Director  
Abram Ramirez, IT Director  
Abel Bocanegra, P.E., City Engineer  
Cesar Torres, Chief of Police  
Frank Cavazos, Deputy Fire Chief  
Joanne Longoria, CDBG Director  
JC Avila, Fleet Director  
Yenni Espinoza, Library Director  
Jesse Mares, Facilities Supervisor  
Aida Lerma, Arts & Cultural Tourism Director  
Roel Mendiola, Sanitation Dept. Director  
Jesse Lerma Civil Service Director  
Kenia Gomez, Media Relations Director  
Stephen Kotsatos, Health Director  
JC Avila, Fleet Director  
Jose Silva, Internal Auditor  
Brad Bentsen, Parks & Recreation Director

## **REGULAR MEETING**

### **CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Mayor Norie Garza Gonzalez called the meeting to order at 4:30 p.m.

### **INVOCATION AND PLEDGE ALLEGIANCE**

Mayor Pro Tem Ruben Plata led the invocation and Pledge of Allegiance.

### **DISCLOSURE OF CONFLICT OF INTEREST**

None

### **PRESENTATIONS**

#### **1. Presentation by Veterans Land Board - D. Flores**

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

#### **2. Presentation of 20, 25, & 30 Year Service Award Recipients – Munguia**

Noemi Munguia, Human Resources Director, stated that this year there were a total of 120 service awards presented of which 14 had 20 years of service, 15 had 25 years of service, and 2 had 30 years of service. Ms. Munguia continued to present the recipients for 20, 25, and 30 years of service. Each recipient was given a plaque and watch as recognition for their dedicated years of service with the City of Mission.

#### **3. October 2023 Employee of the Month – Munguia**

Ms. Munguia, presented Mitchell E. Espinoza as the Employee of the Month for the month of October. Mr. Espinoza was nominated by Mr. Steven Kotsasos, Health Director, for his outstanding dedication in his position with the health department. Mr. Espinoza has been with the department the longest, and is full of experience and knowledge and has always been a "go-to" employee. He had always been a dependable employee and had demonstrated his dedication to the service he provides to the city.

#### **4. It's Time Texas Community Challenge Pledge – Perez**

Ms. Selene Guerrero, Program Director for the "It's Time Texas Community Challenge" wanted to thank the City of Mission for paving the way to a healthier lifestyle for its residents. The community challenge promoted a healthy lifestyle and staying active. The challenge would commence on January 8<sup>th</sup> and run through March 3<sup>rd</sup>. Residents could download the app and earn points by participating in physical activity and eating healthy. The City of Mission would be earning a total of 10,000 points for taking the pledge on this day.

#### **5. Presentation by Mission Police Department Safety Sticker Program – Torres**

Cesar Torres, Chief of Police, spoke out the Mission Police Department's Safety Sticker campaign. Residents with disabilities would now be able to register their information with the police department. Those who register would be given a designated sticker indicating/alerting

peace officers of their disability. The Police Department will be promoting this program through their social media accounts.

#### **6. Presentation by Mission Fire Department of Medic 4 - A. Garcia**

Adrian L. Garcia, Fire Chief, spoke about the fire department's partnership with Hidalgo County's office of Emergency Management for the lease agreement of \$10.00 per month for the use of Medic 4. The agreement was presented to the ambulance board, and they were all in favor of it. Chief Garcia introduced Dr. Ivan Melendez who stated that it was great that the city was considering the collaboration with Hidalgo County.

#### **7. Status Report on All Inclusive Lions Park – Terrazas**

Juan Pablo Terrazas, Assistant City Manager gave an update on the progress of the All-Inclusive Lions Park project which was started in the summer of 2023 and was projected to be completed by the summer of 2024. Mr. Terrazas introduced Mr. Charlie Garcia of CG5 Architects. Mr. Garcia stated that in terms of time, the contractors were at about 50% of their contract time. At the moment, there has been a lot of work being done on the infrastructure and very soon we should be seeing some of the structures going up. There have not been any unusual delays so they are on schedule. The next phase to be worked on will be the splash pad.

#### **8. Report from the Greater Mission Chamber of Commerce – Enriquez**

Brenda Enriquez, Mission Chamber of Commerce President, spoke about upcoming events such as: wrapping up the year, sending out their annual mailout that will include a "Happy Holidays" message as well as the chamber's annual report, the Buenas Tardes Luncheon will be held on February 15<sup>th</sup>. The Chamber will also be working with Texas Citrus Fiesta to assist and host the Sister Cities activities. There will also soon be a ribbon cutting for "El Patio De La Casa de Mi Abuela".

