

EXHIBIT "A"

REQUEST FOR SPEED HUMP INVESTIGATION

The following is a request form for speed humps (please feel free to submit this form as a formal request). Each request must contain the completed information as indicated in sections A, and B. The request will be processed in accordance with the provisions of the Speed Hump Policy, as may be amended from time to time.

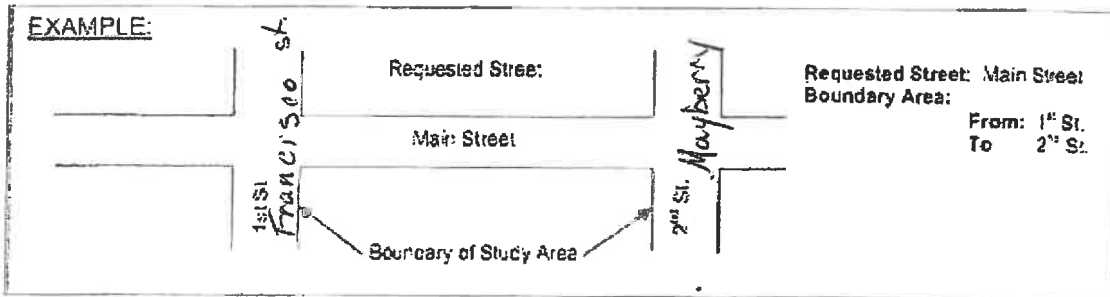
A. Street Study Information

Each request must provide the name of the street on which a study is requested, and the proposed boundaries of the street segment. Traffic studies will be conducted by the City of Mission only within the boundaries indicated. Please use street names for boundaries, not block ranges.

ONLY ONE STREET PER APPLICATION

Requested Street: E Ramirez Ln Mission Tx 78523

Boundary Area: From: Mayberry
To: Francisco



B. Evidence of Neighborhood Support

The Homeowner's Association (HOA) must provide evidence of neighborhood support for participation in the program. The attached form can be used for this request. Evidence of support must be within the study area as identified in Section A above.

The HOA must secure at least 2/3rd of the owners' signatures whose property abuts the proposed street segment.

CITY OF MISSION - Code Enforcement Dept.
PRELIMINARY LABEL LISTING

October 30, 2024

| Account Number | Name | Legal Description |
|-----------------------------------|---|---|
| M1855-00-000-0001-00 (716979) | PINON LAURO ROMEO 706 RAMERIZ LANE MISSION TX 78573 | MAYBERRY GARDENS LOT 1 |
| M1855-00-000-0002-00 (716980) | ✓ CAMPOS REYNA I 704 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 2 <i>Reyna I Campos</i> |
| M1855-00-000-0003-00 (716981) | ✓ LUNA ROLANDO RICARDO & AYISSA 702 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 3 <i>Ayissa Asadillo-Luna</i> |
| M1855-00-000-0004-00 (716982) | SALINAS BETSYVEL & CRISTO RODOLFO 700 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 4 |
| M1855-00-000-0005-00 (716983) | ✓ MORALES CRYSTAL LEE 618 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 5 <i>Crystal L Morales</i> |
| M1855-00-000-0006-00 (716984) | VERA RACHEL & MICHAEL AMBERS 616 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 6 |
| M1855-00-000-0007-00 (716985) | ✓ MILLER JEFFERY D & MELISSA Y 614 RAMIREZ LANE MISSION TX 78573 | MAYBERRY GARDENS LOT 7 <i>Jeff Miller</i> |
| M1855-00-000-0008-00 (716986) | ✓ BUENTELLO REYNALDO & YOLANDA 612 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 8 <i>Reynaldo Buentello</i> |
| M1855-00-000-0009-00 (716987) | MANDES SAN JUANITA M 610 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 9 <i>San Juanita Mandes</i> |
| M1855-00-000-0010-00 (716988) | ✓ CASTANEDA ERICA NICOLE HERRERA 608 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 10 <i>Erica Castaneda</i> |
| M1855-00-000-0011-00 (716989) | GONZALEZ JORGE & BEATRIZ ADRIANA 606 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 11 & 12 <i>Beatriz Adams</i> |
| M1855-00-000-0013-00 (716991) | CANTU JUAN ENRIQUE JR 602 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 13 <i>Juan E Cantu Jr</i> |
| M1855-00-000-0014-00 (716992) | MUNOZ JOSE EDUARDO 600 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 14 <i>Jose E. Muniz</i> |
| M1855-00-000-0015-00 (716993) | ORTIZ JOSE L & ANGELICA J 512 E RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 15 <i>Jose L Ortiz</i> |
| M1855-00-000-0016-00 (716994) | ALCANTARA JOSE A & MARIA P 510 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 16 <i>Jose A Alcantara</i> |

