

NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
JULY 16, 2025 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT

PRESENT:

Richard Hernandez, President
Deborah L. Cordova, Vice President
Estella Saenz Secretary
Jose G. Vargas
Carl Davis
Mayor Norie Gonzalez Garza

ABSENT:

Julian Alvarez, Treasurer

ALSO PRESENT:

Greg Kerr, JGKL LLP
Mark Hanna, Hanna Solutions
Bobby Villarreal, Estrada Hinojosa Investment Bankers

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero, COO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Director of Business Development
Mike Perez, City Manager
Andy Garcia, Assistant City Manager
Brianna Casares, Marketing Manager
Manuel Rodriguez, Receptionist/Marketing Asst.

1. Call to Order and Establish Quorum

After establishing a quorum of the President Richard Hernandez called the meeting to order at 4:03 PM.

2. Invocation: Carl Davis

3. Pledge of Allegiance: Secretary Estella Saenz

4. Citizens' Participation: None

5. Approval of Minutes: Regular Meeting of June 18, 2025.

President Richard Hernandez noted a correction on the meeting minutes; the meeting was a regular meeting and not a special meeting. Correction noted.

Subject to the correction noted by President Richard Hernandez, Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of June 18, 2025. Motion was seconded by Carl Davis and approved 6-0.

6. Report on Mission EDC's Bond Series 2025.

CEO Tecló J. Garcia introduced and welcomed Bobby Villarreal, Financial Advisor with Estrada Hinojosa, Investment Bankers to present this item. Mr. Garcia mentioned that Mr. Villarreal was handling details related to a bond issuance MEDC staff is working on securing for the purpose of funding certain MEDC projects, including a 5+ acre-tract recently acquired by MEDC on Expressway 83, improvements for the Shary Municipal Golf Course, and the purchase of the Cimarron Country Club.

Mr. Villarreal mentioned that when the debt is acquired, it must coincide with the upcoming meeting for the MEDC on August 20, 2025. To sell this debt the MEDC must create a document called an "Official Statement". This document must contain MEDC's assets and financial condition.

The first draft is set to be completed by July 18, 2025, which will then be provided to a rating agency. After it has been reviewed, a due diligence call is made with the underwriter and MEDC staff to ensure that all information is accurate. Mr. Villarreal estimates that the "Official Statement" document will be completed by August 20th. Mr. Villarreal thanked the Board for the opportunity to present.

7. Deliberation and possible action for acceptance of Unadjusted Financial Statement for June 30, 2025.

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

There being no corrections or additions, Vice President Deborah L. Cordova moved for approval. Motion was seconded by Secretary Estella Saenz and approved 6-0.

8. Deliberation & possible action to accept Quarterly Report of Investments for the General Fund for the Quarter ending June 30, 2025 and Interest Earned for Nine Months Ending June 30, 2025.

Financial Officer Joe Salazar reported that two Certificates of Deposit (CD's) have matured for a total of \$250,000 at the end of this quarter. Interest gained over the last six months was \$10,527.88. In addition, the Tex Pool account has a Year-to-Date balance of \$3,702,000, with an earned interest of \$117,813.

There being no corrections or additions, Secretary Estella Saenz moved for approval. Motion was seconded by Carl Davis and approved 6-0.

9. Discussion and possible action regarding MEDC's Fiscal Year 2026 Preliminary Budget.

CEO Tecló J. Garcia introduced this item by saying that there will be a 7% increase to the previous budget, which results in an overall budget of \$8.1 million for the 2026 fiscal year.

He reported that operating expenses will be \$300,000 to \$400,000 lower than the 2025 fiscal year.

However, with the incoming bond issuance, expenses will increase by \$600,000 in 2026.

In addition, Mr. Garcia noted that in comparison to the 2025 fiscal year, which had an 6% increase in retail sales tax revenue, the 2026 retail sales tax is estimated to increase by 3-4%.

The entrepreneurship programs, business development, and community development will remain unchanged. As for building capital, due to a Memorandum of Understanding (MOU) with the City of Mission, maintenance costs did increase but have reduced capital costs.

At **4:41 PM**, President Richard Hernandez announced that the MEDC Board would be convening in closed session. Carl Davis moved to convene in closed session. Motion was seconded by Vice President Deborah Cordova and approved 6-0.

10. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001

Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:

Report from CEO as to potential prospect(s.):

- A. Project Crust**
- B. Project Javelina**

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

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

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

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

At **5:10 PM**, President Richard Hernandez announced that the MEDC Board would be reconvening in open session. Motions are as follows:

Regarding Projects:

- A. Project Crust: No action.
- B. Project Javelina: Carl Davis moved to authorize CEO to negotiate a Letter of Intent as discussed in executive session. Motion was seconded by Mayor Norie Gonzalez Garza and approved 6-0.

Regarding Real Property:

- A. M.E.D.C. Land: No action.
- B. Perkins Lot Update: Jose G. Vargas moved to authorize CEO to proceed with land purchase as discussed in executive session. Motion was seconded by Secretary Estella Saenz and approved 6-0.

11. CEO Report on Economic Development.

CEO Teclo Garcia noted that within the first six months this year, January to June, there were 194 permits issued for single-family homes, in addition to 278 permits issued for multi-family units, with total 472 permits for an estimated total of \$70 million. If the single-family unit permits reach the goal of 400 by the end of the year, then there will be an average of 35 permits and homes being issued per month. This has been the average per year since 2022. Mr. Garcia welcomed Programs Director Brianna Casares to provide detail related to the upcoming Downtown Assistance Program scheduled to launch on August 1st. Ms. Casares mentioned that the program is open to any business on Conway between 1st and 18th street, one block east or west. Awardees will be selected through an application process, and each recipient may be awarded up to \$25,000. Each business applicant is required to submit relevant documentation on how and why this grant will assist their business. Ms. Casares shared how prior recipients benefited from the Downtown Assistance Program. For example, Ana Liz Taqueria was able to increase their dining room occupancy to 50; Little Joe's Barbershop added a new door, signage, and flooring; and Baldo's Tires redid the building's roof and did minor improvements within the building. End of report.

12. President Comments - None.

13. Adjournment

At 5:29 PM, Vice President Deborah Cordova moved to adjourn the meeting. Motion was seconded by Secretary Estella Saenz and approved 6-0.

Richard Hernandez, President

ATTEST

Estella Saenz, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
AUGUST 11, 2025 12:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:

ALSO PRESENT:

Greg Kerr, JGKL LLP
Ricardo Perez, Perez Law Firm
Mark Hanna, Hanna Solutions

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero, COO
Joe Salazar, Financial Officer
Stephanie Mendiola, Director of Business
Development
Mike Perez, City Manager
Brianna Casares, Marketing Manager
Candace Rodriguez, Communications & Public
Relations Manager
Manuel Rodriguez, Receptionist/Marketing Asst.

1. Call to Order and Establish Quorum

After establishing a quorum of the President Richard Hernandez called the meeting to order at 12:04 PM.

2. Invocation: Vice President Deborah Cordova.

3. Pledge of Allegiance: Treasurer Julian Alvarez.

4. Citizens' Participation: None.

5. Deliberation and possible action regarding Resolution No. 2025-08, concerning the proposed Resolution of Mission Economic Development Corporation authorizing the issuance of one or more series of revenue bonds and the loan of the proceeds thereof to Permian Basin Water Resources LLC, approving documents relating thereto, and approving other matters in connection therewith.

CEO Teclo J. Garcia welcomed Lee McCormick, President, Community Development Associates, to present this item. Mr. McCormick stated that Midland is in the Permian Basin region of West Texas and Eastern New Mexico. Recognizing the importance of water in the region, the Company is expanding its current operating areas to meet increasing demand for water, wastewater and reclaimed water service. The company's current infrastructure provides 325 gallons per minute of well capacity and 30,000 gallons per day (GPD) of wastewater capacity. An additional 60,000 gallon per day tertiary wastewater treatment system is currently under construction which will have the capacity to serve approximately 642 homes (at the anticipated flow of 140 gallons per home per day of wastewater). This project involves wastewater treatment capacity and is designed to easily add 60,000 GPD incremental treatment modules to the TPDES permitted capacity of 360,000 GPD, or 2,500 homes. At full buildout, it is expected that the Park Water System will include 4,500 water connections and 2,500 sewer connections. In addition, the project also includes the refunding of \$15,500 of existing debt.

Jose G. Vargas joined the meeting at 12:10 PM.

This is a conduit transaction for the MEDC. The borrower is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission in connection with the financing. There is potential "reputational risk" if the borrower defaults since the MEDC'S name is included on the bonds.

Carl Davis moved for approval of Resolution No. 2025-08. Motion was seconded by Mayor Norie Gonzalez Garza and approved 7-0.

6. Deliberation and possible action related to First Amendment to an "Agreement regarding the construction and repayment of costs for the City of Mission Event Center", dated November 27, 2017 between the Mission Economic Development Corporation and the City of Mission, Texas.

CEO Teclo J. Garcia introduced this agenda item as a request to amend the current agreement between MEDC and the City of Mission regarding the use of excess proceeds from the sale of MEDC-owned land adjacent to the Mission Event Center. The proposed amendment would permit the MEDC to retain and use proceeds for any lawful purpose. Mr. Garcia then invited Legal Counsel Ricardo Perez, the bond counsel, to provide further clarification. Mr. Perez explained that under the amendment, the MEDC will continue to allocate proceeds to the city, but these funds will now be directed towards bonds with the City of Mission. Proceeds from land sales by the MEDC will be used to pay bondholders, with any surplus applied to other city debts related to these bonds. Additionally, the city has agreed to remove the requirement that any land sold by the MEDC must be returned to the city, allowing the MEDC to retain ownership of any sold land.

Jose G. Vargas moved for approval of the First Amendment. Motion was seconded by Vice President Deborah L. Cordova and approved 6-0 with one abstention from Mayor Norie Gonzalez Garza.

7. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001

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

M.E.D.C. Land

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

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

The Mission Economic Development Corporation Board of Directors did not convene in closed session.

8. President Comments

President Richard Hernandez thanked the MEDC Board and staff for participating at this special board meeting.

CEO Teclo Garcia introduced new MEDC team member Candace Rodriguez, MEDC Communications and Public Relations Manager. Ms. Rodriguez expressed her excitement to begin working with the MEDC.

9. Adjournment.

At **12:24 PM**, Carl Davis moved to adjourn the meeting. Motion was seconded by Vice President Deborah L. Cordova and approved 7-0.

Richard Hernandez, President

ATTEST

Estella Saenz, Secretary

**NOTICE OF MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
JULY 16, 2025**

The Board of Directors of the Mission Economic Development Authority, Inc., held a meeting on Wednesday, July 16, 2025, at 4:00 PM, in person, at the Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas 78572, to discuss the following agenda:

1. Call to order and establish quorum.
2. Citizens' participation.
3. Approval of minutes: Regular meeting of April 16, 2025.
4. Deliberation & possible action to accept the Unadjusted Financial Report ended June 30, 2025.
5. Deliberation and possible action to accept the Quarterly Report of Investments for the Quarter ending June 30, 2025 and Interest Earned for Nine Months Ending June 30, 2025.
6. Deliberation and possible action regarding the conveyance of a 5.31 AC Tract + 2.54 AC Tract, Mission, Texas to the City of Mission.
7. Closed Session Pursuant to V.T.C.A. Gov't Code Sec. 551.001
Deliberation and possible action regarding the purchase, exchange, lease, or value of real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:
 Report from CEO as to potential prospect(s):
 Consultation with Attorney and possible action regarding (as permitted under Texas Government Code Section 551.071).
The Mission Economic Development Authority Board of Directors will reconvene in open session to take any actions necessary.
8. Adjournment.

Minutes are as follows:

PRESENT:

Richard Hernandez, Chair
Deborah L. Cordova, Vice Chair
Estella Saenz, Secretary
Jose G. Vargas, Treasurer
Mayor Norie Gonzalez Garza

ABSENT:

ALSO PRESENT:

Greg Kerr, JGKL LLP
Mark Hanna, Hanna Solutions Commercial Real Estate

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero, COO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Director of Business Development
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Brianna Casares, Marketing Manager

1. Call to order and establish quorum.

After establishing a quorum of the Board of Directors, Chair Richard Hernandez called the meeting to order at 5:30 PM.

2. Citizens' Participation: None.

3. Approval of minutes: April 16, 2025.

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of April 16, 2025. Motion was seconded by Vice Chair Deborah Cordova and approved 5-0.

4. Deliberation and possible action to accept Unadjusted Financial Report ended June 30, 2025.

Financial Officer Joe Salazar presented and recommended approval of the Unadjusted Financial Report ended June 30, 2025.

Mr. Salazar began his report by saying that, as of June 30, 2025, Total Revenue was \$6,897 with no expenditures. Ending Fund Balance was \$1,911,548.00, with Total Assets and Liabilities matching at \$1,911,548.00. Mr. Salazar reported that staff had recently closed on a property owned by United Irrigation District Property (Project Push Water). The land purchase is now listed under Assets.

There being no corrections or additions, Vice Chair Deborah Cordova moved for approval. Motion was seconded by Secretary Estella Saenz and approved 5-0.

5. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter ending June 30, 2025 and Interest Earned for Nine Months Ending June 30, 2025.

Financial Officer Joe Salazar presented the Quarterly Report of Investments ending June 30, 2025 and Interest Earned for Nine Months Ending June 30, 2025.

Mr. Salazar noted that within MEDA's Tex Pool account, there is an Ending Market Value of \$415,687.51 with a Year-to-Date interest earned being \$15,687.51

There being no corrections or additions, Treasurer Jose G. Vargas moved for acceptance. Motion was seconded by Vice Chair Deborah Cordova and approved 5-0.

6. Deliberation and possible action regarding the conveyance of a 5.31 AC Tract + 2.54 AC Tract, Mission, Texas to the City of Mission.

CEO Teclo J. Garcia welcomed City Manager Mike Perez to present this item. Mr. Perez requested that the property not be transferred at this time, as the City of Mission intends to

apply for a grant to fund improvements. The grant will match the City's investment in the enhancements. Over the next 12 months, the City will be seeking a grant to help convert the property into a park, in partnership with the Texas Parks & Wildlife Department.

No action was taken.

At **5:39 PM**, Chair Richard Hernandez announced that the MEDA Board would be convening in closed session. Mayor Norie Gonzalez Garza moved to convene in closed session. Motion was seconded by Vice Chair Deborah Cordova and approved 5-0.

7. Closed Session Pursuant to V.T.C.A. Gov't Code Sec. 551.001

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

Report from CEO as to potential prospect(s).

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

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

At **5:40 PM**, Chair Richard Hernandez announced that the Mission Economic Development Authority Board of Directors was reconvening in open session. Mayor Norie Gonzalez Garza moved to reconvene in open session. Motion was seconded by Vice Chair Deborah Cordova and approved 5-0.

No action was taken.

8. Adjournment

At **5:40 PM**, Mayor Norie Gonzalez Garza moved for adjournment. Motion was seconded by Vice Chair Deborah Cordova and approved 5-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS HELD ON JULY 16, 2025 WERE APPROVED ON THIS THE 21ST DAY OF AUGUST, 2025.