#### **9. Departmental Reports – Perez**

Councilman Alberto Vela moved to approve the Departmental Reports. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

#### **10. Citizen's Participation – Garza**

Irma Flores Lopez, 1201 Keralum, this was the last meeting of the year and she was here to express some concerns but also had a compliment. Ms. Flores mentioned that during election time, those running for office are very transparent and share their financial reports, but that lately no reports had been submitted. She also stated that as you drive around town there are several apartment buildings/homes that are very run down. Ms. Flores asked that restrooms and water fountains be added to Astroland Park as there are none. She also mentioned that they had not held a Historical Committee meeting since June.

Maria Ester Salinas, 715 Miller, spoke about Sissy Cox who was a veteran that had unfortunately taken her life last year. Ms. Salinas gave some background on Ms. Cox's service. Ms. Salinas thanked Councilman Vela for providing her with "Thank you Veterans" signs which she was able to distribute throughout the Veterans Parade. She also mentioned that she had some recommendations for PD & Fire for next year's parade. Ms. Salinas stated that there are several veterans from Mission that have never been honored, and she would like to do something to ensure that we start to honor and include them as well.

Ricardo Salinas expressed his concerned over the financial stability of the City of Mission as he has millions of dollars invested in Mission. He was under the impression that everything was okay as Mayor stated it was at the State of the City Address, but he did his own digging and found that it had not been ok as of April of this year. Mr. Salinas also stated that perhaps the political promise to give all employees a pay raise had created a deficit in funds. His main concern was that the city did not have its finances in order and there were no new streams o income.

Councilwoman Jessica Ortega stepped out of the meeting at 6:09 p.m.

## **PUBLIC HEARING**

### **PLANNING & ZONING RECOMMENDATIONS**

#### **11. Conditional Use Permit: Mobile Food Truck – Rincon Tapatio, 2509 Colorado Street, Ste. 208, Lot 1, Block 2, Santa Lucia Development, C-3, Rincon Tapatio, LLC c/o Crystal A. Zavala, and Adoption of Ordinance#5404 - De Luna**

On November 20, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Mobile Food Truck – Rincon Tapatio, 2509 Colorado Street, Ste. 208, Lot 1, Block 2, Santa Lucia Development, C-3, Rincon Tapatio, LLC c/o Crystal A. Zavala, and Adoption of Ordinance#5404. Motion was seconded by Councilman Vela and approved unanimously 4-0.

#### **ORDINANCE NO. 5404**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A MOBILE FOOD TRUCK – RINCON  
TAPATIO AT 2509 COLORADO STREET, STE. 208, LOT 1, BLOCK 2, SANTA LUCIA  
DEVELOPMENT

#### **12. Conditional Use Permit: Mobile Food Truck – Empanadas El Argentino, 2509 Colorado Street, Ste. 204, Lot 1, Block 2, Santa Lucia Development, C-3, Ana Serna De Lara, and Adoption of Ordinance#5405 - De Luna**

On November 20, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located near the NW corner of Colorado and Taylor Road along the north side of Colorado Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

Councilwoman Ortega rejoined the meeting at 6:13 p.m.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Mobile Food Truck – Empanadas El Argentino, 2509 Colorado Street, Ste. 204, Lot 1, Block 2, Santa Lucia Development, C-3, Ana Serna De Lara, and Adoption of Ordinance#5405. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5405**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A MOBILE FOOD TRUCK – EMPANADAS  
EL ARGENTINO AT 2509 COLORADO STREET, STE. 204, LOT 1, BLOCK 2, SANTA LUCIA  
DEVELOPMENT

**13. Conditional Use Permit: To Move-In a Home on Property Zoned R-4 (Mobile & Modular Home), 1432 E. Santa Maria Drive, Unit H1, Lot 1, Block H, Wintergreen Estates, R-4, Pamela Johnson, and Adoption of Ordinance#5406- De Luna**

On November 20, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the SW corner of Santa Maria and Yosemite Drive along the south side of Santa Maria Drive within the Wintergreen Estates. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: To Move-In a Home on Property Zoned R-4 (Mobile & Modular Home), 1432 E. Santa Maria Drive, Unit H1, Lot 1, Block H, Wintergreen Estates, R-4, Pamela Johnson, and Adoption of Ordinance#5406. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5406**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT TO MOVE IN A HOME ON PROPERTY ZONED  
R-4 (MOBILE & MODULAR HOME) AT 1432 E. SANTA MARIA DRIVE, UNIT H1, LOT 1,  
BLOCK H, WINTERGREEN ESTATES

Councilman Vela stepped out of the meeting at 6:16 p.m.