CITY OF MISSION - Code Enforcement Dept.
PRELIMINARY LABEL LISTING

October 30, 2024

| Account Number | Name | Legal Description |
|-----------------------------------|--|---|
| M1855-00-000-0017-00 (716995) | GARZA TOMASITO 508 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 17 <i>[Handwritten Signature]</i> |
| M1855-00-000-0018-00 (716996) | SANCHEZ JAIME & MARISELA G RENOVA 506 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 18 |
| M1855-00-000-0019-00 (716997) | ROJAS MARRISA L & JOSE R 500 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 19 |
| M1855-00-000-0020-00 (716998) | VILLARREAL MARIA ODILIA & EVERARDO 501 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 20 <i>[Handwritten Signature]</i> |
| M1855-00-000-0021-00 (716999) | SALINAS ARMANDO A & JACKYLIN M 1523 E FILMORE AVE ALTON TX 78573 | MAYBERRY GARDENS LOT 21 |
| M1855-00-000-0022-00 (717000) | GARCIA RAFAEL & SANDRA 505 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 22 <i>[Handwritten Signature]</i> |
| M1855-00-000-0023-00 (717001) | DELGADILLO CARLOS C JR 507 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 23 <i>[Handwritten Signature]</i> |
| M1855-00-000-0024-00 (717002) | WHITTEMORE SALIM GUIZAR & MARIELA 509 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 24 <i>[Handwritten Signature]</i> |
| M1855-00-000-0025-00 (717003) | BEAN MELISSA M & IVAN V GAMA 511 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 25 <i>[Handwritten Signature]</i> |
| M1855-00-000-0026-00 (717004) | TOBIAS FERNANDO GABRIEL 513 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 26 <i>[Handwritten Signature]</i> |
| M1855-00-000-0027-00 (717005) | DE LA TEJERA EDWARD A & SANDRA PO BOX 2850 MISSION TX 78573 | MAYBERRY GARDENS LOT 27 |
| M1855-00-000-0028-00 (717006) | ZUNIGA LUIS A 603 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 28 <i>[Handwritten Signature]</i> |
| M1855-00-000-0029-00 (717007) | GARZA GERARDO & DIANA 605 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 29 <i>[Handwritten Signature]</i> |
| M1855-00-000-0030-00 (717008) | LOPEZ CYNTHIA ELIZABETH 406 E 28TH ST MISSION TX 78574 | MAYBERRY GARDENS LOT 30 |
| M1855-00-000-0031-00 (717009) | DE LA CRUZ HUGO & YADIRA MARQUEZ & 609 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 31 |

CITY OF MISSION - Code Enforcement Dept.
PRELIMINARY LABEL LISTING

October 30, 2024

| Account Number | Name | Legal Description |
|-----------------------------------|--|-------------------------------|
| M1855-00-000-0032-00 (717010) | ESTEVIS ARTURO & RUBY 611 E RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 32 |
| M1855-00-000-0033-00 (717011) | PORTILLO JULIO C & SASHA M 613 RAMIREZ LANE MISSION TX 78573 | MAYBERRY GARDENS LOT 33 |
| M1855-00-000-0034-00 (717012) | CONFIDENTIAL 615 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 34 |
| M1855-00-000-0035-00 (717013) | MUNOZ LILIANA & OSIEL A 701 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 35 |
| M1855-00-000-0036-00 (717014) | CAMPOS SANDRA PO BOX 914 MISSION TX 78573 | MAYBERRY GARDENS LOT 36 |
| M1855-00-000-0037-00 (717015) | GONZALEZ SANDRA 705 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 37 |
| M1855-00-000-0038-00 (717016) | CASTANEDA IRIS E & JESUS A 707 RAMIREZ LN MISSION TX 78573 | MAYBERRY GARDENS LOT 38 |
| | | Total Number of Records (37) |

We the undersigned owners of property within _____ hereby offer our support for our neighborhood's participation in the Speed Hump Program inclusive of our acknowledgement that our HOA will be responsible for the costs associated with said speed humps. (Multiple sheets can be used toward the petitioning process).

| | | |
|-----------------------|--|--------------------|
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |
| _____ Printed Name | _____ Property Along Street Segment | _____ Signature |

Contact Person Information

Each request for program participation must provide a contact person who owns property on the requested street within the study area's boundary. Please provide the name, address, and telephone number of the duly authorized HOA representative. The contact person will receive all correspondence and will be responsible for gathering evidence of support when requested.