Estella Saenz, Secretary

**Mission Tax Increment Reinvestment Zone
Board of Directors Special Meeting
July 21, 2025**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on July 21, 2025 at 801 N. Bryan Road, Mission, Texas and at 5:30 PM, the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present, except Directors Moreno and Reyna. Secretary Aissa I. Garza participated in the Zoom teleconference. Others participating in the Zoom teleconference were Sanjay Bapat and Ezeiza Garcia. Participating in person were J.P. Terrazas, Joe Salazar, Damien D. Tijerina, Mike Perez, Romeo Barrera, Judy Vega, and Executive Director Teclo J. Garcia.

1. Call meeting to order and establish quorum.

2. Consent Agenda:

A. Approval of minutes: Meeting of May 29, 2025.

B. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the July 21, 2025 meeting.

Upon a motion duly made by Director Riddle and seconded by Director Burleson, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Board of Directors at the meeting of July 21, 2025.

3. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Vice Chair Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously voted to adjourn the meeting at 5:31 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Redevelopment Authority
Board of Directors Meeting
July 21, 2025**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, July 21, 2025, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present, except Directors Moreno and Reyna. Secretary Aissa I. Garza participated in the Zoom teleconference. Others participating in the Zoom teleconference were Sanjay Bapat, Travis James, Colby Echols. Armando Sandoval, Andy Garcia and Ezeiza Garcia. Participating in person were J.P. Terrazas, Abel Bocanegra, Joe Salazar, Damien D. Tijerina, Ruben James de Jesus, Mike Perez, Romeo Barrera, Judy Vega, and Executive Director Teclo J. Garcia.

1. Call Meeting to Order at 4:09 PM.

Chairman Martin Garza opened the meeting with a welcome to all and recognized Mayor Norie Gonzalez Garza for joining the meeting.

2. Citizens' Participation: None.

3. Approval of minutes: May 29, 2025

There being no changes or corrections, upon a motion duly made by Director Burleson and seconded by Director Riddle, the Board unanimously approved the Board meeting minutes of May 29, 2025.

4. Acceptance of Project Reports.

Chairman Martin Garza recognized Abel Bocanegra with Killam Development, to provide a report on **El Milagro Phase I Project**. Mr. Bocanegra Project that this project was substantially complete with a letter from Posillico on July 18, 2025. A final City walkthrough is scheduled for July 30th and August 1st, and Posillico is currently addressing minor punch-list items. AEP is expected to have relocated meter and power equipment by this meeting and Posillico will finish the concrete driveway. Chairman Garza inquired about the completion timeline. Mr. Bocanegra mentioned the target was April 2024, but delays in power equipment and construction materials have hindered progress. The subdivision recording is anticipated to be finalized by the end of August 2025.

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

Chairman Martin Garza recognized Damien Tijerina, P.E., with L&G Engineering, who reported on the **Inspiration Rd./Military Parkway Loop Ph. II and III Projects**. Mr. Tijerina explained that **Phase II** involves the design of Inspiration Rd. and Military Parkway, which has been split into two projects. He mentioned that the design for Inspiration Road is 97% complete. The firm is awaiting acceptance of a railroad package submittal to TxDOT and is currently working on PS&Es, expected to be completed by mid-August 2025. A hydrologic report for the Arch-Plate Culvert, required by TxDOT, is 70% complete and should finalize in August.

On **Phase III**, Mr. Tijerina discussed the re-evaluation of an Environmental Assessment (EA), completed in November 2024. A hydrologic model update was approved in August 2024, and the firm awaits TxDOT's approval of the EA by September 2025. Regarding ROW acquisition, which began in September 2024, of 22 parcels and 7 easements are needed for Inspiration Road; eight have been acquired, two are in negotiations, two are closing, one is being appraised, and nine are in eminent domain. The Military Parkway Loop ROW acquisition (25 parcels) is on hold. The Advance Funding Agreement (AFA) for Inspiration Road has been approved by TxDOT and the City of Mission, while the AFA for Military Parkway Loop, has been submitted by the City of Mission but continues to be in the hands of TxDOT.

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

Chairman Martin Garza recognized Romeo Barrera, P.E. with Halff Associates to report on the **Hoerner Street Project**. Mr. Barrera noted he spoke with United Irrigation District representatives regarding the property, and they have confirmed that although the appraisal process has been delayed, the item is scheduled for discussion at the UID board meeting next week. For consideration is that the UID Board accepts the City of Mission's original appraised value of the property as previously assessed. The property acquisition depends on the UID Board's decision, which is expected to significantly expedite the acquisition process. Regarding the pond outfall negotiations, Mr. Barrera said that discussions continue to take place with Developer Dolly Elizondo regarding the use of her pond as the outfall for the storm drainage system. The proposed agreement would involve compensation through park fees in exchange for a storm outfall. A final decision from Mrs. Elizondo is still pending but negotiations are progressing. This option would allow the project to proceed with the original design and avoid costly re-routing and redesign efforts. Re-routing and redesign efforts would increase the project's cost from \$923,161.08 to \$1,131,042.54, a difference of \$251,881.47. This includes \$45,000 for engineering services (re-design). Assistant City Manager mentioned that Developer Dolly Elizondo is planning on developing Phase II of Las Esperanzas, which will also have a hike and bike trail making the detention pond useful to her.

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

Chairman Martin Garza recognized Ruben James de Jesus, P.E. with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. Mr. de Jesus said RDH contractors have started up dewatering lines and pumps to begin wet-well and gravity portion work. Temporary enclosure built on dewatering pump to help minimize noise level of continuous pumping. Wet-well was delivered on July 18, 2025 and control panels and other material is onsite, so installation should begin this month.

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

Mr. de Jesus reported on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties-in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the re-routing of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Mr. De Jesus reported that the Interlocal Agreement between AGUA SUD and the City of Mission was finalized and approved on June 17, 2025 on the proposed rate for pass through sewage, of which Mr. de Jesus mentioned he provided a copy in the meeting packet for the Board's review. Mr. de Jesus mentioned that next was working with Asst. City Manager J.P. Terrazas on the design portion of the project. Mr. Terrazas said that he will be presenting a Change Order (Work Authorization) for approval consideration that will include the design aspect of this project as the master plan authorization for this project was only for construction.

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

Mr. de Jesus provided an update on the **Walsh Road Expansion Project**, which includes the design and surveying needed to extend the road from Perez St. to Frontage Rd., covering approximately $\frac{3}{4}$ of a mile. Mr. De Jesus reported that plans for this project are 90% complete. The proposed project will consist of a 60-ft ROW with a 36-ft back-to-back curb section and appraisal has been ongoing out on the remaining ROW needed to be acquired. Mr. de Jesus reported that design plans are currently 90% complete. Mr. de Jesus reported that an offer letter and contract was presented to the land owner and that they are pending final closing documents to be executed. Left over after purchasing the land, the owner will be left with a 2.5-acre tract of land which kind of tapers off to the west due to its triangular shape, that won't be useful to the owner. However, a detention pond may be extended to its maximum capacity if the owner decides to build something on it. Negotiations will take place to contemplate this route. Mr. de Jesus also noted that comments were received back from United Irrigation District and those comments are being addressed.

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

Mr. de Jesus reported on the **Glasscock & Bryan Road Project Sanitary Sewer Improvements Project**. He noted that contractor RDH held an onsite meeting with Murdock's General Manager and a notice to proceed was issued. Crews have been mobilizing in the area with site fencing. Mr. de Jesus mentioned that bore work was to start on Bryan Road, but the contractor has had delays due to a shortage on personnel. Dewatering operations should begin next week. The project is expected to be completed within 18 months.

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

Chairman Martin Garza recognized Assistant City Manager J.P. Terrazas to provide an update on the **TIRZ Building (1301 E. 8th Street) Improvements**. Mr. Terrazas said that in-house remodeling has already started on the media room of the TIRZ Building, which is 15% completed. He provided an update on the building's proposed elevator and said that the city went out for bids for a third time and that the luckily bids came in under \$400,000 this time. The lowest bidder was RDZ Group with a bid of \$380,000 with an anticipated completion within 60 calendar days. Mr. Terrazas said that a meeting is being planned with RDZ to discuss a work schedule and a date for the elevator's arrival. More discussion will take place related to this report further down on Item 6 of this agenda.

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

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

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

A. Deliberation regarding real property.

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

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

At **4:56 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board of Directors would be reconvening in open session. Vice Chair Chapa moved to convene. Motion was seconded by Director Riddle and approved unanimously.

No action was taken.

6. Discussion and possible action regarding a First Amendment to Reimbursement Agreement between City of Mission and Mission Redevelopment Authority related to the TIRZ Building (1301 N. 8th Street) Improvements.

Executive Director Teclo J. Garcia invited Assistant City Manager J.P. Terrazas to present this item. Mr. Terrazas reported on the project status, mentioning a \$16,000 Reimbursement Agreement for designing an ADA compliant elevator, with CG5 Architects engaged for the design. After three bid solicitations, RDZ Group was awarded the construction contract for \$380,000. Additionally, in-house remodeling expenses are estimated at \$263,850, bringing the total project cost to \$643,850, which is what staff is requesting to finalize. Mr. Terrazas noted significant savings from in-house improvements and indicated plans to relocate some city personnel to the TIRZ building, with the \$263,850 covering materials only, as labor is provided by the City of Mission. Mr. Garcia clarified that the First Amendment to the existing agreement would increase the total amount from \$16,000 to \$659,850.

Upon a motion duly made by Director Burleson and seconded by Vice Chair Chapa, the Board unanimously approved the First Amendment to Reimbursement Agreement between City of Mission and Mission Redevelopment Authority related to the TIRZ Building (1301 N. 8th Street) Improvements.

7. Discussion and possible action regarding a TIRZ #1 Project & Finance Plan Update.

Executive Director Teclo J. Garcia mentioned that this item had already been before the Board previously. This final draft is being presented now for approval consideration. Mr. Garcia mentioned that this update makes us current and to where we need to be. It includes potential bond project information moving

forward. However, it is not to assume that the county or the city would approve this plan, as they are just projections. He said that once this update is adopted, staff can then move forward with bond issuance requests. Consultant Travis James from TXP, Inc., who prepared the draft, was available via teleconference to address any questions. The Authority's legal counsel Sanjay Bapat mentioned that the Board had made three prior suggested changes or additions to the draft, and that those changes had been made. One addition was that language related to conflicts of interest, follow public open records, and procurement guidelines be included or clarified. Another was that a description and breakdown on all projects to date be listed, as well as that eligible expenditures or brief descriptions of improvement structures for projects is included. The document will be updated every two years. Chairman Martin Garza thanked everyone involved for their work and completion of this update. Mr. Garcia mentioned that he will be taking the Project & Finance Plan Update before City Council for approval next.

8. Discussion and possible action related to Resolution No. 7212025, Resolution Regarding Review of Project and Finance Plan.

Executive Director Teclo J. Garcia invited Administrative Assistant Judy Vega to discuss this item. Ms. Vega pointed out that this resolution pertains to the Project and Finance Plan Update that was just approved by the Board. Legal Counsel Sanjay Bapat drafted the resolution and reminded the Board of their request for a biennial update, which this resolution addresses.

Upon a motion duly made by Vice Chair Chapa and seconded by Director Riddle, the Board unanimously approved Resolution No. 7212025.

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

Financial Officer presented the report by saying that three outstanding CD's had matured therefore we no longer had long term investments from the General Fund. He said that the Authority does have investments in the TexPool account amounting to \$7,281,642.05 as of June 30th. The three CD's that matured had a interest earned of \$14,729.78. Year-to-Date interest earned on the TexPool Funds was \$113,775.74.

On the Capital Fund, two outstanding CD's had an Ending Market Value of \$492,208.66 and Year-to-Date interest earned of \$38,643.31. These interest generating funds are from bond fund investments.

On the Debt Service Fund, for the quarter, the Ending Market Value was \$3,060,513.66 and the Year-to-Date interest earned was \$88,837.67.

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

10. Acceptance of Adjusted Financial Reports for May & June 2025.

Financial Officer Joe Salazar presented the Adjusted Financial Reports for the May and June 2025.

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

11. Approval of invoices for July 2025.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Riddle, the Board unanimously approved all invoices for the month of July 2025 as presented.

12. Adjournment.

As there was no further business to discuss, upon a motion made by Vice Chair Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously voted to adjourn the meeting at 5:29 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

NOTICE OF MEETING
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
JULY 16, 2025

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, July 16, 2025, at 4:00 PM, at The Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas, 78572, to discuss the following agenda:

1. Call to order and establish quorum..
 2. Citizens' Participation.
 3. Approval of Minutes – April 16, 2025.
 4. Discussion and possible action regarding the acceptance of Unadjusted Financial Report ended June 30, 2025.
 5. Discussion and possible action related to Resolution No. 2025-01, Resolution of the Board of Directors of Mission Education Development Council, Inc., designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Education Development Council, Inc., and the designation of signatories on such accounts.
 6. Adjournment.
-

Minutes are as follows:

Members Present:

Richard Hernandez, Chair
Deborah L. Cordova, Vice Chair
Estella Saenz, Secretary
Jose G. Vargas
Carl Davis
Mayor Norie Gonzalez Garza

Also Present:

Greg Kerr, JGKL LLP
Mark Hanna, Hanna Solutions, Commercial
Real Estate

Absent:

Julian Alvarez, Treasurer

Staff Present:

Belen Guerrero, Exec. Director
Tecló J. Garcia, CEO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Director of Business
Development
Brianna Casares, Marketing Manager
Manuel Rodriguez, Receptionist/Marketing
Asst.

1. Call to order and Establish Quorum.

Chair Richard Hernandez called the meeting to order at 5:40 PM.

2. Citizens' Participation: None.

3. Approval of Minutes: April 16, 2025

Vice Chair Deborah Cordova moved for approval of the meeting minutes of April 16, 2025, as presented. Motion was seconded by Estella Saenz and approved 6-0.

4. Discussion and possible action regarding the acceptance of Unadjusted Financial Report ended June 30, 2025.

Financial Officer Joe Salazar presented and recommended acceptance of the financial report ending June 30, 2025.

Mr. Salazar began his report by saying that Total Assets, Liabilities and Equity were \$157,373.91. Total Revenues and Income were reported at \$125.18. Total Expenditures were \$16,000.00, resulting in a Net Income decrease of \$15,874.82.

Carl Davis moved to accept the Unadjusted Financial Report ended June 30, 2025. Motion was seconded by Vice Chair Deborah Cordova and approved 6-0.

5. Discussion and possible action related to Resolution No. 2025-01, Resolution of the Board of Directors of Mission Education Development Council, Inc., designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Education Development Council, Inc., and the designation of signatories on such accounts.

Mayor Norie Gonzalez Garza moved for the approval of Resolution No. 2025-01. Motion was seconded by Jose G. Vargas and approved 6-0.

Chairman Richard Hernandez transferred his duties to Vice Chair Deborah L. Cordova for meeting adjournment.

6. Adjournment

Vice Chair Deborah L. Cordova moved to adjourn the meeting. Motion as seconded by Secretary Estella Saenz and approved 6-0. The meeting was adjourned at 5:45 PM.

MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC. BOARD OF DIRECTORS HELD ON JULY 16, 2025 WERE APPROVED ON THIS THE 21ST DAY OF AUGUST, 2025.

Estella Saenz, Secretary

**ZONING BOARD OF ADJUSTMENTS
MAY 28, 2025
CITY HALL'S COUNCIL CHAMBERS**

ZBA PRESENT

Alberto Salazar
Humberto Garza
Heraclio Flores
William Ueckert Jr.