**14. Conditional Use Permit: Sports Complex Facility, 2513 Victoria Avenue, Lot 2, Hampton Inn & Suites, C-3, South Texas Development & Construction, and Adoption of Ordinance#5407 - De Luna**

On November 20, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 435' west of Taylor Road along the north side of Victoria Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit: Sports Complex Facility, 2513 Victoria Avenue, Lot 2, Hampton Inn & Suites, C-3, South Texas Development & Construction, and Adoption of Ordinance#5407. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

**ORDINANCE NO. 5407**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A SPORTS COMPLEX FACILITY AT 2513  
VICTORIA AVENUE, LOT 2, HAMPTON INN & SUITES

Councilman Vela rejoined the meeting at 6:19 p.m.

**15. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages - Incredibowl, 2140 E. Business Highway 83, Lots 1 & 2, Grapefruit Bowl, Inc. Subdivision, C-4, Spare Time Concessions, LLC, and Adoption of Ordinance#5408 - De Luna**

On November 20, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site is located approximately 400' east of Ragland Road on the South side of Business Highway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages - Incredibowl, 2140 E. Business Highway 83, Lots 1 & 2, Grapefruit Bowl, Inc. Subdivision, C-4, Spare Time Concessions, LLC, and Adoption of Ordinance#5408. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5408**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE  
CONSUMPTION OF ALCOHOLIC BEVERAGES - INCREDIBOWL AT 2140 E. BUSINESS  
HIGHWAY 83, LOTS 1 & 2, GRAPEFRUIT BOWL, INC. SUBDIVISION

**16. Conditional Use Permit Renewal: 2 Drive-Thru Service Doors – The Health Nut, 301 E. Expressway 83, Lot 4, El Pueblo No. 1, C-3, Joaquin Pena, and Adoption of Ordinance#5409 - De Luna**

On November 20, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located approximately 840' off of Conway Avenue along the northside of the Frontage Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

There were no comments.

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

Mayor Pro Tem Plata moved to approve the Conditional Use Permit Renewal: 2 Drive-Thru Service Doors – The Health Nut, 301 E. Expressway 83, Lot 4, El Pueblo No. 1, C-3, Joaquin Pena, and Adoption of Ordinance#5409. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **ORDINANCE NO. 5409**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR 2 DRIVE-THRU SERVICE  
DOORS – THE HEALTH NUT AT 301 E. EXPRESSWAY 83, LOT 4, EL PUEBLO NO. 1

### **CONSENT AGENDA**

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

#### **17. Approval of Minutes – Carrillo**

Special Meeting – November 20, 2023

Regular Meeting – November 27, 2023

#### **18. Acknowledge Receipt of Minutes – Perez**

Citizen's Advisory Committee – October 10, 2023

Planning & Zoning – November 8, 2023

Zoning Board of Adjustments – September 20, 2023

#### **19. Authorization to solicit Request for Proposals for Consultant Services for Strategic Plan Development – D. Flores**

The City of Mission sought to develop a Strategic Plan, utilizing a process that comprehensively and equitably evaluated the organization, and the community it served, and developed a vision for the future. The resulting plan must include activities, timelines and resources required to result in a strategic plan that identified, categorized, and compiled issues into City of Mission business service areas. Strategies included, but not limited to will be Financial, Economic, Capital Improvements, Business processes, and Systems across all departments and with stakeholders. Staff was seeking authorization to solicit proposals.

**20. Authorization to enter into a contract between the City of Mission and Perez Consulting Engineers, LLC, for Engineer Services. – Elizalde**

The city received a grant award from the Texas General Land Office, for the 2019 Community Development Block Grant Disaster Recovery Program. The grant total was \$999,162.14 which would be used for the city's Astroland Drainage Project. The grant allowed support of Professional Engineer Services, which had been budgeted as part of the grant award in the amount of \$76,954.05 and awarded to Perez Consulting Engineers, LLC following bid proposals.