Contact Name: Mania Johnson Alvarado HOA's Name: _____
 Address: 510 Ramirez Ln Mission, Texas 785 73
 Cell#: 956 989-6124 Phone #: _____ Email: bauntony22@yahoo.com

I agree to be the contact person for the above HOA request, and I understand that a request does not guarantee installation of speed humps. Furthermore, I understand that a request may not be further considered if the City's study determines the street to not be eligible for the speed hump program.

Signature: MA
 Date: 2-6-24

Please Return Completed Form To:
 City of Mission – Public Works Department (Speed Hump Program)
 2801 N. Holland Avenue
 Mission, Texas 78572

EXHIBIT "B"

PROCEDURES FOR SPEED HUMP INSTALLATION

The initial request for participation must originate from the Board of Directors of the HOA and where they may have authorized a property owner whose property adjoins the proposed street the subject of the speed hump program. A request in writing from the HOA and/or the HOA's authorized representative must be forwarded to the following address:

**Public Works Director
City of Mission
2801 N. Holland Avenue
Mission, Texas 78572**

A determination of eligibility based on a traffic engineering study conducted at the subject site will be made in a timely manner

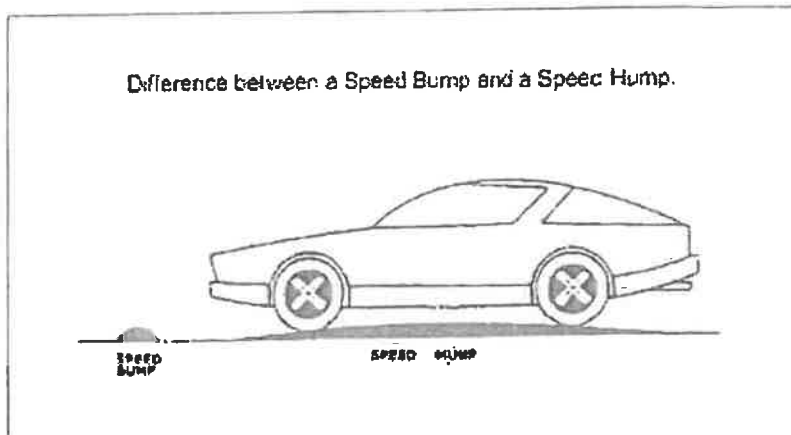
1. If the street is determined not to be eligible by introduction to the Traffic Safety Committee, the HOA will be given written notification of that determination and its reasons.
2. The decision may be appealed in writing to the Traffic Safety Committee within 15 calendar days of the notification date. The Chief of Police will call a meeting with the Traffic Safety Committee and will place the appeal on the next regularly scheduled Traffic Safety Meeting. The Traffic Safety Committee will normally review the determination and respond to the applicant(s) within 30 days of the appeal request. Notice will be given to the HOA through their authorized contact representative as reflected in the written application for program participation.
3. The HOA may appeal after a 'Denial' by the Traffic Safety Committee to the City of Mission's City Council.
4. If the street is determined to be eligible for consideration, a meeting will be arranged by the Public Works Department between the HOA and staff to define the petition area, the approximate speed hump location range. If still needed, the HOA will be instructed to submit a petition indicating that a minimum of two-thirds of the property owners on the street support the installation of speed humps as provided in the speed hump policy. Only petition forms supplied by the Public Works Department or exact duplicates may be used for this purpose.

After verification of the petitions, the Department will conduct the necessary traffic engineering studies and solicit comments and recommendations of other agencies. A determination of the street's eligibility for speed hump installation will be made in a timely manner.

1. If the street is determined not to be eligible for speed hump installation, the HOA will be notified in writing giving the reason(s).
2. If the street is determined to be eligible, the street will be placed on a list of street eligible for speed hump installation.