ZBA ABSENT

Dolly Elizondo

STAFF PRESENT

Susie De Luna
Jessica Munoz
Elisa Zurita
Alex Hernandez

GUESTS PRESENT

Yuliana Salinas
Raymundo Moreno
Daniel Garza

CALL TO ORDER

Chairman Flores called the meeting to order at 4:34p.m.

CITIZENS PARTICIPATION

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

There was none.

APPROVAL OF MINUTES FOR MAY 28, 2025

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

ITEM # 2

TO ALLOW A 6 FOOT 11 INCHES REAR SETBACK INSTEAD OF THE REQUIRED 15 FEET AT 1713 SEBASTIAN DRIVE, BEING LOT 30, THE LEGEND AT CIMARRON SUBDIVISION AS REQUESTED BY RAYMUNDO MORENO

Mr. Cervantes stated that the subject site is located at the beginning of the cul-de-sac of Princeton and Sebastian Drive. The applicant constructed a roof patio structure without obtaining the proper building permits.

City officials from the Code Enforcement Division noticed the roof patio structure in the backyard and gave the property owner a notice of violation for the construction of the structure without a building permit.

Staff recommends disapproval of the variance request as: 1) The request does not meet the standards for the issuance of a variance as described in the City of Mission Code of Ordinances; 2) The structure was built without a permit, and 3) This is a self-imposed hardship.

However, if ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed, the prevailing setbacks shall be complied with thereafter, with an acknowledgment of the utility easement, 2) obtaining a building permit, and 3) paying a double permit fee.

Chairman Flores asked if there was anyone in favor or against the variance request.

There was none.

Chairman Flores asked if the applicant was present.

Mr. Raymundo Moreno was present during the meeting. He stated that he understood the conditions if the board would approve his variance.

Chairman Flores entertained a motion to close the public hearing. Mr. Garza moved to close the public hearing. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

Mr. Salazar asked if staff knew what utilities ran through the back of the property.

Mr. Cervantes replied it could be power or cable.

Chairman Flores asked if staff knew what was in back of the property.

Mr. Cervantes replied that it was a vacant lot.

Mr. Garza asked if Mr. Moreno submitted an 811 report.

Mr. Cervantes replied no. He mentioned that if a utility company needed to go into the property to do repairs, and would damage the structure they wouldn't be responsible to fix it.

There being no further discussion. Chairman Flores entertained a motion. Mr. Garza moved to approve the variance request as per staff's recommendation. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 3

TO KEEP A 9-FOOT-8-INCH FRONT SETBACK INSTEAD OF THE REQUIRED 10-FOOT FRONT SETBACK AND A 13-FOOT-2-INCH GARAGE SETBACK INSTEAD OF THE REQUIRED 18 FEET. SETBACK, AT 2703 HARMONY LANE, BEING LOT 30, GARDEN PATH SUBDIVISION, AS REQUESTED SKUADRA CONSTRUCTION

Mr. Cervantes stated that the site is located at the Southwest corner of Harmony Lane and E. Solar Drive along the west side of Harmony Lane. The applicant is requesting a variance to keep the 9 feet 8 inches front setback instead of the required 10 feet front setback and the 13 feet 2 inches garage setback instead of the required 18 feet.

Mr. Cervantes mentioned that there was an error when setting the foundation of the townhome. He added that the second error was the garage and the mistake was made when the building permit was processed. He mentioned that the setback for a garage was 18 feet from the property line, and the site plan reflected 18 feet but not the floor plan. He stated that there is a new state law, HB1475, that allows variances to be granted if: the financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessors for the municipality under Section 26.01, Tax Code.

Staff recommends denial, but the board can consider HB 1475 in approving the variance request.

Chairman Flores asked if the board had any questions for staff.

There was none.

Chairman Flores asked if the variance would set precedence for the other homes in the subdivision.

Mr. Cervantes replied no.

Chairman Flores asked if the applicant was present.

The applicant was not present.

Mr. Salazar asked if the applicant was the builder.

Mr. Cervantes replied yes. He added that in Harlingen where he comes from, a pre-pour survey for new construction permits was required to avoid mistakes before the pouring of the foundation.

Mr. Salazar asked if the city of mission required a pre-pour survey?

Mr. Cervantes replied that it was required when the lot was an irregular shaped lot but not a regular shaped lot.

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

There being no further discussion. Chairman Flores entertained a motion. Mr. Garza moved to approve the variance request under house bill 1475. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

Chairman Flores entertained a motion to remove item #4 from the table. Mr. Garza moved to un-table item #4. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

TABLED

ITEM # 4

TO ALLOW A 6 FOOT REAR SETBACK INSTEAD OF THE REQUIRED 25 FEET REAR SETBACK FOR A SWIMMING POOL AT 2416 E. 20TH STREET, BEING LOT 58, SHARY VILLAS SUBDIVISION, AS REQUESTED BY YULIANA SALINAS

Mr. Cervantes stated that the site is located along the South side of E. 20th Street approximately 600 feet East of N. Shary Road (F.M. 494). The applicant is requesting a variance to construct a swimming pool in the rear of the property. He added that unfortunately there was no room for a swimming pool because the property had a 10-foot irrigation easement and a 15-foot utility easement.

Vice Chairman Flores asked if the applicant was present.

Mr. Hector Pena was present. He mentioned that he wanted to build a swimming pool in the back of my property. He added that it was not a fire hazard and the subdivision did not have an HOA. He stated that other properties within the same subdivision had been granted variances but for structures.

Mr. Salazar asked if he was building the standard 6 feet deep swimming pool.

Mr. Pena replied that it was not going to be that deep that he had small kids.

Chairman Flores asked if a site plan of the proposed pool was submitted to staff?

Mr. Cervantes replied that a site plan was submitted to staff, but was wrong.

Mr. Garza asked Mr. Pena if he contacted the irrigation company, to ask if it was ok for them to build a pool over the easement.

Mr. Pena replied that the contractor was in charge of that, but was not able to be present.

Mr. Garza asked who was the contractor?

Mr. Pena replied Elegante Pools. He added that what needed to be revised on the site plan, so the variance could be approved.

Mr. Cervantes replied that the property had a 10-foot irrigation easement and a 15-foot utility easement. He stated that the back yard was all easement.

Mr. Garza stated that he had no problem approving a utility easement, but to approve an irrigation district easement was tough. He added that if the applicant would provide a letter from the irrigation district then maybe he would consider it.

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

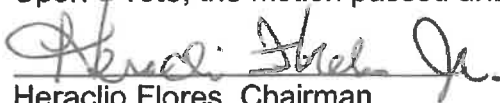
Chairman Flores entertained a motion. Mr. Garza moved to table the variance request. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

OTHER BUSINESS

There was none.

ADJOURNMENT

There being no further business, Mr. Salazar moved to adjourn. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously at 5:10 p.m.



Heraclio Flores, Chairman
Zoning Board of Adjustments

**SPECIAL ZONING BOARD OF ADJUSTMENTS
MAY 8, 2025
CITY HALL'S COUNCIL CHAMBERS**

ZBA PRESENT

Alberto Salazar
Humberto Garza
Dolly Elizondo
William Ueckert Jr.

ZBA ABSENT

Heraclio Flores

STAFF PRESENT

Susie De Luna
Jessica Munoz
Patricio Martinez
Gabriel Ramirez

GUESTS PRESENT

Mark & Deedre Payne
Melissa Miller
Blanca Morin
Victor Trevino
Carlos Lerma

CALL TO ORDER

Vice Chairwoman Dolly Elizondo called the meeting to order at 4:30p.m.

CITIZENS PARTICIPATION

Vice Chairwoman Elizondo asked if there was anyone in the audience that had anything to present or express that was not on the agenda.

There was none.

APPROVAL OF MINUTES FOR MARCH 13, 2025

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

ITEM # 2

TO ALLOW TO ALLOW A 6 FOOT REAR SETBACK INSTEAD OF THE REQUIRED 10 FEET UTILITY PLUS A 15 FEET IRRIGATION EASEMENT FOR A TOTAL OF 25 FEET REAR SETBACK FOR A SWIMMING POOL AT 2416 E. 20TH STREET, 58, SHARY VILLAS SUBDIVISION AS REQUESTED BY YULIANA SALINAS

Ms. De Luna stated that the subject site is located along the South side of E. 20th Street approximately 600 feet East of N. Shary Road (F.M. 494). The applicant is requesting a variance to construct a swimming pool in the rear of the property. Shary Villas Subdivision was recorded on October 30, 2003. The subject property fronts E. 20th Street with a width of 72 feet and a length of 128 feet on one side and 112 feet on the other side.

The Planning Staff has not received any objections to the request from surrounding property owners. Staff mailed out (16) legal notices to surrounding property owners. The applicant would like for the Board to consider the above-mentioned variance for construction of the swimming pool.

On July 19, 2023 at 2408 E. 20th Street the applicant requested a variance to keep a 1.8 feet side setback instead the required 6 feet and a 7.11 feet rear setback instead the required 15 feet for a 18feet by 30 feet open patio. The Zoning Board of Adjustments voted to approve the variance request subject to obtaining a building permit.

Staff recommends denial of the request subject to compliance with the following conditions: Must comply with the required easement and setbacks.

Vice Chairwoman Elizondo asked if the board had any questions for staff.

Mr. Garza asked if the site plan showed the pool on the easement?

Ms. De Luna replied that there was a 10-foot irrigation easement and a 15' feet utility easement. She mentioned that there was a site plan in their packet.

Mr. Garza asked if the irrigation district was ok with the variance request.

Ms. De Luna replied that staff had not receive anything from the irrigation district.

Mr. Garza asked if the applicant was present.

Mr. Victor Trevino with Elegante pools was present, he mentioned that he was trying to build the pool 7 or 8 feet from the utility easement.

Mr. Salazar asked if he had requested an 811-dig test.

Mr. Victor Trevino replied yes, and all the utilities run in the back.

Mr. Garza stated that he was not concerned about the utility easement. He mentioned that it was very hard for an irrigation company to give you consent to allow you to build over an easement.

Mr. Victor Trevino replied that they were not building the cement panel in the back of the easement. He mentioned that the water would be within the setback.

Ms. Elizondo stated that the revised site plan didn't show that. She mentioned that the site plan was wrong, that it showed the utility and irrigation easement in the front of the property.

Mr. Garza mentioned for Mr. Trevino to speak to the irrigation district, and ask if they allow him to build over the easement.

There being no further discussion. Vice Chairwoman Dolly Elizondo entertained a motion. Mr. Garza moved to table the variance request. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 3

TO ALLOW A TOTAL OF 4,982.00 SQUARE FEET, INSTEAD OF THE MAXIMUM 2,125.60 SQUARE FEET WHICH EQUALS TO 40 PERCENT ALLOWED FOR ACCESSORY STRUCTURES, AT 3009 N. GLASSCOCK ROAD, BEING A .87 ACRE TRACT OF LAND OUT OF THE NORTH 600 FEET OF THE SOUTH 1,016.00 FEET AND A .97 ACRE TRACT OF LAND OUT OF THE NORTH 600 FEET OF THE SOUTH 1,016.00 FEET OF THE EAST 330 FEET BOTH OUT OF LOT 282, JOHN H. SHARY SUBDIVISION, AS REQUESTED BY MARK M. & DEEDRE PAYNE

Ms. De Luna stated that the site is located at the Southwest corner of N. Glasscock Road and Payton Drive. The applicant is requesting a variance to construct a gym, cabana, covered porch, and

greenhouse for a total of 4,982.00 square feet instead of the maximum 40 percent being 2,125.60 square feet. There is currently an existing 5,314 square foot single-family residence on the property. The applicant is proposing to build a gym, cabana, covered porch and a greenhouse.

The Planning Staff has not received any objections to the request from surrounding property owners. Staff mailed out (25) legal notices to surrounding property owners. The applicant would like the Board to consider the above-mentioned variance for construction of the accessory structures.

Staff recommends denial of the request subject to compliance with the following conditions:
Must comply with required maximum 40 percent being 2,125.60 square feet.

Vice Chairwoman Elizondo asked if the board had any questions for staff.

Mr. Garza asked what was the proposed side setback?

Mr. Mark M. Payne & Deedre Payne were present, he mentioned that they were proposing 6 feet on the side setbacks and 20 feet in the rear setback.

Ms. De Luna stated that the only concern was the maximum square footage allowed.

Mr. Garza asked what was the total acreage of the property.

Mr. Mark M. Payne & Deedre Payne replied 1.84 acres.

Mr. Salazar asked when the city commission first thought about limiting the total square footage of accessory structures. Was there something that caused them to reduce size?

Ms. De Luna replied that the purpose was for accessory structures not to be larger than their home.

Mr. Garza mentioned that he could see the issue on a half-acre lot or less, like your regular 50'x100' lots. But acreage smiler to what was being presented was not a a problem.

Vice Chairwoman Elizondo asked if there was anyone in favor or against this request.

There were none.

Vice Chairwoman Elizondo entertained a motion to close the public hearing. Mr. Garza moved to close the public hearing. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

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

ITEM # 4

TO ALLOW AN ACCESSORY STRUCTURE (CARPORT) TO ENCROACH EIGHT (8) FEET INTO THE REQUIRED EIGHTEEN (18) FOOT FRONT YARD SETBACK FOR CARPORTS IN A R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) AT 614 RAMIREZ LANE, BEING LOT 7, MAYBERRY GARDENS SUBDIVISION, AS REQUESTED BY JEFFERY MILLER

Ms. De Luna stated that the site is located along the south side of Ramirez Lane approximately 386' west of Mayberry Road. The applicant is requesting a variance to allow an accessory structure (carport) to encroach eight (8) feet into the required eighteen (18) foot front yard setback for carports to allow for protection of his vehicles during inclement weather. There is currently an existing 2,060 square foot single-family residence on the property. The applicant constructed a 20'x20' carport without obtaining the proper building permit. The applicant shared that he asked the builder several times if a permit was required for the proposed carport and was told all the times that no permit was required. The applicant is a 100% disabled veteran and federal officer and didn't mean to break any rules. He was just not aware that a permit was needed until he was told by a Code Enforcement Officer.

Staff notes that ZBA has considered and approved the following variance within this subdivision: 10' front yard setback for Lot 19 on 3/16/11.

Staff has not received any calls regarding the variance request. Staff mailed out 24 notices to the surrounding property owners.

Staff recommends disapproval of the variance request as: 1.) The request does not meet the standards for the issuance of a variance as described in the City of Mission Code of Ordinances; 2) The carport was built without a permit, and 3.) This is a self-imposed hardship.

Vice Chairwoman Elizondo asked if the board had any questions for staff.

Vice Chairwoman Elizondo asked if the applicant was considered for the Accommodation Review Board.

Ms. De Luna replied that she did ask the applicant, and the applicant didn't think he would qualify.

Mrs. Melissa Miller who resides at 614 Ramirez, mentioned that they were unaware of anything that was happening. She added that her husband could not attend, since he was in a training in Georgia.

Mr. Ueckert asked if there were similar carports in the area/subdivision.

Mrs. Melissa Miller replied yes.

Mr. Salazar asked when was the carport built?

Mrs. Melissa Miller replied in April.

Ms. De Luna mentioned that a 10' front setback was granted for Lot 19, Mayberry Gardens Subdivision which is the same subdivision as the one being presented.