**21. Authorization to submit a grant application to KidsGardening Foundation for the Youth Garden Grant – Elizalde**

KidsGardening supported organizations bringing the life-changing benefits of gardening to kids through new and existing youth garden programs that enhance the quality of life for youth and their communities. The Speer Memorial Library was seeking support of this program to implement a youth garden that will be available to the general public. The total grant award includes a \$500 monetary check and an additional \$500 in the form of gardening equipment and supplies. The grant program does not have a match requirement.

**22. Authorization to purchase via State Approved Contract from Baker & Taylor for Library Material (books & media) – Espinoza**

Speer Memorial Library was seeking authorization to purchase via State approved contract library material (books and media) from Baker & Taylor. Staff estimated doing an acquisition for \$45,000 from Baker & Taylor for this fiscal year on an as needed basis. Library materials would be made available to all patrons to use and check out for educational and cultural purposes. This material would be purchased from the Library's General Fund. Baker & Taylor was on the State Co Op's 715-M2 Publications, Audiovisual Materials, Books and Cataloging Services contract.

**23. Request by County of Hidalgo Elections Department to use City Facilities for the 2024 Elections – Carrillo**

The County Elections Department was requesting the use of Bannworth Gym for Early Voting and/ Election Day, Mission Parks and Recreation Conference Room for Early Voting and/ Election Day.

The 2024 Elections were:

Primary Election: Early Voting February 20 – March 01 – Election Day, March 5, 2024

Primary Runoff: Early Voting March 25 – April 2 – Election Day, April 6, 2024

May 4, 2024 Local Entities – Early Voting Apr. 22 – April 30 – Election Day, May 4, 2024

June 3, 2024 Local Entities Runoff – Early Voting June 3 – June 11 – Election Day June 15, 2024

General Election – Early Voting – October 23 – November 3, 2024 – Election Day November 5, 2024

**24. Approval of Memorandum of Understanding between the City of Mission and Texas Citrus Fiesta – Carrillo**



On November 20, 2023 City Council authorized the City Manager to negotiate a Memorandum of Understanding with the Texas Citrus Fiesta to provide temporary specialized administrative services to promote economic development within the City of Mission. Texas Citrus Fiesta would compensate the City \$2,500.00 per month during the term of the agreement for the costs of providing administrative services. The city shall apply said payment to the city employee assigned to serve as temporary administrator. Agreement will be effective as of December 18, 2023 and terminate on January 31, 2024 unless otherwise extended by both parties.

**25. Authorization to extend the City of Mission Fire Department EMS Medical Director Agreement with Dr. Ivan Melendez – A. Garcia**

The Mission Fire Department was seeking authorization to extend the City of Mission Fire Department EMS Medical Director Agreement with Dr. Ivan Melendez thru February 29, 2024. Monthly cost of \$2,100 will remain the same through the extension.

**26. Authorization to enter into a Mutual Aid Agreement with Lone Star Ambulance Inc. for EMS Provider Services – A. Garcia**

The Mission Fire Department was seeking authorization to enter Mutual Aid Agreement with Lone Star Ambulance Inc. for EMS Provider Services.

**27. Approval of Interlocal Agreement between City of Mission Fire Department EMS and Hidalgo County Office of Emergency Management – A. Garcia**

The Mission Fire Department EMS was seeking authorization of an agreement with Hidalgo County Office of Emergency Management to approve the rental of an emergency medical unit to provide additional service to the residents of Hidalgo County for \$10.00 a month beginning January 2024.

**28. Authorization to enter into a Memorandum of Understanding between the Lower Rio Grande Valley Development Council and the City of Mission Police Department – Torres**

The Mission Police Department was requesting authorization to enter into a memorandum of understanding with the Lower Rio Grande Development Council, for the purpose of the Mission Police Department serving as a cooperative extension location for the regional police academy. This agreement would be in effect as of December 2023 and would remain in effect for two years.

**29. Authorization to enter into a Memorandum of Understanding with Internet Crimes Against Children (“ICAC”) Task Force and the City of Mission Police Department – Torres**

The Mission Police Department was requesting authorization to enter into a memorandum of understanding with Internet Crimes Against Children (“ICAC”) Task Force, for the purpose of combating technology-facilitated child exploitation. This agreement outlined the responsibilities for both agencies. This agreement would be in effect from October 2023 to September 2024.