Mr. Salazar asked Mrs. Miller, how much did the carport cost?

Mrs. Melissa Miller replied \$2,300.

Vice Chairwoman Elizondo asked if there was anyone in favor or against the variance request.

Vice Chairwoman Elizondo entertained a motion to close the public hearing. Mr. Garza moved to close the public hearing. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

Vice Chairwoman Elizondo entertained a motion. Mr. Garza moved to approve the variance request subject to: signing a hold harmless agreement; and for the carport to remain perpetually open to its foot print. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 5

TO ALLOW A TOTAL OF 4,428 SQUARE FEET INSTEAD OF THE MAXIMUM 2,802 SQUARE FEET, WHICH EQUALS 40 PERCENT ALLOWED FOR AN ACCESSORY STRUCTURE FOR AN ENCLOSED STORAGE/GARAGE BUILDING AT 1907 ROYAL PALM DRIVE, BEING LOT 33B, SOUTHWIND ESTATES UNIT II SUBDIVISION, AS REQUESTED BY CARLOS LERMA

Ms. De Luna stated that the site is located at the Northwest corner of Terrace Drive and Royal Palm Drive. The applicant is requesting a variance to construct a Garage/Storage Building for a total of 4,428.00 square feet instead of the maximum allowed of 2,802 square feet. There is currently an existing 7,005-square-foot single-family residence on the property. The applicant is proposing to build a garage and a storage building.

The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (30) legal notices to surrounding property owners. The applicant would like the Board to consider the above-mentioned variance to allow the construction of the accessory structure.

Staff recommends denial of the request, subject to compliance with the following conditions:
Must comply with the required maximum of 40 percent, 2,125.60 square feet.

Vice Chairwoman Elizondo asked if the board had any questions for staff.

There were none.

Mr. Carlos Lerma who resides at 1907 Royal Palm Drive was present, he mentioned that the structure he was proposing to built was already there but caught on fire in 2021. He added that the concrete pad was also there and was not adding anything different.

Mr. Ueckert asked that if the structure being proposed was meeting the required setbacks.

Ms. De Luna replied that the variance being requested was for the square footage.

Mr. Ueckert asked if it was for personal use?

Mr. Carlos Lerma replied that it was only for him and his family.

Vice Chairwoman Elizondo asked if there was anyone in favor or against the variance request.

There were none.

Vice Chairwoman Elizondo entertained a motion to close the public hearing. Mr. Salazar moved to close the public hearing. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion. Vice Chairwoman Dolly Elizondo entertained a motion. Mr. Salazar moved to approve the variance request. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM # 6

TO ALLOW A TOTAL A 6' REAR SETBACK INSTEAD OF THE REQUIRED 10' FOR A 26' BY 28' DETACHED REAR PATIO STRUCTURE, AT 3106 HILLCREST DRIVE, BEING LOT 20, HILLCREST VALLEY SUBDIVISION, AS REQUESTED BY BLANCA MORIN

Ms. De Luna stated that the site is located along the East side of Hillcrest Drive approximately 360 feet South of 2 Mile Road. The applicant is requesting a variance to keep an already-constructed detached roof patio structure. City officials from the Code Enforcement Division noticed the detached roof patio structure in the backyard and gave the property owner a notice of violation for the construction of the structure without a building permit. The eastern edge of the structure metal posts are located six (6) feet from the rear property line. There is no history of variances in this subdivision.

The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out 16 legal notices to surrounding property owners.

Staff recommends denial. The structures need to be modified or removed to comply with the required setbacks within 60/90 days. However, if ZBA is inclined to approve this variance request then the applicant would need to comply with the following: 1) Sign a hold harmless agreement stating that the structure will remain perpetually "open and to its footprint" and if the structure is ever removed, the prevailing setbacks shall be complied with thereafter, with an acknowledgment of the utility easement 2) obtaining a building permit fee, and 3) accessing a double permit fee.

Vice Chairwoman Dolly Elizondo asked if the board had any questions for staff.

There were none.

Vice Chairwoman Elizondo asked if the applicant was present.

Mrs. Blanca Morin who resides at 3106 Hillcrest Drive was present, she mentioned that when she purchased the home she didn't need a permit since the home was passed two-mile line. She added that when the porch was built they didn't check how close it was to her fence. She stated that she uses the porch for family gatherings, and would like to keep her porch since she's still paying for it and doesn't have the money to remove it.

Mr. Salazar stated that if the variance would be approved, what could happen in the future was that the porch could be enclosed and the city would not be able to do anything if the variance was granted.

Mr. Garza asked if it was possible to relocate the poles within the easement?

Mrs. Blanca Morin replied that she thought about relocating the poles. However, if the poles were relocated it would take money, and didn't think it was possible because the roof was not flat.

Mr. Salazar asked what was behind her property.

Mrs. Blanca Morin replied that it was a canal.

Mr. Garza mentioned that it was not a canal, that it was a drainage ditch.

Mr. Ueckert asked that what utilities ran through the property?

Ms. De Luna replied that an 811 dig test had not been requested.

Vice Chairwoman Elizondo asked if what was shown in aerial was a concrete pad?

Mrs. Blanca Morin replied that the floor was built to eventually place a shed over it.

Mr. Garza asked if other variances had been approved in the subdivision.

Ms. De Luna replied that there was no history of any variances being approved in that subdivision.

Mr. Ueckert stated that it was an electrical easement.

Ms. De Luna mentioned that the plat showed it was a utility easement, but not exactly what type of utility it was.

Mrs. Blanca Morin stated that she was aware that there was a gas line in the back of her lot. She mentioned that the gas line ran right in the middle of her neighbor's property but not in hers.

Mr. Garza mentioned that his main concern was that the structure was two walls away from being enclosed.

Mrs. Blanca Morin stated that the porch was built detached from the home, because she was informed that the taxes are higher when the porch was attached to the home since it was part of it.

Mr. Garza mentioned that any structure with a roof would increase her taxes. He added that what was the purpose of the porch being framed.

Mrs. Blanca Morn replied that it was to be used like a mount for her tv and stuff. She added that they also installed some plumbing to build a restroom in the future.

Vice Chairwoman Elizondo stated that if the porch had plumbing and electrical it could be converted into a living space.

Mrs. Blanca Morin mentioned that the porch had no electricity.

Vice Chairwoman Elizondo stated if a tv was able to be connected, that meant there was electricity.

Mrs. Blanca Morin replied that an extension cord was being used for electricity.

Mr. Garza asked if Mrs. Elizondo was willing to remove the wall?

Mrs. Blanca Morin replied that she thinks she can. She mentioned that she had no issues with the porch until the wall was built. She added that the wall was built to protect the 2x4 from getting moldy.

Mr. Garza asked when was the porch built?

Mrs. Blanca Morin replied 3 years ago.

Mr. Garza asked that if there was any way to relocate the 3 poles to clear the 4-foot utility easement.

Mrs. Blanca Morin replied move the poles inside and remove the cement.

Mr. Garza stated no, the overhang could stay over the easement the poles are the ones that need to be relocated 4 feet.

Mrs. Blanca Morin agreed to move the poles to meet required setbacks.

Vice Chairwoman Elizondo asked if there was anyone in favor or against the variance request.

There were none.

Vice Chairwoman Elizondo entertained a motion to close the public hearing. Mr. Salazar moved to close the public hearing. Mr. Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

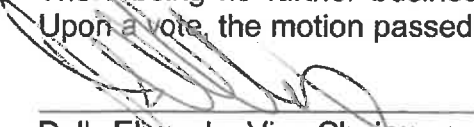
There being no further discussion Vice Chairwoman Elizondo entertained a motion. Mr. Garza moved to deny the variance request as presented. Mr. Salazar seconded the motion. Upon a vote, the motion passed unanimously.

OTHER BUSINESS

There was none.

ADJOURNMENT

There being no further business, Mr. Ueckert moved to adjourn. Mr. Garza seconded the motion. Upon a vote, the motion passed unanimously at 5:25 p.m.



Dolly Elizondo, Vice Chairwoman
Zoning Board of Adjustments

**ACCOMODATIONS REVIEW BOARD
MAY 8, 2025
CITY HALL'S COUNCIL CHAMBERS**

ZBA PRESENT

Alberto Salazar
Dolly Elizondo
Humberto Garza
William Ueckert Jr.

ZBA ABSENT

Heraclio Flores

STAFF PRESENT

Susie De Luna
Patricio Martinez
Jessica Munoz
Gabriel Ramirez

GUESTS PRESENT

Edgar Roberto Gomez
Mr. & Mrs. Ruben Sanchez

CALL TO ORDER

Vice Chairwoman Dolly Elizondo called the meeting to order at 5:25 p.m.

ITEM #3

TO CONSIDER A SPECIAL ACCOMMODATION REQUEST TO ALLOW ACCESSORY STRUCTURES (CARPORT) TO ENCROACH 20 FEET INTO THE REQUIRED TWENTY (20) FOOT FRONT YARD SETBACK AND A 1-FOOT SIDE YARD SETBACK INTO THE REQUIRED SIX (6) FOOT SIDE YARD SETBACK IN A R-1 (SINGLE-FAMILY RESIDENTIAL DISTRICT) AT 114 RESPLANDOR, LOT 6, BLOCK 8, TIERRA DORADA SECTION 2 SUBDIVISION AS REQUESTED BY ROBERTO GOMEZ

Ms. De Luna stated that the applicant is requesting a special accommodation request to keep a 22'x20' carport. The applicant's illnesses include open heart surgery, dialysis, anxiety, and depression. The carport is very helpful because when he is done with his dialysis he goes outside to relax this helps with the anxiety and depression.

Staff notes that these structures were built without obtaining the proper permits. Our Code Enforcement Officers have an on-going case in Municipal Court regarding these structures. Tierra Dorada Section 2 Subdivision was recorded on July 19, 1983. The subject property fronts Resplandor Street with a width of 60 feet and a length of 100 feet. The subject lot has an area of 6,000 square feet.

Staff recommends approval of the special accommodation request subject to: 1) Signing a hold harmless agreement stating that the structures will remain perpetually "open and to its footprint" and if ever removed, the prevailing setbacks shall be complied thereafter; 2) Obtain a building permit and assess a double permit fee; and 3) Submit structural engineer plans of the existing structures.

RECOMMENDATION: Approval.

Vice Chairwoman Dolly Elizondo asked if the board had any questions for staff.

There was none.

Vice Chairwoman Dolly Elizondo asked if staff had all the documentation to confirm the medical need?

Ms. Susana De Luna replied that there was only certain information that can be asked from the applicant. She added that a letter was provided from the doctor.

Vice Chairwoman Dolly Elizondo asked if the applicant was present.

Mr. Roberto Gomez Ruiz who resides at 114 Resplendor, mentioned that he built the carport in 2021 before he got sick. He stated that he was not aware at the time that the carport was built, that a permit was needed. He added that he uses the carport to sit outside when he is depressed or has anxiety.

Vice Chairwoman Dolly Elizondo entertained a motion to close the public hearing. Mr. William Ueckert moved to close the public hearing. Mr. Alberto Salazar seconded the motion. Upon a vote, the motion passed unanimously.

There being no discussion. Vice Chairwoman Dolly Elizondo entertained a motion. Mr. Alberto Salazar moved to approve the special accommodations request as per staff recommendation. Mr. Humberto Garza seconded the motion. Upon a vote, the motion passed unanimously.

ITEM #4

TO CONSIDER A SPECIAL ACCOMMODATION REQUEST TO ALLOW ACCESSORY STRUCTURES (CARPORT & STORAGE SHED) TO ENCROACH 2 FEET 8 INCHES INTO THE REQUIRED EIGHTEEN (18) FOOT FRONT YARD SETBACK AND TO ALLOW A 0 FOOT SIDE YARD SETBACK INTO THE REQUIRED SIX (6) FOOT SIDE YARD SETBACK IN A R-1 (SINGLE-FAMILY RESIDENTIAL DISTRICT), AT 2604 TRUMAN AVENUE, BEING 0.38 ACRES OF LAND, MORE OR LESS, OUT OF LOT 26-2, WEST ADDITION TO SHARYLAND SUBDIVISION OF PORCIONES 53 TO 57, AS REQUESTED BY RUBEN SANCHEZ

Ms. De Luna stated that the applicant is requesting a special accommodation request to allow the following: 1) a 12'x23' carport to encroach 2 feet 8 inches (2'8") into the required eighteen (18) foot front yard setback and to allow a 0-foot side yard setback into the required six (6) foot side yard setback, and 2) an 8'x6' storage shed to encroach four (4) feet into the required 6' foot side yard setback. Due to the applicant's illnesses (open heart surgery & chronic kidney disease), he is required to always be under the shade to recover from suffering further trauma.

Staff notes that these structures were built without obtaining the proper building permits. Our Code Enforcement Officers have an on-going case in Municipal Court regarding these structures. West Addition to Sharyland was recorded on April 21, 1918. The subject property fronts Truman Avenue with a width of 117 feet and a length of 110 feet. The subject lot has an area of 14,810.4 square feet.

Staff recommends approval of the special accommodation request subject to: 1) Signing a hold harmless agreement stating that the structures will remain perpetually "open and to its footprint" and if ever removed, the prevailing setbacks shall be complied thereafter; 2) Obtain a building permit and assess a double permit fee; and 3) Submit structural engineer plans of the existing structures.

RECOMMENDATION: Approval.

Vice Chairwoman Dolly Elizondo asked if the board had any questions for staff.

Mr. Alberto Salazar asked if there were two single family dwellings on the property?

Ms. Susana De Luna replied that the appraisal district had two structures that indicated single family dwellings.

Vice Chairwoman Dolly Elizondo asked if the applicant was present.

Mr. & Mrs. Ruben Sanchez were present, she mentioned that they have resided at 2604 Truman Avenue since 1987. She stated that the street in front of her home which is Los Ebanos Road used to be a caliche street. She added that the carport could've been built in front of her property, but Los Ebanos Road had become a racing track. She mentioned that Mr. Sanchez had open heart surgery and uses the carport for shade when Mr. Sanchez gets tired from walking from one point of her yard to another, and to park her car so he can wait in the shade while she opens her house.

Mr. Alberto Salazar asked if property was purchased from them.

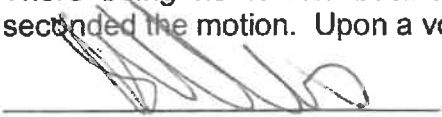
Mr. & Mrs. Ruben Sanchez replied that she had an understanding that 10 feet onto Los Ebanos Road belonged to them. She mentioned that when the subdivision around their home was being developed, the developers would knock on her door, to ask them to sell their property to them. She added that the developers would only give her enough money to go into another home. She stated that she would tell them this is our home we are not going anywhere.

Vice Chairwoman Dolly Elizondo entertained a motion to close the public hearing. Mr. Humberto Garza moved to close the public hearing. Mr. William Ueckert seconded the motion. Upon a vote, the motion passed unanimously.

There being no further discussion. Vice Chairwoman Dolly Elizondo entertained a motion. Mr. William Ueckert moved to approve the special accommodation request as per staff recommendation. Mr. Humberto Garza seconded the motion. Upon a vote, the motion passed unanimously.

5 ADJOURNMENT

There being no further business, Mr. William Ueckert moved to adjourn. Mr. Humberto Garza seconded the motion. Upon a vote, the motion passed unanimously at 5:42 p.m.



Dolly Elizondo, Vice Chairwoman
Accommodations Review Board

**PLANNING AND ZONING COMMISSION
AUGUST 6, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

Diana Izaguirre
Kevin Sanchez
Irene Thompson
Omar Guevara

P&Z ABSENT

Raquenel Austin
Steven Alaniz
Connie Garza

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Elisa Zurita
Gabriel Ramirez
Susie De Luna

GUEST PRESENT

Karen Prewitt
Mitchell Lerma
Lourdes Lerma
Roberto Delgado
Leonel Cantu
Gerardo Benavides
Elizabeth Lopez
Henry Reyes
Mei Pentecost
Jason Anderson
Julio Gutierrez
Rado K. Nedkov

CALL TO ORDER

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

DISCLOSURE OF CONFLICT OF INTEREST

Chairwoman Izaguirre had a conflict of interest for Item 9.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR JULY 16, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for July 16, 2025. Ms. Thompson moved to approve the minutes as presented. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:31 p.m.

Ended: 5:32 p.m.

Item #2

Rezoning:

**Being 1.50 acres out of Lot 64,
New Caledonia Unit No. 1 Subdivision,
the site is located at the Southeast Corner
of W. Mile 3 and La Homa Roads,
AO-I to C-3
CEI Engineering Associates, Inc. and
Murphy Oil USA, Inc.**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Agricultural Open Interim District ("AO-I") to General Business District ("C-3") for the proposed development of a Murphy Convenience Store with a Gas Station. The tract of land measures 233.68 feet along W.

Mile 3 Road and 226.45 feet along La Homa Road. The surrounding zones are Agricultural Open Interim (A-OI) in all directions. The surrounding land uses are agricultural land to the north, south and east and the La Joya ISD East Academy and a Sharyland Water Supply Corporation Water Tower are both located to the west. The subject property is used as farmland. The Future Land Use Map shows the subject property as General Commercial. The requested zoning is in line with the future land use map designation for the property. Notices were mailed to 4 surrounding property owners. Planning staff has not received any phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:32 p.m.

Ended: 5:33 p.m.

Item #3

Conditional Use Permit:

**To allow a convenience store and fuel station in
in a General Business District (C-3) – Murphy USA,
Being 1.50 acres out of Lot 64, New Caledonia Unit
No. 1 Subdivision, the site is located at the
Southeast Corner of W. Mile 3 and La Homa Roads,
C-3
CEI Engineering Associates, Inc. and
Murphy Oil USA, Inc.**

Mr. Cervantes stated the site is located at the Southeast corner of W. Mile 3 Road and La Homa Road. The site will include a 2,824 sq. foot building and 6 fuel pumps. Access to the proposed building would be via a 36-foot-wide driveway off La Homa Road and W. Mile 3 Road. Pursuant to Section 1.43 (3)(b) of the City of Mission Code of Ordinances, a gasoline service station or retail outlets where gasoline products are sold require the approval of a conditional use permit by the City Council. The proposed hours of operation are as follows: Monday – Sunday, 24Hours. The working staff will be 3 employees in different shifts. Parking: In reviewing the floor plan, there are 15 parking spaces. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (4) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff Recommendation: 1) Staff recommends Approval

for Life of Use with the understanding that the permit can be revoked; 2) Must apply for a building and sign permit; 3) Must comply with all City Codes (Building, Fire, Health, etc.); 4) Must obtain a business license prior to occupancy; and 8) CUP is not transferable to others.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:33 p.m.

Ended: 5:40 p.m.

Item #4

**Conditional Use Permit
Renewal:**

**To keep three (3) portable buildings in a
(P) Public Zoning District,
Being Lot 1, Nido De Aguila Subdivision
915 W. Expressway 83
P
Excellence in Leadership Academy**

Mr. Cervantes stated the subject site is located at the southwest corner of S. Olmo Street and the south side of U.S. Expressway 83 Frontage Road. Per Code of Ordinance, portable buildings require the approval of a Conditional Use Permit by the City Council. The applicant is requesting to keep (3) 24' x 70' portable buildings for Excellence in Leadership Academy a public charter school. As a public charter school, the funding is solely determined by student enrollment and attendance. Like many other schools, they experienced a significant decline in enrollment during the COVID-19 pandemic, which affected both revenues and long-term capital planning. The school currently has 167 students and uses the buildings as classrooms. The portable buildings accommodate 2 classrooms each for a total of 6, which will allow for 20 students per classroom. Access to the facility is available from Expressway 83 and South Olmo Street. Student drop-off will be located along the east side of the building. The proposed days and hours of operation are Monday–Friday from 8:00 am to 5:00 pm on regular days and during the summer 8:00 am to 12:00 pm. Staff: 4 teachers. Parking: The educational component of the church will operate during the non-church hours and utilize the existing 239 parking spaces on-site. The last conditional use permit for this location was approved on July 22, 2024 for 1 year, at which time the applicant would need to apply for a permit to construct a permanent structure at this location. The applicant is currently leasing the facility from the Luz para las Naciones Church. They plan to acquire land and build a permanent campus however; the pandemic delayed this timeline due to funding reductions. They are not requesting a permanent exemption, only time and flexibility to rebuild responsibly. Removing the portable

buildings at this time would disrupt instruction and possibly require them to reduce enrollment as well. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (44) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) 1-year permit to continue to assess this conditional use permit; 2) Continued compliance with all City Codes (Building, Fire, Sign codes, etc.); 3) CUP is not transferable to others; 4) Hours of operation to be as follows: Monday – Friday from 8:00 am to 5:00 pm for Regular Days & 8:00 am to 12:00 pm during the summer.

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

Ms. Elizabeth Lopez resides at 13108 Verde Avenue in Edinburg, TX she is the interim superintendent of Excellence in Leadership Academy they are wanting the renewal of the conditional use permit for the portable buildings since this is the area they house the middle school students. She mentioned with the years with COVID and students decided to be homeschooled they have lost some of the enrollment but this year they are growing with student enrollment and she would like for the permit to be reconsidered and approved.

Mr. Harry Reyes Romero resides at 1820 East Harding Avenue Alton, Texas. He is currently the board president at Excellence in Leadership Academy. He stated as Ms. Lopez stated its essential for them to have the portable units. He mentioned they are in the process of expanding the school district as long as student enrollment allowed it. He stated they would be looking into considering purchasing some land and building a more permanent building. He stated he understood the city doesn't like portable buildings in the city but its essential for the school.

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

Chairwoman Izaguirre asked the board if they had any other questions.

Ms. Thompson asked how many students they had enrolled last year compare to this year.

Ms. Lopez stated they have 172 students currently enrolled and last year they have students from pre-k to 5th grade and the middle school from 6th to 8th grade.

Ms. Thompson asked how many students did she have last year.

Ms. Lopez stated they had 183 students.

Ms. Thompson asked the students that enroll in pre-k do they stay till 8th grade.

Ms. Lopez stated yes, they usually do. She stated they had (20) 8th grade classes graduate last year. They typically keep the classes 20 student each.

Mr. Sanchez asked what is the long-term plan.

Ms. Lopez stated they are hoping to buy property to move middle school to the new campus. They are looking for property to build. She mentioned they had lost students and they had over 300

students and they did decrease in students but they are slowly increasing also they only get funding through attendance and membership.

Mr. Sanchez asked what is the probability of the school finding a property to buy and build and when would they dispose of the portable buildings.

Ms. Lopez stated she doesn't see them moving the middle schoolers in a year but they would be working very hard to make that accomplishment.

Mr. Sanchez asked if they would ask for an extension again next year since they have asked last year for the same extension.

Ms. Lopez stated Yes, they understand that they were going to be working with the board and with the founder who is a pastor of the church and see if more space can be found in the church building or if they would need to look elsewhere. She mentioned they are looking for a property to purchase.

Ms. Thompson asked how many portable buildings are there.

Ms. Lopez stated they are three portable buildings.

Ms. Thompson asked the conditional use permit is for the portable buildings.

Mr. Cervantes stated yes its for only the portable buildings not for the school.

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

Started: 5:40 p.m.

Ended: 5:47 p.m.

Item #5

**Conditional Use Permit
Renewal:**

**The Sale & On-site consumption of Alcoholic
beverages – Moon Restaurant Mixology in a
Property Zoned General Business District (C-3),
Being Lot 11, Block 3, Shary Gardens Subdivision
1603 E. Griffin Parkway
C-3
American Restaurants, LLC
c/o Lourdes Lerma**

Mr. Cervantes stated the subject site is located at 1603 E. Griffin Parkway 83 within the Shary Gardens Commercial Plaza. Per the Code of Ordinance, the Sale & On-Site Consumption of Alcoholic Beverages requires the approval of a Conditional Use Permit by the City Council. This business has been in operation since August 2024 and has a bar component. According to the applicant, 70 percent of the total sales are food related, and 30 percent are alcoholic beverages related. The hours of operation are as follows: Monday thru Tuesday from 4:00 p.m. to 12 a.m., Wednesday thru Saturday from 4:00 p.m. to 2:00 a.m. and Sundays from 10:00 a.m. to 12:00 a.m. Staff: 18 employees in different shifts. Parking: There are a total of 170 seating spaces available, which require 57 parking spaces. It is noted that the parking is held in common and there are 119 parking spaces that are shared with the other businesses within the commercial plaza. The business is in compliance with Chapter 6, Section 6-4 of the code of ordinances which requires that no alcoholic beverages be sold within 300' of a church, public or private school, or public hospital. There

is a residential subdivision within 300 feet, however P&Z and City Council have waved this separation requirement in previous conditional use permits. The last conditional use permit use approved for this location was on August 26, 2024 for a period of one (1) year. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (22) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval with the conditions below: 1) Permit for two (2) years to continue to assess this business; 2) Continued compliance with all City Codes (Building, Fire, Health, etc.); 3: Waiver of the 300' separation requirement from the residential homes; 4) Continued compliance with TABC requirements; 5) CUP is not transferable to others; 6) Must have security cameras inside and outside with a minimum 30-day retention; 7) no noise shall be heard from the house to the south ; 8) Maximum occupancy to be 200 people at all times; and 9) Hours of operation: Monday thru Tuesday from 4:00 p.m. to 12 a.m., Wednesday thru Saturday from 4:00 p.m. to 2:00 a.m. and Sundays from 10:00 a.m. to 12:00 a.m.

Chairwoman Izaguirre asked if there were any phone calls in opposition.

Mr. Cervantes stated yes, they did receive one phone call in opposition.

Chairwoman Izaguirre asked if it was the neighbor in the rear.

Mr. Cervantes stated yes, her main concern was about the trash in the dumpsters. He mentioned they met at the site on Monday and was able to address her concern about the dumpsters. He stated after the meeting she expressed another concern about not having music in the business and the late hours of operation. He stated he told her they couldn't regulate no music inside the business.

Ms. Thompson asked regarding the music has there been noise complaints.

Mr. Cervantes stated they did consult with PD and there were no noise complaints in the past year.

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

There was none.

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

Chairwoman Izaguirre asked the board if they had any other questions.

Mr. Sanchez asked what was Mr. Cervantes change to the recommendation.

Mr. Cervantes stated his change was for #7 No noise shall be heard from the property to the north.

The board agreed the Must comply with the noise ordinance was better than the No noise shall be heard from the property to the north.

There being no further discussion, Chairwoman Izaguirre entertained a motion. Mr. Guevara moved to approve the conditional use permit renewal request with Must comply with the noise ordinance. Mr. Sanchez seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:47 p.m.

Ended: 5:48 p.m.

Item #6

Site Plan Approval:

**Construction of a temperature controlled self-storage facility named JAFRI Self-Storage on a 2.51 acre tract of land, more or less, out of and forming a part of Lot 28-6, West Addition to Sharyland Subdivision
C-3
Syed Husain**

Mr. Ramirez stated the agenda item is for the construction of a privately-owned and operated temperature-controlled self-storage facility. The subdivision is being designed for C-3 (General Business District) construction allowing for this type of business. The site will be compliant to its zoning requirements including setbacks and allowable uses. Submittal of the Site Plan will ensure compliance with the zoning ordinance and to assist in the orderly development of the community. The property is between Dawson Lane and E. 30th Street on the West side of N. Conway Ave. This is an undeveloped site to be subdivided and include the extension and installation of utility services. This project will be a 2-story building measuring a grand total of 26,563 square feet. The first floor will measure 13,300 square feet housing 89 units and will include a porch and a carport; the second floor will measure 12,646 square feet which will consist of 93 units. This site will have frontage to N. Conway Avenue and a 24 feet access easement along the North side which is paved and equipped with curb and gutters. There will be 8 parking stalls allocated to this development. The storage units will be accessible by drive access lanes. Landscaping is to comply with the City's regulations and code ordinances and a lighting plan has been reviewed so that nearby residential properties will not be affected. There will be one enclosed dumpster located within the site to be screened with a solid buffer and opaque gates No more than two permanent signs shall be allowed on one lot, except those lots with double frontage, in which case a maximum of three permanent signs will be permitted with at least one sign on each frontage. Staff recommends approval of the Site Plan as submitted.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:48 p.m.

Ended: 5:49 p.m.

Item #7

Site Plan Approval:

**Construction of a 72-unit multifamily living community on a 4-acre tract of land out of Lot 10-7, West Addition to Sharyland Subdivision, R-3
MHA Conway Village**

c/o Rioplex Engineering, LLC

Mr. Ramirez stated Brownstone Affordable Housing has partnered with the Mission Housing Authority to develop MHA Conway Village, a Texas Department of Housing Community Affairs funded, serving low-income families in Mission. The subdivision is being designed for R-3 (Multifamily Residential District) type construction. The site will be compliant to its zoning requirements to include setbacks and restrictions. The property is located on the East side of S. Conway Boulevard, approximately 300 feet North of Military/Los Indios Parkway. The property is currently open with a proposed use of 1 multifamily lot. MHA Conway Village will consist of 72 apartments units organized into 3 wood framed, garden style buildings, each 3 stories in height. Also, included is a single-story, wood framed free standing leasing office/clubhouse, shade covered children's playground, and a dog park. The project is served via surface parking and a detention pond. The proposed units will range from 1-bedroom to 3-bedroom apartments: 24 – one bedroom units; 36 – two bedrooms units; and 12 – three bedrooms units. The subdivision has frontage to a 70-foot right-of-way (Pena St.) being part of the new development El Milagro Subdivision Phase I. This will be a public street complete with curb and gutters, drainage, and utilities. The minimum number of paved, striped off-street parking spaces required are 2 for each apartment for a grand total of 144 spaces. A landscaping plan is required to be submitted for review and compliance per subdivision ordinance Ch. 98 Subdivision – Landscaping regulations. Staff recommends approval of the Site Plan as submitted.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:49 p.m.

Ended: 5:53 p.m.