**30. Authorization to accept the 2024 Impaired Driving Mobilization Grant from the Texas Department of Transportation – Torres**

The Mission Police Department was requesting authorization to accept the 2024 STEP Impaired Driving Mobilization Grant from the Texas Department of Transportation. The grant amount awarded was for \$29,975.00 and would be utilized for DWI enforcement during specific holiday periods. There was a required cash match of \$ 7,814.41 required by the City of Mission.

**31. Authorization to re-renter into a Memorandum of Understanding between the Hidalgo County HIDTA Task Force and the City of Mission Police Department – Torres**

The Mission Police Department was requesting authorization to re-enter into a memorandum of understanding with the Hidalgo County HIDTA Task Force, for the purpose of mutually addressing illicit trafficking of narcotics that have a substantial, and detrimental, effect on the health and general welfare of the public. This agreement outlined the responsibilities for both agencies. This agreement would be in effect as of November 2023, upon approval.

**32. Authorization to enter into a Memorandum of Understanding between the Mission High School and the City of Mission Police Department – Torres**

The Mission Police Department was requesting authorization to enter into a memorandum of understanding with the Mission High School and the City of Mission Police Department, for the purpose of collaborating with Mission High School in allowing students to shadow police officers as part of their practicum course. Students would shadow the job of a police officer at the Mission Police Department & and also at the Mission CISD elementary schools for perimeter & security checks. This agreement would be in effect from September 4, 2023 to May 6, 2024.

**33. Authorization to amend the Memorandum of Understanding for the Educational Resource Officer Program between the City of Mission and the Mission Consolidated Independent School District for the 2023 –2024 school year - Torres**

The Mission Police Department was seeking authorization to amend the current Memorandum of Understanding for the Educational Resource Officer Program between the City of Mission & the Mission Consolidated Independent School District for the 2023-2024 school year. The new addition included a training portion, which included Mission CISD reimbursing Mission Police Department for state-mandated training for officers. The MOU provided details & responsibilities for both parties. The agreement would be in effect upon approval and will continue until the expiration of the original memorandum of understanding.

**34. Authorization to amend the Memorandum of Understanding for the Educational Resource Officer Program between the City of Mission and the Sharyland School District for the 2023 –2024 school year - Torres**

The Mission Police Department was seeking authorization to amend the current Memorandum of Understanding for the Educational Resource Officer Program between the City of Mission & the Sharyland School District for the 2023-2024 school year. The new addition included a training portion, which included Sharyland ISD reimbursing Mission Police Department for state-mandated training for officers. The MOU provided details & responsibilities for both parties. The agreement would be in effect upon approval and would continue until the expiration of the original memorandum of understanding.

**35. Authorization to allow the purchase of a firearm to Honorably Retired Peace Officer, Adan Beltran for the Mission Police Department, in accordance with Texas Government Code, Section 614.051- Torres**

Honorably Retired Peace Officer, Adan Beltran had requested to purchase his Glock 17/Generation 4, 9mm service weapon, serial # BACG-568 from the Mission Police Department.

**36. Authorization to solicit bids for monthly air conditioner filter service- Mares**

Staff was seeking authorization to solicit bids for the monthly air conditioner filter service for all city facilities.

**37. Authorization to solicit for proposal for municipal financial advisors – Vela**

The City's current municipal financial advisor was on extension for 90 days from November 27, 2023. RBC Capital Markets had been the City's financial advisors for the past 19 years. Staff would like authorization to move forward with solicitations.

**38. Authorization to purchase modems and antennae from SHI, via BuyBoard 661-22 and DIR-CPO-4458- Ramirez**

Authorization to purchase modems and antennae to outfit new PD patrol units from SHI at a cost of \$48,944.74 utilizing BuyBoard 661-22 and DIR-CPO-4458.

**39. Authorization to purchase computers from Dell, via DIR-TSO-3763 contract – Ramirez**

Authorization to purchase computers to outfit new PD patrol units from Dell at a cost of \$22,362.99 utilizing DIR-TSO-3763.

**40. Approval to purchase Micro-Solve for Sanitary Sewer Lift Stations from a sole source vendor – Bocanegra**

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

Councilwoman Ortega asked to remove item 24 from the list and be discussed individually in executive session.

Mayor Pro Tem Plata moved to approve all consent agenda items 17 thru 23 and 25 thru 40 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

Mayor Pro Tem Plata moved to approve item 24. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**APPROVALS AND AUTHORIZATIONS**

**41. Approval to purchase Micro-Solve for Sanitary Sewer Lift Stations from a sole source vendor – Bocanegra**

Staff was recommending the purchase of Micro-Solve from Evergreen Southwest, a sole source vendor. Pursuant to Texas Local Government Code Section 252.022 General Exemptions (7) a procurement of items that are available from only one source, including: (A) items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies and (D) captive replacement parts or components for equipment;

Chemicals would be used for Sanitary Sewer Lift Stations and Wastewater Plant Main Lift Station throughout the City. Attached was a sole source letter from the manufacturer, Bio-Tech Industries Inc., granting the rights for distribution by Evergreen Southwest to sell and market the products and an official quote for the acquisition for both chemicals. The product acted on grease by liquefying the solids into a condition that prevents the grease from building up on the walls, thus improving the overall efficiency of the waste flow. It's a non-water-soluble-based

solution containing a proven combination of de-mulsifiers, corrosion, inhibitors, and organic compounds.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the purchase Micro-Solve for Sanitary Sewer Lift Stations from a sole source vendor. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**42. Approval of Ordinance #5410 of the City Council of the City of Mission, Texas Amending Chapter 90, Solid Waste, Article II, Collection Regulations, Section 90-56 Fees and Charges Exhibit A of the City of Mission Code of Ordinances providing for new residential, multi-family, governmental, industrial and commercial garbage rates – D. Flores**

During the implementation of the new rate table and to efficiently update the rates into the system, it was discovered we can meet the intent of the new rates and streamline the rate table by removing two codes (RX and CX) that were previously approved. There are no new rate changes with this request.

Rates for residential, apartment and commercial accounts were implemented October 1, 2023.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Ordinance #5410 of the City Council of the City of Mission, Texas Amending Chapter 90, Solid Waste, Article II, Collection Regulations, Section 90-56 Fees and Charges Exhibit A of the City of Mission Code of Ordinances providing for new residential, multi-family, governmental, industrial and commercial garbage rates. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5410**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING CHAPTER 90, SOLID WASTE, ARTICLE II COLLECTION REGULATIONS, SECTION 90-56 FEES AND CHARGES EXHIBIT A OF THE CITY OF MISSION CODE OF ORDINANCES PROVIDING FOR NEW RESIDENTIAL, APARTMENT AND COMMERCIAL GARBAGE RATES AND PROVIDING FOR AN EFFECTIVE DATE

**43. Approval of Ordinance #5411 of the City Council of the City of Mission, Texas Amending Chapter 114, Utilities, Article II, Rates and Charges, Section 114-52 Rates and Charges Enumerated Exhibit A of the City of Mission Code of Ordinances establishing a special fee for Secondary Residential Water Meter for Irrigation Only – D. Flores**

Establishing special fee for Secondary Residential Water Meter for Irrigation Only would be implemented. This fee was only available to homes built prior to January 1, 2024 or for new residential construction at the time of applying for a new water connection. Further, NO Deposit would be required for the secondary meter for irrigation only, provided there was an existing primary water meter. This fee does not include boring or tapping costs. Applicant must be in compliance with Article VI. – Backflow Prevention Devices.

New fees for Secondary Residential Water Meter for irrigation only would take effect January 1, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5411 of the City Council of the City of Mission, Texas Amending Chapter 114, Utilities, Article II, Rates and Charges, Section 114-52 Rates and Charges Enumerated Exhibit A of the City of Mission Code of Ordinances establishing a special fee for Secondary Residential Water Meter for Irrigation Only. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5411**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
AMENDING CHAPTER 114, UTILITIES, ARTICLE II RATES AND CHARGES, SECTION  
114-52 RATES AND CHARGES ENUMERATED CITY OF MISSION CODE OF  
ORDINANCES PROVIDING FOR NEW SECONDARY RESIDENTIAL WATER METER  
FOR IRRIGATION ONLY EXHIBIT A, AND PROVIDING FOR AN EFFECTIVE DATE

**44. Authorization to purchase emergency equipment for (3) Chevy Tahoes via buyboard contract #698-23 from Dana Safety Supply Inc. – Torres**

The Mission Police Department was seeking authorization to purchase emergency equipment for the police administration's (3) Chevy Tahoes from Dana Safety Supply Inc. The addition of this equipment would aid police administrators when responding to emergency/critical incident situations. The purchase cost amount was \$32,216.22, via buyboard contract #698-23. The purchase will be paid with Acct. #11 – Asset Forfeiture funds.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to authorize the purchase emergency equipment for (3) Chevy Tahoes via buyboard contract #698-23 from Dana Safety Supply Inc. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**45. Authorization to approve Change Order #1 for Glasscock Drainage Improvements Project for the City of Mission – Bocanegra**