Item #8

Plat Approval

Subject to conditions:

**The Proposed Meadow Way at Meadow Creek Subdivision,
A 0.551-acre, 0.615-acre, and 0.611-acre tracts of land,
forming part of Meadow Creek Country Club Subdivision
Phase 1-B,**

R-1

Developer: LAC Enterprises

Engineer: Benavides Engineering

Mr. Ramirez stated Meadow Way at Meadow Creek Subdivision consists of a fourteen single family residential lots and it is located within the Meadow Creek Country Club Subdivision Phase 1-B. This subdivision will have access to existing streets (Crystal Drive for tracts 2 & 3; Meadow Way Drive for tract 1), sewer and water main lines, and access to drainage detention ponds within the neighborhood. The Engineering Department has reviewed and approved the drainage report. These tracts of land were rezoned from AO-I to R-1 on February 14, 2024 by P&Z and approved by City Council on February 26, 2024. All the lots are more than 5,000 square feet in area. The required Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), Conveyance or Payment of Water Rights (\$3000xac.), and all other format findings will be complied with prior to the City Council

approval. All items on the subdivision checklist will be addressed prior to the recording of the plat. Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, and approval of the infrastructure from the different City departments as per the approved construction plans.

Mr. Cervantes stated Ms. Karen Prewitt is wanting to speak on the item.

Ms. Karen Prewitt resides at 2101 Mauve Drive in Mission. She stated this was approved for Single Family Residential zoning in April of last year and at that time it they did say that when it was presented as the subdivision that a plat note could be added for one story homes only. She mentioned she spoke with Mr. Cervantes before and he said that was not the case. She stated that would be her concern and if it is possible to add that plat note because when it was approved by the city council to go from agriculture to Single Family Residential that they did want to include that requirement.

Mr. Jerry Benavides resides at 520 Hunter Drive, Alamo, Texas. He stated he is the Engineer of record representing Leonel Cantu. He stated they are presenting this project. He mentioned they are meeting the 50 foot minimum width along with the 5,000 square foot lot sizes for Single Family Residential development. He stated he was listening to Ms. Karen's notes. He stated they presented this to the city and they haven't seen any comment or formal documentation stating any restrictions on the development of the property.

Mr. Cervantes stated when the rezoning was done last year that he believes there was some discussions about that, but he consulted with the city attorney and she stated that the city has no legal authority to require a plat note restricting the homes to one story.

Mr. Sanchez asked was it for one story houses.

Mr. Cervantes stated yes. He added that only the developer has that authority to impose a restriction like that and it would be in the deed restrictions. He mentioned it would be the only way, but it's up to the developer.

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Chairwoman Izaguirre abstained for item #9.

Started: 5:53 p.m.

Ended: 5:55 p.m.

Item #9

**Plat Approval
Subject to conditions**

**A lot without frontage to a public street for,
Izagi Subdivision, a 2.5- acre tract of land,**

**& Consideration of a
Variance:**

**more or less, being the West 726 feet of North
10 acres of the South 20 acres of Lot 293,
John H. Shary Subdivision
AO-I
Developer: Diana Izaguirre
Engineer: Izaguirre Engineering Group, LLC**

Mr. Ramirez stated that the proposed subdivision is a 2 single family residential lot development located on the East side of N. Glasscock Road, approximately 500 feet North of E. Mile 2 Road. The land use for this subdivision is consistent with surrounding single-family residential lots. The site will have frontage to N. Glasscock Road and through a 30 feet private access driveway along the South property line. A Variance Request has been submitted to allow the development to proceed without Lot 2 having access to a public street as defined in the Code of Ordinances / Chapter 98-Subdivisions / Article I. Sec. 98-1 Definitions. Lot means an undivided tract or parcel of land having frontage on a public street and which is, or in the future may be, offered for sale, conveyance, transfer or improvement; which is designated as a distinct and separate tract, and which is identified by a tract or lot number or symbol in a duly-approved subdivision plat which has been properly filed of record. Water and sewer services will be provided by the City. There is an existing fire hydrant accessible to this site and acknowledged by the Fire Marshall. The required Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), Conveyance or Payment of Water Rights (\$3000xac.), Street widening improvements or escrows, and all other format findings will be complied with prior to plat recording. Staff recommends approval of the Plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, Glasscock street widening improvements or escrows, approval of the infrastructure from the different City departments as per the approved construction plans, and the granting of the Variance as requested.

Vice-Chairman Sanchez asked if the board had any questions.

Ms. Thompson asked where is the 30 foot.

Mr. Ramirez stated on the south side of the property.

Ms. Thompson asked do they have a map showing that.

Mr. Ramirez stated the survey shows it on the south side.

Ms. Thompson asked if the 30 foot easement is not over lot 1.

Mr. Ramirez stated No, It's separate and apart from just the bottom.

Ms. Thompson asked if there was an aerial.

Staff displayed an aerial for the board.

Ms. Thompson asked if the driveway is the road and providing access to the lot to the south to that house in the rear of the property.

Mr. Ramirez stated that is correct there's that large home back there that also uses the same driveway.

Staff displayed the approval letter for the board.

Ms. Thompson asked if the driveway is a private driveway.

Mr. Ramirez stated yes, it is there has been an approval letter allowing the owner to access and use the driveway.

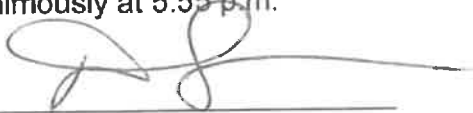
There being no further discussion, Vice-Chairman Sanchez entertained a motion. Ms. Thompson moved to approve the subdivision. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Vice-Chairman Sanchez stated he yielded the chair to Chairwoman Izaguirre.

ITEM#10

ADJOURNMENT

There being no discussion, Chairwoman Izaguirre entertained a motion. Ms. Thompson moved to adjourn the meeting. Mr. Guevara seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 5:55 p.m.

A handwritten signature in black ink, appearing to read 'D. Izaguirre', written over a horizontal line.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission

**PLANNING AND ZONING COMMISSION
AUGUST 20, 2025
CITY HALL'S COUNCIL CHAMBERS @ 5:30 P.M.**

P&Z PRESENT

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

P&Z ABSENT

Kevin Sanchez

STAFF PRESENT

Xavier Cervantes
Alex Hernandez
Jessica Munoz
Elisa Zurita
Gabriel Ramirez
Susie De Luna

GUEST PRESENT

Julio C. Alaniz
Lino Leal
Martha Avita
Antonio Arellano
Wendy Guzman
Arminda Perez
Chris Anderson
Roberto Gonzalez
David Deanda
Nallely Cerda
Ofie Soza
Katherine Deanda

CALL TO ORDER

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

DISCLOSURE OF CONFLICT OF INTEREST

Ms. Garza abstained from Item 12.

CITIZENS PARTICIPATION

There was none.

APPROVAL OF MINUTES FOR AUGUST 6, 2025

Chairwoman Izaguirre asked if there were any corrections to the minutes for August 6, 2025. Ms. Thompson moved to approve the minutes as presented. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

Started: 5:32 p.m.

Ended: 5:40 p.m.

Item #2

Rezoning:

**A 14.269 acres out of Lot 27-5,
West Addition to Sharyland Subdivision,
the site is located along the East side
of Holland Avenue approximately 320 feet
North of Monte Cruz Street
R-1 to R-1T
Mario Reyna
c/o Triton Group Ventures, LLC**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Single-family Residential District ("R-1") to Townhouse Residential District ("R-1T") to develop a townhouse

residential development. The irregular-shaped tract of land has 14.269 acres in area and measures 274.53 feet along N. Holland Avenue and has a depth of 1,260 feet. The surrounding zones are Agricultural Open Interim (A-OI) to the South and East, Agricultural Open Interim (A-OI) and Mobile & Modular Home (R-4) to the West, and Single-family Residential (R-1) to the North. The surrounding land uses include single-family homes to the North and West, a mobile home subdivision to the West and East, a drain ditch and the IDEA Mission North school to the South. The subject property is vacant. The Future Land Use Map shows the property designated for low density residential uses, but staff believes the property is in transition to medium-density residential land uses. Notices were mailed to 40 surrounding property owners. Planning staff received no phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza stated her main concern is traffic. She has traveled through that area, and she is familiar with that area. She asked if there was another outlet for the subdivision as far as getting in or out other than Trosper.

Mr. Cervantes stated No. He added that when the subdivision starts to be developed, they would be required to connect to Peace Avenue unless the subdivision is proposed as a gated subdivision.

Ms. Garza asked if there is an outlet through Peace that will take you out of the subdivision?

Mr. Cervantes stated Yes, if the subdivision that is coming are proposing public streets, people will be able to exit to the north on Peace and then get to Holland through the subdivision to the north.

Ms. Garza stated that traffic is going to flow into Holland.

Mr. Cervantes stated Yes, that is correct.

Ms. Garza stated whether they go north on Peace or whether they get out on Holland Road. They all end up on Holland road.

Mr. Cervantes stated Yes, the developer will be required to provide additional asphalt or escrows along Holland, just the portion of the frontage there, but with the growth comes additional traffic. He stated the city may widen Holland in the future. He mentioned that when the area completely develops, sometimes the city has projects to improve the street and turn the two lanes into four lanes

Ms. Austin asked how many units do you think would go in the subdivision.

Mr. Cervantes stated It depends on the width of the lots. They could be 25 feet wide, but sometimes they also go 35 to 40 feet. So it just depends on what the developer is going to do. He mentioned the subdivision will come before you later on for your approval.

Chairwoman Izaguirre asked if to the North it's R1.

Mr. Cervantes stated that it is correct, everything is R1. He said there is a mobile home district to the west and then to the east, and single-family to the North.

Chairwoman Izaguirre stated that Peace Avenue, which would connect to this one, would be designated as (R1) single-family residential. There is also a canal between the east and west, and a street runs west. She asked why we would do R1-T and not R-1 to be consistent with the street piece, and that's going to continue going down since it's going to be all residential homes. She asked if that is what our map shows (R1).

Mr. Cervantes stated yes, in the comprehensive plan, it shows the area designated for low density residential but staff feels that the area is in transition. So, staff finds it acceptable to allow the R1T, which is kind of like medium density residential.

Chairwoman Izaguirre stated it would be smaller than even those mobile home subdivisions because R1-T are 25 feet wide.

Mr. Cervantes stated potentially, yes.

Chairwoman Izaguirre stated she thinks she is more inclined to (R-1).

Ms. Garza stated she feels the same way; she is more inclined to an (R-1)

Chairwoman Izaguirre stated that because it's not transitioning into something like these mobile home subdivisions actually have more width than what an R1T would have more width than length.

Ms. Thompson asked the site area is how many acres?

Mr. Guevara stated it is 14.26 acres.

Ms. Garza stated that they have three schools within a one mile radius. She mentioned they have O'Grady on Holland and 495, IDEA in between 495 and Trospen, and Rios. She stated there is always a lot of traffic in that area.

Chairwoman Izaguirre stated that instead of 50 lots, it would be 150 or 200.

Ms. Thompson asked Mr. Cervantes if they knew how long the property owner had owned the property.

Mr. Cervantes asked if Mr. Marlon Garza would like to answer the question.

Mr. Marlon Garza, with Melden and Hunt Engineers, stated as far as the ownership of the property of the timeline he isn't too certain. He knew they've been working on the project with them for quite some time, the surveying and the easements with the United Irrigation have taken a while to sort out. He mentioned the entirety of the timeline, but he wouldn't be too certain. He stated as to some of the other questions being mentioned before are proposing around 37 foot wide lots, and they're currently proposing 60 lots in the subdivision, with two of those potentially being common area lots due to the configuration of it. He mentioned those would be closer to Peace Avenue since they're having to adjust our roadway due to the easement on the far east side. He stated that's part of the

14 acres they're having to dedicate an additional 100 feet to the drainage district, which is already a 100 foot drainage district right away on the south side. He mentioned they're having to dedicate an additional 100 feet from those 14 acres, so they only have about 11 acres net.

Mr. Cervantes asked if Mr. Garza knew if the developer had a contract to purchase the property contingent on the zoning.

Mr. Garza stated he is not certain.

Chairwoman Izaguirre stated No, she mentioned she checked, and it was purchased in 2023. She stated she thinks that, based on the directly adjacent property, R1 would be more suitable for the area.

Ms. Garza asked if the board could make the motion if they want to go for R1.

Chairwoman Izaguirre stated Yes, you would just deny a R1-T since it's already R1.

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

Started: 5:40 p.m.

Ended: 5:42 p.m.

Item #3

Rezoning:

**Being Lot 19, Block 3, Oakwood Estates Subdivision,
This site is located at the Northeast corner of
W. Griffin Parkway and River Oak Avenue.
R-1 to C-3
Eduardo Sanchez**

Mr. Cervantes stated the applicant is requesting to rezone the subject property from Single-family Residential District ("R-1") to General Business District ("C-3") for a possible commercial development. The lot of record measures 65 feet by 120 feet. According to the Hidalgo County Appraisal District the lot has an area of 0.1771 acres. The surrounding zones are Single-family Residential (R-1) to the North and East, and General Retail district (C-3) to the West and South. The surrounding land uses are a commercial plaza to the west, Tropical Breeze Snow Cones to the West, The Little Club Dependent Center to the South and a single family home to the North. The subject property is vacant. The Future Land Use Map shows the subject property as General Commercial. The requested zoning is in line with the future land use map designation for the property. Notices were mailed to 22 surrounding property owners. Planning staff has not received any phone calls from the surrounding property owners. Staff recommends approval to the rezoning request.

Chairwoman Izaguirre asked if there was any input in favor or against the request. There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

Ms. Thompson asked if there was a neighborhood commercial.

Mr. Cervantes stated yes, there is but since the location is on a main road that already has a (C-3) General Business zone already existing in the area.

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

Started: 5:42 p.m.

Ended: 5:44 p.m.

Item #4

Conditional Use Permit:

**A Home Occupation – Nursery in a property
zoned (AO-I) Agricultural Open Interim District
Being Lot 2, Lozano Estates Subdivision
1711 W. Mile 3 Road
AO-I
Antonio Arellano**

Mr. Cervantes stated the subject site is located approximately 1,000 east of Inspiration Road along the south side of Mile 3 Road. The applicant has a large agricultural lot fronting 114.63 feet along W. Mile 3 Road, with a depth of 516.36 feet. Per Code of Ordinance, a nursery requires the approval of a Conditional Use Permit by the City Council. The applicant is requesting a conditional use permit to have a nursery on his lot where he has his homestead. Access to the site is off W. Mile 3 Road. The applicant proposes to have the plants displayed on a designated area along the front of the property, behind the fence. The proposed days and hours of operation are Monday–Saturday from 9:00 am to 6:00 pm and Sunday from 9:00 am to 3:00 pm. Staff: 5 employees. Parking: The applicant has a long driveway that could easily stack up 4 to 5 vehicles and a circular driveway in front of the property for at least 5 vehicles. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (20) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) 1 year permit to continue to assess this conditional use permit; 2) Continued compliance with all City Codes (Building, Fire, Sign codes, etc.); 3) No vehicles will be allowed to park on the lawn or the Mile 3 right-of-way; 4) CUP is not transferable to others; and 5) Hours of operation to be as follows: Monday – Saturday from 9:00 am to 6:00 pm, and Sunday from 9:00 am to 3:00 pm.

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

Mr. Antonio Arellano resides at 1711 W. Mile 3 Road. He is the applicant, and he is in favor of the conditional use permit.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:44 p.m.

Ended: 5:39 p.m.