The City of Mission was seeking approval for Change Order #1 of the Glasscock Drainage Improvements Project. Factors such as apparent contaminated soil and other unforeseen conflicts have prolonged the timeline of the project. The contractor was requesting an extension of 90 days. As a result of the removal of storm drainage, funds have been reallocated and used for additional work throughout the project. An additional \$179,059.56 will be added to the contract price. Consequently, City Staff recommended Change Order #1 for the total amount of \$3,891,573.12 and 330 calendar days with the Change Order approved.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Change Order #1 for Glasscock Drainage Improvements Project for the City of Mission. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**46. Authorization to approve Change Order #2 for Taylor Rd Phase 1 for the City of Mission – Bocanegra**

The City of Mission was seeking authorization to approve Change Order #2 of the Taylor Rd Phase 1. The project was delayed due to conflicting utilities, affecting contractor critical paths. The relocation of utilities was delayed due to a storm impacting operations in City of Mission. Existing power poles were located on proposed sewer and waterline alignments, affecting progress. The contractor was requesting an extension of 70 days, and an adjustment of quantities for traffic control will need to be done the amount for the project would increase by

\$20,988.00. Therefore, City Staff was recommending Change Order for the total amount of \$6,233,288.31 and 287 working days with all approved Change Orders.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Change Order #2 for Taylor Rd Phase 1 for the City of Mission. Motion was seconded by Councilman Vela and approved unanimously 5-0.

#### **47. October 2023 Tax Collection Report – Vela**

Acceptance of monthly property tax report for the month of October 2023.

The 2023 total adjusted tax levy for taxes was \$32,462,336.25 and the amount of the collections as of October 31, 2023 is \$54,597.97 which represents 00.17% of the total 2023 tax levy.

The total adjusted tax levy for delinquent taxes was \$2,398,215.37 and the amount of collections as of October 31, 2023 is \$95,943.78 which represents 4.00% of the total tax levies from previous years.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the October 2023 Tax Collection Report. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

#### **48. Authorization to execute 1st One Year Renewal Option for Bond Counsel Services – Vela**

On November 9, 2020 the city awarded a contract to the Perez Law Firm, PLLC for Bond Counsel Services. As part of that contract the City reserved the right to extend for two additional one-year renewal terms.

This would be the first renewal extension of a one-year term with Perez Law Firm, PLLC. The renewal period will be from January 15, 2024 through January 14, 2025. The renewal would have no change in terms and conditions.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to execute 1st One Year Renewal Option for Bond Counsel Services. Motion was seconded by Councilman Vela and approved unanimously 5-0.

#### **49. Approval of Budget Amendments: BA 24-01 CDBG Fund, BA 24-02 Police State Sharing Fund & Police Federal Sharing Fund – Vela**

CDBG Fund – (\$294,644.00 Revenues/Expenditures)

Police State Sharing Fund – (\$73,722.00 Expenditures)

Police Federal Sharing Fund – (\$600,862.00 Expenditures)

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Budget Amendments: BA 24-01 CDBG Fund, BA 24-02 Police State Sharing Fund & Police Federal Sharing Fund. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**50. Discussion regarding City Projects and Funding Sources, and possible action, if any, related to the same, including but not limited to approval of any budget amendments – Perez**

Mayor Garza began discussion on this item by addressing the statements being made about the city's financial status. She stated that the city had always been transparent when it came to their financial status and had nothing to hide.

Randy Perez, City Manager, had a presentation on the City's Cash Flow Analysis. He stated that there had been no detrimental effect to the EDC and that the city's finance department had always handles the EDC's books since they fell under the city's umbrella. During his presentation, Mr. Perez addressed the corrective actions that were being taken such as: paying back the EDC's portion of sales tax, implementation of an internal control system, implementation of short and long term cashflow improvement strategies, and reinvestment of operating investments. He also introduced the representatives from the city's Bond Council and Financial Advisors who were present to answer any questions

Mayor Pro Tem Plata stated that he would like to table the item as he felt they needed more time to review the options and the overall picture by a financial committee. He suggested the city get an anticipation loan.

Mayor Garza suggested completing the repayment without having to take out a loan. She also suggested to table the item and have a Financial Committee, with two council members on it, review all of the options further.