Item #5

Conditional Use Permit:

**A Home Occupation for the Sale of Firearms -
Custom Suppressor Solutions, LLC, In a
(R-1A) Large Lot Single Family Residential District
Being Lot 26, Rockingham Subdivision
1706 Sandstone Drive
R-1A
Christopher Amderson**

Mr. Cervantes stated the subject site is located at the southwest corner of Sandstone Drive and Tulip Avenue. Per Code of Ordinance, a home occupation requires the approval of a Conditional Use Permit by the City Council. The applicant proposes to operate a federally licensed firearm business at his residence. The proposed use will provide limited firearm transfers, online sales processing, and/or gunsmithing services with no retail showroom. The conditional use permit is a requirement for his application with the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) for a Federal Firearm License. The business will function entirely from a secure, dedicated room within their home. Their proposed business will operate without signage or exterior advertising; store all firearms in locked, bolted-down safes, utilize a monitored alarm system and video surveillance; comply fully with all federal, state, and local regulations, ensure that all transfers require background checks via the NICS system; and restrict access to the secure business area to the owners only. The proposed days and hours of operation are Fridays from 5:00 pm to 6:00 pm by appointment only. (They expect minimal customer traffic, typically fewer than 3 visits per week). Staff: Husband and wife only. Parking: There is a two-car driveway, a garage, and a circular driveway that could easily stack up two vehicles. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (22) legal notices to surrounding property owners. The applicant provided letters of support from two of his neighbors. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) 1 year permit to continue to assess this conditional use permit; 2) Compliance with Section 1.56-1 (Home Occupations) of the Zoning Ordinance; 3) Compliance with all City Codes (Building, Fire, Sign Codes, etc.); 4) Acquire a business license; and 5) CUP is not transferable to others 6. Hours of operation: Fridays from 5:00 pm to 6:00 pm, by appointment only.

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

Mr. Chris Anderson resides at 1706 Sandstone Drive. He is the applicant and is for the conditional use permit. He stated he would like to give a little clarification about what he is trying to do. He stated

the name of the company is Custom Suppressor Solutions. He mentioned he is planning to design firearm accessories, and they will be manufactured in Ohio. He stated that the only thing he would be doing is distributing the accessory. He mentioned he doesn't intend to sell actual firearms. He stated it's a custom suppressor; he is a precision rifle shooter. He mentioned he goes to a lot of target matches, and there's a good market for it. He stated he would like to be able to pursue this.

Mr. Lincoln Talbert who resides at 1702 Sandstone Drive, stated he is a couple of houses down from the applicant. In their restrictions for the Rockingham subdivision, they've filed. He mentioned there's a restriction for commercial businesses that invite the general public into the neighborhood. He asked his question is whether that's been vetted by the city, since that is against our covenants in our subdivision.

Chairwoman Izaguirre stated this is a question for staff.

Mr. Cervantes stated that the City does not enforce the restrictions; only the HOA or developer can do that.

Mr. Lincoln Talbert stated without knowing that he would like to show that he is against the approval of the recommendation.

Mr. Lino Leal who resides at 1700 Sandstone, which is three houses down from where they want to open the Gun sales. He stated he disapproved. He thinks the gun sales need to be where they need to be, not in a residential area, because we don't know what kind of security they'll have. If somebody can come in, steal guns, and he doesn't want that in a residential area.

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

Chairwoman Izaguirre asked Do we have anybody else.

Staff stated yes.

Chairwoman Izaguirre stated they'll rescind the motion.

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

Catherine Deanda resides at 1617 Sandstone Drive. She stated she was against the request as well. She has a family and she worried about traffic. She mentioned the applicant had mentioned that he wasn't going to, he was only going to be mailing out of his home, but she is concerned that there is a return address on those shipments. She believes that the neighborhood isn't an area for commercial business. She stated they have a bunch of business owners who have homes in our neighborhood as well, and they all have a business establishment. So she thinks that for a place of business, it's not for a neighborhood.

Ms. Ophelia Soza resides at 1701 Stonegate. She stated that due to the nature of the sales, she doesn't agree with the approval.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

Ms. Thompson asked if she could see the aerial. She stated her main concern would be the possible sale of firearms, she understands that the weapons themselves are not being sold, but it's accessories. However, the conditional use permit is to sell firearms, so at some point should the applicant should decide they are going to expand and start selling firearms. We wouldn't be able to do anything at that point to rescind that, and it was only accessories. She stated that her biggest concern is the ability of it being expanded beyond the scope of what the applicant intends at this point.

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

Started: 5:50 p.m.

Ended: 5:54 p.m.

Item #6

Conditional Use Permit:

**An Outdoor Padel Court and other recreational activities as shown in the site plan – IMG N Park, Being being the Northwest 9.96 acres out of Lot 203, John H. Shary Subdivision
719 Ragland Street
C-3
Jorge E. Careaga**

Mr. Cervantes stated Mr. Jorge E. Careaga, the applicant, is requesting a Conditional Use Permit for the IMG N Park that has outdoor padel courts and an outdoor soccer field. The business is located 800' South of US Business 83 along the west side of Ragland Street. The business has been in operation since 2022. Section 1.43-C-3 (General Business) (3) (g) states that "Amusement parks, circus or carnival grounds, commercial amusement, or recreational development, or other temporary structures used for temporary purposes" are allowed with a conditional use permit. The site no longer has a restaurant but has a kitchen and contains three (3) outdoor padel courts and an outdoor soccer field with restrooms for men and women. There are 26 parking spaces (4 ADA spaces) available for the patrons. Hours of operation are Monday to Sunday from 9:00 a.m. to 11 p.m. Notices were mailed out to 31 surrounding property owners within 200 feet of the subject property. Staff has not received any phone calls in opposition to the request. Staff recommends approval of the request subject to: 1) The permit to be for a two-year period; 2) Must comply with the building, fire and health codes; 3) Must maintain the 6' buffer requirement; 4) Must obtain a new business license; 5) Must comply with the noise ordinance; and 6) Hours of operation are limited to Monday to Sunday from 9:00 a.m. to 11:00 p.m.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

Ms. Garza asked if the permit is for 2 years.

Mr. Cervantes stated yes, that is correct, and staff, we probably will be recommending life of use approval after 2 years.

Mr. Guevara asked if the soccer field already existed.

Mr. Cervantes stated yes.

Mr. Alaniz asked how many parking spaces they have in total.

Mr. Cervantes stated 26 parking spaces.

Ms. Garza asked if it was enough parking spaces.

Mr. Cervantes stated Yes, it is enough.

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

Started: 5:54 p.m.

Ended: 5:55 p.m.

Item #7

Conditional Use Permit:

**To allow a Mobile Food Unit – Danny’s Place
the West ½ of Lots 7 & 8, Block 176,
Mission Original Townsite Subdivision
307 W. Tom Landry Street
C-4
Daniel Leal**

Mr. Cervantes stated the site is located 75 feet West of N. Perkins Avenue along the North side of W. Tom Landry Street. Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park requires the approval of a conditional use permit by the City Council. The applicant proposes to place a mobile food unit in a mobile food park to sell their products. The proposed hours of operation are as follows: Monday through Saturday from 6:00 am to 12:00 am. Staff: 2 employees Parking: The site has 9 parking stalls and 5 additional parking stalls with written approval behind the West Side Liquor Store to use their parking lot in case of any overflow. Staff notes that this property is located within the Mission Central Business District, thus exempt from parking requirements. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (19) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends

approval for a 1-year re-evaluation in order to assess this new operation; Must comply with all City Codes (Building, Fire, Health, etc.), Hours of operation are Monday through Saturday from 6:00 am to 12:00 am; Must comply with the noise ordinance, Acquisition of a business license prior to occupancy for each mobile food unit; CUP is not transferable to others.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:55 p.m.

Ended: 5:55 p.m.

Item #8

Conditional Use Permit:

**To allow a Mobile Food Unit – Martha's Burgers & More
the West ½ of Lots 7 & 8, Block 176,
Mission Original Townsite Subdivision
307 W. Tom Landry Street
C-4
Martha Avitia**

Mr. Cervantes stated the site is located 75 feet West of N. Perkins Avenue along the North side of W. Tom Landry Street. Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Park requires the approval of a conditional use permit by the City Council. The applicant proposes to place a 9-foot by 18-foot mobile food unit in a mobile food park to sell their products. The proposed hours of operation are as follows: Monday through Sunday from 7:00 am to 12:00 am. Staff: 3 employees Parking: The site has 9 parking stalls and 5 additional parking stalls with written approval behind the West Side Liquor Store to use their parking lot in case of any overflow. Staff notes that this property is located within the Mission Central Business District, thus exempt from parking requirements. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (19) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval for a 1-year re-evaluation in order to assess this new operation; Must comply with all City Codes (Building, Fire, Health, etc.), Hours of operation are Monday through Sunday from 7:00 am to 12:00 am; Must comply with the noise ordinance, Acquisition of a business license prior to occupancy for each mobile food unit; CUP is not transferable to others.

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

There was none.

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

Chairwoman Izaguirre asked if the board had any questions.

There was none.

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

Started: 5:55 p.m.

Ended: 5:57 p.m.

Item #9

Conditional Use Permit

Renewal:

**a Mobile Food Unit – Fiesta Hot Dogs
being Lot 1, Madrigal Subdivision
208 N. Inspiration Road
C-2
Federico Garcia**

Mr. Cervantes stated the subject site is located 130 feet North of W. 2nd. Street along the East side of N. Inspiration Road. Pursuant to Section 1.56 (11)(H) of the City of Mission Code of Ordinances, a Mobile Food Unit requires the approval of a conditional use permit by the City Council. The applicant proposes to renew the conditional use permit of the mobile food unit to sell their products. The hours of operation are as follows: Monday through Thursday from 6:00 p.m. to 12:00 a.m. and Friday through Sunday from 6:00 pm to 1:00 am. Staff: 4 employees Parking: The site has 14 parking stalls available for the grocery store which would be shared with the mobile food unit. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (34) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval for 2 year re-evaluation to assess this operation; Must comply with all City Codes (Building, Fire, Health, etc.), 93 Item 9 Hours of operation are Monday through Thursday from 6:00 p.m. to 12:00 a.m. and Friday through Sunday from 6:00 pm to 1:00 am.; Must comply with the noise ordinance CUP is not transferable to others.

Chairwoman Izaguirre yielded the chair to Ms. Thompson at 5:57 PM.

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

Mr. Federico Garcia stated he is the applicant of the mobile food truck and to approve the conditional use permit.

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

Chairwoman Thompson asked the board if they had any other questions.

There was none.

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

Started: 5:57 p.m.

Ended: 5:58 p.m.

Item #10

**Conditional Use Permit
Renewal:**

**A Drive-Thru Service Window – Dak's Snacks
being Lot 1, Sylvia Plaza Subdivision
810 N. Schuerbach Road, Suite D
C-2
Cristina Salazar**

Mr. Cervantes stated the subject site is located at the southeast corner of Schuerbach Road and Business 83. Per Code of Ordinance, Drive-Thru Service Windows require the approval of a Conditional Use Permit by the City Council. There is an existing 24' x 35' (840 sq. ft.) snack shop with a drive-thru service window that has been in existence since July 2021. Access to the site is provided off Schuerbach Road with a 45' driveway. The service window is located approximately 15' from the corner of the building, which provides stacking for approximately two vehicles. The proposed days and hours of operation are Monday–Sunday from 11:00 am to 11:00 pm Staff: 2 employees Parking: the 840 sq. ft. site requires 5 parking spaces. It is noted that the parking area is held in common (35 existing parking spaces, inclusive of gas pump stalls) and is shared with other businesses. The last conditional use permit approved for the drive-thru service window for this location was on September 26, 2022 for a period of 2 years. Staff notes that this would be the 3rd renewal. The Planning staff has not received any objections to the request from the surrounding property owners. Staff mailed out (9) legal notices to surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval to ensure that a use requested by a Conditional Use Permit is compatible and complementary to adjacent properties. Staff recommends approval of the request subject to compliance with the following conditions: 1) Life of use with the understanding that the permit can be revoked due to noncompliance; 2) Continued compliance with all City Codes (Building, Fire, Health, Sign codes, etc.); 3) CUP is not transferable to others; and 4) Hours of operation to be as follows: Monday – Sunday from 11:00 am to 11:00 pm.

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

There was none.

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

Chairwoman Thompson asked the board if they had any other questions.

There was none.

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

Started: 5:58 p.m.

Ended: 6:00 p.m.

Item #11

Conditional Use Permit

Renewal:

An Event Center – The Cordelle Events

Being Lot 20, Shary Business Center Subdivision

2402 Brock Street, Suite C

C-3

Julio Alaniz

Mr. Cervantes stated the subject site is located 130 feet East of Shary Road F.M. 494 along the South side of Brock Street. Pursuant to Section 1.43 (3)(F) of the City of Mission Code of Ordinances, an Events Center requires the approval of a conditional use permit by the City Council. The applicant proposes a renewal of the conditional use permit for the Event Center. The hours of operation are as follows: Sunday through Saturday from 8:00 a.m. to 12:00 am. Staff: 3 employees Parking: Due to the total of 48 seating spaces, which requires 16 parking spaces (48 seats/ 1 space for every 3 seats = 16 parking spaces. It is noted that the parking area is held in common (142 existing parking spaces) and shared with other businesses. The Planning Staff has not received any objections to the request from the surrounding property owners. Staff mailed out (11) legal notices to the surrounding property owners. In accordance with the zoning ordinance, the P&Z and City Council may impose requirements and conditions of approval as are needed to ensure that a use requested by a conditional use permit is compatible and complementary to adjacent properties. Staff recommends approval for 2 years re-evaluation subject to: 1) Hours of operation are Sunday through Saturday from 6:00 a.m. to 12:00 a.m; 2) Maximum occupancy being 71; 3) Must comply with the noise ordinance; 4) CUP is not transferable to others; and 5) Must have security cameras inside and outside with a minimum 30-day retention.

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

Mr. Julio Alaniz is the applicant for the business and is in favor of the conditional use permit.

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

Chairwoman Thompson asked the board if they had any other questions.

There was none.

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

Started: 6:00 p.m.

Ended: 6:02 p.m.

Item #12**Single Lot Variance:**

**A 1.0 ac. of land out of the South one-half (S. ½)
of the North one-half (N ½) of Lot 26-10, West
Addition to Sharyland Subdivision of Porciones
53,54,55,56, & 57
1106 Teofilo Drive
AO-I
Angel Antonio Guzman**

Mr. Ramirez stated the subject site is located on Teolifo Dr., a private street that intersects with Bryan Road. The property measures 264' X 153.33' in which the owner is proposing to build a residential home. Currently, the property is vacant. This is an unrecorded subdivision and will require a 10 feet utility easement dedication along the western and southern most boundaries and an additional 10' front public roadway easement to be used for road right-of-way. There is no city sewer available in this area. An OSSF would be required for this property. The applicant shall request a variance for the installation of on-site sewer facility (septic tank). The applicant will be required to Install a water service line from the site to an existing 8" main line on Bryan Rd. and the installation of a street light within 150 feet from the site. A Capital Sewer Recovery fee (\$200.00), Payment of the Park fee (\$650) will be imposed as a condition of approval. Staff recommends approval of the Single Lot Variance subject to conditions: 1) Dedication of an additional 10' front public roadway easement to be used for road right-of-way; 2) Provide proof of water district exclusion; 3) Install a water service line from Bryan Rd; 4) Dedication of a 10' utility easement along the western most and southern boundary of the property; 5) Payment of Park fee; 6) Installation of a street light within 150' from the site; and 7) Request variance for the installation of on-site sewer facility (septic tank).

Chairwoman Thompson asked the board if they had any other questions.

There was none.

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

Ms. Garza abstained from item 12.

Started: 6:02 p.m.

Ended: 6:03 p.m.

Item #13**Plat Approval****Subject to conditions:**

**The proposed Imperio Vista Subdivision,
being a 5.92 acre tract of land out of Lot 97,
Mission Acres Subdivision
R-1T
Developer: Obed Matus
Engineer: Rio Delta Engineering**

Mr. Ramirez stated that the proposed Imperio Vista Subdivision consists of 30 single family residential lots and 1 detention area and is located on the Southeast corner of Adams Street and W. 20th Street. This subdivision will have access from Adams Street and will extend and connect to and from W. 20th Street. These streets are complete and equipped with all the infrastructure to

supply and service the new development. The Engineering Department has reviewed and approved the drainage report. The tract of land was rezoned from AO-I to R-1T on February 19, 2025 by P&Z and approved by City Council on February 24, 2025. All the lots are meeting the R-1T lot restrictions as per zoning requirements. The required Capital Sewer Recovery Fees (\$200xlot), Park Fees (\$650xlot), Conveyance or Payment of Water Rights (\$3000xac.), and all other format findings will be complied with prior to the City Council approval. All items on the subdivision checklist will be addressed prior to the recording of the plat. Staff recommends approval of the plat subject to conditions: Payment of Capital Sewer Recovery Fees, Payment of Park Fees, Conveyance or Payment of Water Rights, and approval of the infrastructure from the different City departments as per the approved construction plans.

Chairwoman Thompson asked if the board had any questions.

There was none.

There being no further discussion, Chairwoman Thompson entertained a motion. Ms. Garza moved to approve the subdivision. Ms. Austin seconded the motion. Upon a vote, the motion passed unanimously.

Started: 6:02 p.m.

Ended: 6:03 p.m.

Item #14

Variance Request: Consideration and possible action to approve a variance to not require off-street parking for a development in a property legally described as a 0.27-acre tract out of the North ½ of Lot 5, Block K, Wright Addition Subdivision, located at 1009 Highland Park Avenue. Applicant – Izaguirre Engineering Group, LLC

Mr. Cervantes stated the request is for a variance not to comply with Chapter 110, Traffic and Vehicles, Division 4 Off-street parking, Sec. 110-461 of the Mission Code of Ordinances, which states: In all districts there shall be provided at the time any building or structure is erected paved off-street parking spaces and accompanying maneuvering lanes in accordance with the minimum requirements. As mentioned in the variance letter there are other nearby examples of projects that have onstreet parking for the development's parking. The property owner is proposing to continue the same parking situation compared to the property to the south. Staff recommends approval.

Chairwoman Thompson asked if the board had any questions.

There was none.

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

Started: 6:05 p.m.

Ended: 6:16 p.m.

Item #15

Consideration of the adoption of an ordinance amending the code of ordinances Chapter 98 - Subdivisions, Article VI – Fees and Charges, Section 98-272- Inspection fees by Establishing a Process and Per Hour Fee for Subdivision Infrastructure Inspections and for Geotechnical Lab Testing. Applicant: City of Mission

Mr. Cervantes stated House Bill 3492 became state law and became effective on September 1, 2023. Under HB 3492, cities are prohibited from basing fees for applications, reviews, inspections, or related activities for constructing or improving public infrastructure on the cost or value of the project. Instead, fees should be based on the city's actual review, processing, and inspection costs. Currently, the City of Mission subdivision ordinance requires a 2% of the infrastructure value inspection fee to cover the cost of City employees doing field inspections throughout the construction of the subdivision. In addition, the city charges 5% of the infrastructure value fees for geotechnical testing. Instead of the 2% fee covering the cost of city staff conducting field inspections, staff propose charging \$85.00 per hour, per person. A monthly invoice will be sent to the developer during the construction of the subdivision. Instead of the 5% fee for geotechnical testing, staff propose obtaining a cost estimate from the geotechnical firm the city has under contract to cover their fees. The developer will be required to pay the estimate during the preconstruction meeting. The ordinance review committee met on August 8, 2025. They approved the ordinance with the understanding that the \$85.00 per person per hour fee will be re-evaluated every six months as subdivisions get recorded under the new system. Staff recommends the adoption of the ordinance.

Chairwoman Thompson asked if the board had any questions.

Ms. Garza asked how they calculate the hours, for example, if they're only there for 20 minutes.

Mr. Cervantes stated that in the ordinance we put in there that if they're in there 15 minutes, they're charged one hour. He stated that if they're there one hour and 15 minutes, they would be charged two hours, and if it's three, four people, it's going to be times three or four people. He mentioned that sometimes you have people from utilities, or you have people from streets and drainage. Sometimes subdivisions are more complicated than others. The sewer lines are very deep, or there are problems in the field. As a result sometimes city employees have to go more than normal. From now on the employees will just be keeping a log. In the future, the \$85 an hour may have to increase. And staff will be doing an evaluation later on, but that's what we're proposing to charge developers at this time.

Ms. Thompson asked if the \$85 an hour was that. Did they look at several subdivisions they've done in the past and then break it down.

Mr. Cervantes stated that it came from the city of Weslaco. He stated that in Weslaco, they consulted with an engineering firm on how much the engineering firm would charge them to conduct an inspection. The firm gave them a figure of \$85 per hour. He stated Weslaco kind of took a lead on this because most of the cities are still doing the percentage. He mentioned Weslaco was more proactive, and they set it up this way with the \$85. So we are just following what Weslaco is doing, but we may increase it in the future if we think \$85 an hour isn't enough.

Ms. Thompson asked How long has Weslaco been doing it.

Mr. Cervantes stated about one year.

Ms. Austin asked if 2% is insufficient.

Mr. Cervantes stated that it depends because some subdivisions are more complicated than others, if there is a very steep sewer line, or if there are construction issues. He stated that sometimes the

2% is not enough because we were out there a lot. He mentioned that on some occasions we may have profited from the 2% and on some occasions, we lost money.

Mr. Guevara asked if there is a deadline time for today's or if we are leaving it as an open date, or if it going to be reviewed in a year.

Mr. Cervantes stated that the agreement we had with the ordinance review committee was that in six months, we're going to evaluate, and we may determine that in six months we may need to increase the hourly rate. He stated they're going to already have some subdivisions recorded under this new system, so then they would be able to evaluate if the \$85 rate would need to be increased.

Ms. Thompson asked by law, by when does this need to be enacted. When did the new law happen.

Mr. Cervantes stated this law was adopted two years ago by the Texas Legislature and this should have been done two years ago.

Mr. Guevara stated will this become effective immediately here in Mission.

Mr. Cervantes stated this would go before the city council on Monday. So, we already have a few subdivisions that we had pre-construction meetings, and we did not charge anything because the city attorney said no more percentage fees. So, we have two or three subdivisions that we just need this adopted so that we can go back to the developer and get them to pay for the testing based on the estimate. And then we're already keeping a log for these new subdivisions. We're already keeping a log of the employees x times.

Ms. Austin asked Do the employees log in their phones through GPS, or how is that done?

Mr. Cervantes stated they're just asking the inspectors from utilities and engineering to maintain a daily log.

Ms. Austin asked so it's not like you're in one location and you go to another and your phones can kind of track where you are.

Mr. Cervantes stated that it could be done that way or we can just ask them to keep a daily log. When you went to one place, at what time were you there, when you left, at what time, when you went to another subdivision, at what time did you arrive.

Ms. Thompson asked How is Weslaco doing.

Mr. Cervantes stated he believes that's how they're doing it.

Ms. Thompson asked if they had run some numbers as far as how much time we usually spend over here. She asked if \$85 is that going to be enough to cover what we normally get but the intent of the law is from the inspections.

Mr. Cervantes stated We think that we're not going to get the 2% inspection. They are going to be charging the true cost. He stated It's the true cost of doing inspections, but they think that in the future, they may determine \$85 an hour is not enough money because of some of the employees that are in the field, other engineers, they're in higher-level positions. Then you also have the cost of the benefits of the employee, the cost of the trucks, and the cost of the fuel. So they seriously believe that in six months, they may need to increase the \$85 to maybe \$100 or \$125 to cover the true cost of being out there.

There being no further discussion, Chairwoman Thompson entertained a motion. Ms. Austin moved to approve the Ordinance. Mr. Guevara seconded the motion. Upon a vote, the motion passed unanimously.

ITEM#16

ADJOURNMENT

There being no discussion, Chairwoman Thompson entertained a motion. Mr. Guevara moved to adjourn the meeting. Ms. Garza seconded the motion. Upon a vote, the motion to adjourn passed unanimously at 6:16 p.m.

A handwritten signature in dark ink, appearing to read 'D Izaguirre', written over a horizontal line.

Diana Izaguirre, Chairwoman
Planning and Zoning Commission

PARKS AND RECREATION BOARD MEETING
August 12, 2025

<u>BOARD MEMBERS PRESENT</u>	<u>STAFF</u>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
Maggie Guajardo Pena	Pete Charles
Melissa Reyna	Taylor Cavazos
Jesus Mendiola	Rick Contreras
Julissa Barrera Martin	

Call to Order

Tony Guerrero called the meeting to order.

Roll Call

Roll call was taken and quorum was met.

Prayer

Julissa Martin led us in prayer.

Approval of Minutes

The Board Members approved the minutes for the July 8, 2025 Board meeting. Motion to approve was made by Tony Guerrero and seconded by Jesus Mendiola. The motion to approve minutes passed unanimously. Tony Guerrero opened up meeting for nominations from the Board for the election of a new Chairman. Chris Voss nominated Maggie Guajardo Pena to be new Chairwoman of the Board, seconded by Mark Minton. The motion was passed unanimously, and Maggie Guajardo Pena was elected Chairman of the Parks Advisory Board. Brad Bentsen suggested to have a Vice Chairman of the Board, Jesus Mendiola nominated Julissa Barrera Martin. The motion was made by Chris Voss and seconded by Melissa Reyna. The motion was passed unanimously, and Julissa Barrera Martin now the Vice-Chairman of the Parks Advisory Board.

CITIZEN PARTICIPATION

Zoreida Lopez attended the Parks Advisory Board meeting.

UPDATE OF PARKS

Parks staff continues painting all the restroom facilities at the Parks along with other repairs and improvements needed such as replacement of soap dispensers, toilet seats, and faucets. Almost

all restroom facilities paint color has been changed, the only Park still pending is Nelltole City Council is encouraging these improvements to these restrooms to hopefully deter vandalism.

Parks staff assisted with a ribbon cutting ceremony for Serenity Fields Cemetery, Back to School Bash, and National Night out at the Mission Event Center.

Police towers were installed at Bentsen Palm Park, the Hike and Bike Trials, and Lions Park.

UPDATE OF RECREATION

All Recreational summer programs came to an end on July 17th with our biggest turn out of participants this year. Track had 220 participants while tennis had 98. Hoping to get back the Archery Program for next summer, along with expanding by possibly adding summer volleyball and boxing programs.

Returned from the TAAF Games of Texas Summer competition in College Station on August 3rd. The Track program brought back 2 bronze medals and the tennis program brought back one gold and two silver. Difficulty with the coaches scheduling and hours due to limitation from City Manager on amount of hours summer staff was able to work.

The rentals for the past month were at the Hike and Bike Trails for two 5K's and one Vendor Market at the Recreation Building. Music at the Park is scheduled to begin again in September.

Aquatics Update

Summer Swim Programs have come to an end, along with the summer pool hours.

There is a new height limit on the slide at the Mayberry Pool that has gone into effect. Currently there have been no complaints against this.

The summer TAAF Swim team placed 2nd overall at the state meet with 33 gold medals, 8 silver medals, and 37 bronze medals with 69 participants.

New Business

B. Bentsen brought up the concern that many outside events have been affecting the Parks staff time and energy, taking away from Parks Projects. All the back to back events have raised concern and is being addressed with the other Departments.

Jesus Mendiola mentioned the Department such gather information on the economic impacts these events bring the City to show the City the amount of money these Parks and events are bringing to the City. That way in the future, funds are accessible to the Department when improvements are needed to be made.

Chris Voss stressed the importance of letting the City of Mission's media know about the success the Recreational programs have been having, such as the medals that were received at TAAF. More recognition should come to these accomplishments and should be talked about amongst the City such as in the Progress Times or other media outlets to shine light on the Department. Brad Bentsen said he would reach out to the Media Director on what can be done to highlight more of the Departments accomplishments.

The Board brought up the Parks Department having their own social media or an outlet that residents can use to learn about updates from the Parks and the Department, along with being able to leave complaints or concerns for Park improvements.

B. Bentsen presented the plan and layout for Lions Park Phase II to the Board. He was wanting their opinion and feedback on the different layouts possible and was open to suggestions. The first page was the layout of the indoor/outdoor pickleball courts with a lobby area and snack bar. Hoping to be an active enterprise for the Park with its rental and daily operations.

The Board was informed of one of the discussions between the Boys and Girls Club and the Parks Department is keeping the soccer fields that come with Phase II of the Park or putting more baseball/softball fields. The Boys and Girls Club would prefer the soccer fields so they can run their leagues, while the Parks Department would prefer the baseball fields due to an increased in field rentals and to better accommodate for the schools and leagues that use our facilities for practice.

For the Parks Department, adding more soccer fields would encourage the soccer academies to use our facilities more, which is a current problem we are trying to manage at other parks. These additional fields would add to that issue.

However, there is talk of adding more Baseball fields to Bentsen Palm Community Park instead of Lions so the soccer fields can stay at Lions. By adding all these amenities to Lions Park, one of the main concerns is expanding the parking. Rearranging or removing a field can help with the parking issue, but they are also hoping to gather more land from around the park to expand. Even though the cost is heavy, they are hoping to create the new fields with artificial turf, M. Reyna suggested if Lions Park creates 4 baseball/softball fields of artificial turf, we could host the World Series instead of the City of McAllen.

Another suggestion that was made was having an open area in the park which could be used as common open area or adding a playscape instead of using the area for all the baseball fields.

The plan is to add a fence around the basketball area at Lions Park, a lot of people having been using the area after hours, so the fence will be used to better monitor the area.

There have been complaints on the hours of operation for the Splash Pad, however the limitation of hours is needed to be able to have time for the pool tech to clean the filter daily.

B. Bentsen encouraged the Board to email him any suggestions or adjustments to the layouts to review for the Phase II of Lions Park.

The Connectivity Trail is being completed on the East Side of Bryan Rd and moves to Taylor Rd and west of Bryan Rd to Los Ebanos.

At the last workshop with City Council, a concern was made while touring the Parks. At Bentsen Palm Community Park, a 5K taking place showed the minimal amount of parking available. With people parking all the way down the shoulder on Los Ebanos Rd, this safety concern was brought up by Council and suggested to find an alternate route.

Old Business

Many groups and organizations have come forward with wanting to participate in the Adopt a Park Program, however rules and bylaws are still pending from the Department to start the program. Further discussion is needed.

B. Bentsen is wanting to move forward and present to Council the field rental agreements, price adjustments, and limitations on the soccer academies that were discussed and agreed upon at the last meeting.

Adjournment

Mark Minton made a motion to adjourn the meeting and was seconded by **Tony Guerrero**. The Board voted unanimously and the meeting was adjourned.