Councilman Vela motioned to table the item and create a financial committee that would include Mayor Pro Tem Plata and Councilwoman Marissa Ortega-Gerlach to meet with staff to review this matter further and have a response for the meeting on January 8<sup>th</sup>. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**51. Approval of Budget Amendment: 23-25 Designated Purpose Fund – Vela**

No action was taken on this item.

**UNFINISHED BUSINESS****52. TABLED 11/27/2023: Conditional Use Permit: Cronos Event Center – 601 E. 9th Street, Lots 4-8, Block 165, Mission Original Townsite, C-3, Elena Zavala, and Adoption of Ordinance#\_\_\_\_\_ - De Luna**

On November 8, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the NE corner of Business Highway 83 and St. Marie. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Upon motion by Mayor Pro Tem Plata seconded by Councilman Vela and approved unanimously, this item was untabled.

Councilwoman Ortega moved to deny the Conditional Use Permit: Cronos Event Center – 601 E. 9th Street, Lots 4-8, Block 165, Mission Original Townsite, C-3, Elena Zavala, and Adoption of Ordinance#\_\_\_\_\_. Motion was seconded by Councilman Vela and denied unanimously 5-0.

**53. TABLED 11/27/2023: Conditional Use Permit: To keep a Portable Building – Auto Sales Office Use, 2118 W. Mile 3 Road, Being the South 3.86 acres of Lot 22, New**

**Caledonia Subdivision, C-3, Bunny's Motors, LLC, and Adoption of Ordinance#5412 - De Luna**

On November 8, 2023 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located near the NE corner of Moorefield Road and West Mile 3 Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Upon motion by Councilman Vela seconded by Mayor Pro Tem Plata and approved unanimously, this item was untabled.

Councilwoman Ortega moved to approve the Conditional Use Permit: To keep a Portable Building – Auto Sales Office Use, 2118 W. Mile 3 Road, Being the South 3.86 acres of Lot 22, New Caledonia Subdivision, C-3, Bunny's Motors, LLC, and Adoption of Ordinance#5412. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

**ROUTINE MATTERS**

City Manager Comments - Adopt a Grandparent Wednesday, December 20, 2023 / 10:00 am Mission Police Dept., Merry & Bright Light Up Mission Home Judging Wednesday, December 20, 2023 / 6:30 pm, KOPS 4 Kids Toy Drive Thursday, December 21, 2023 / 1:00 pm – 3:00 pm Mission Event Center, Merry & Bright Light Up Awards Thursday, December 21, 2023 / 7:30 pm, City of Mission offices will be closed - Monday, December 25<sup>th</sup> & Tuesday, 26<sup>th</sup> in observance of Christmas Day and Monday, January 1<sup>st</sup> & January 2<sup>nd</sup> in observance of New Year's Day

Mayor's Comments – Wished everyone a Merry Christmas and a blessed and safe holiday.

City Council Comments – All council members wished everyone a Merry Christmas.

At 6:46 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**EXECUTIVE SESSION**

1. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) and Section 551.087 (Economic Development Negotiations) related to proposed economic incentives for Project Ocean
2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) and Section 551.072 (Deliberation regarding real property) related to Mission Viejo Plaza
3. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) regarding the evaluation, duties, compensation and/or appointment of the City Attorney
4. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney) and 551.074 (Personnel Matters) regarding the evaluation, duties, compensation and/or contract of the City Manager

Upon conclusion of Executive Session at 8:33 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilman Vela and approved unanimously 5-0.



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

1. Consideration and action, if any, related to economic incentives for Project Ocean

Mayor Pro Tem Plata moved to authorize city staff and City Attorney to draw up economic incentive agreement for project ocean as discussed in executive session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

2. Consideration and action, if any, related to Mission Viejo Plaza

Authorize City Manager to propose the support of the TIRZ acquisition of Mission Viejo Plaza. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

3. Consideration and action, if any, regarding the evaluation, duties, compensation and/or appointment of the City Attorney.

No action was taken on this item.

4. Consideration and action, if any, regarding the evaluation, duties, compensation and/or contract of the City Manager.

No action was taken on this item.

**ADJOURNMENT**

At 8:36 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 5-0.

\_\_\_\_\_  
Norie Gonzalez Garza, Mayor

ATTEST:

\_\_\_\_\_  
Anna Carrillo, City Secretary