The Public Works Department will make a determination of the total installation cost sharing responsibility of the owners, if applicable, according to the speed hump policy.

1. Once a street is placed on the list of streets approved for speed hump installation, the City will submit a statement to the HOA representative for the cost of the speed hump installation. Upon receipt of full payment of the cost, the humps will be installed as scheduling permits.
2. If full payment has not been received within one year from the statement date, the street will be removed from the list of streets approved for speed hump installation and all monies received for construction, if any, will be returned to the HOA representative of record.



ORDINANCE NO. 3644

AN ORDINANCE OF THE CITY OF MISSION, TEXAS ESTABLISHING THE PROCESS BY WHICH HOMEOWNER'S ASSOCIATIONS OF MISSION, TEXAS, MAY REQUEST A SPEED HUMP INVESTIGATION, THE ESTABLISHMENT OF THE PROCEDURES FOR SPEED HUMP INSTALLATION AND THE ESTABLISHMENT OF SPEED HUMP INSTALLATION POLICY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS THAT CHAPTER 110 OF THE CODE OF ORDINANCES IS HEREBY AMENDED BY ADDING THE FOLLOWING:

SECTION 1: Homeowner Associations which are non-profit corporations and are in good standing with the Offices of the Texas Comptroller of Public Accounts and the Texas Secretary of State requesting the installation of speed humps must follow the established process beginning with a Request for Speed Hump Investigation, followed by the Procedures for Speed Hump Installation and Speed Hump Installation Policy for speed humps that are approved.

SECTION 2: The initial request for a Speed Hump on a city street must commence with the filing of a Request for Speed Hump Investigation (See Attachment – Exhibit "A").

SECTION 3: Upon receiving a Request for Speed Hump Investigation, the following Procedures for Speed Hump Installation shall be followed and adhered thereto (See Attachment – Exhibit "B").

SECTION 4: Upon approval of a Speed Hump as outlined in Section 3, the City of Mission Speed Hump Installation Policy will be followed and adhered thereto (See Attachment – Exhibit "C").

SECTION 5: This ordinance shall become effective when it has been published as prescribed by law.

READ, CONSIDERED, AND APPROVED on this 25th day of April 2011.



Norberto Salinas, Mayor

ATTEST:


Anna Carrillo, City Secretary



EXHIBIT "C"

CITY OF MISSION SPEED HUMP INSTALLATION POLICY

GENERAL

Speed humps are an effective and appropriate device for safely reducing vehicle speeds on certain types of streets when installed in accordance with the provisions of this policy.

In order for speed hump installations to be effective, they should be located selectively after recommendation from the City Engineer and the concurrence from the Mission Traffic Safety Committee. The placement will be to improve the speeding problems and to minimize driver frustration and encourage safe driving practices.

This policy promotes reasonable opportunities for owners most affected by proposed speed hump to participate together in the process that leads to its installation.

DEFINITIONS

For the context of this policy only:

APPLICATIONS for speed humps include a City generated application form, the petition and a processing fee.

LOW DENSITY RESIDENTIAL DWELLINGS include single-family houses, townhouses, duplexes, triplexes and quadplexes;

SPEED HUMP is geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the traveled way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway;

TRAFFIC ENGINEERING SPEED STUDY will include the operational characteristics, and geometric characteristics of a typical day for 24 hours.

SPEEDS are 85th percentile speeds, i.e., the speed at or below which 85 percent of vehicles are traveling;

TYPICAL DAY is defined as Tuesday, Wednesday, or Thursday. Should the residential area impacted have in its peripheral a commercial site Typical day may include Friday and or Saturday.

SPEED CRITERIA is the speed that is 5 mph or greater over the legal speed limit (30 mph);

STREET refers to the street length that is being petitioned; it must be a public city street. It is a 1000-foot segment generally centered on the proposed location of the humps, or the length of the block, whichever is greater. If the 1000-foot segment extends into any part of the adjacent block, it includes the entire length of this adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

ELIGIBILITY REQUIREMENTS

All of the following criteria must be satisfied for a street to be considered eligible for speed hump installation.

1. **Petition.** A petition that documents that a minimum of two-thirds of the owners in low-density residential dwellings on the street that support the installation of speed humps. In instances where speed humps will affect other roadways i.e. (grid network) the HOA will be required to obtain a petition that documents that a minimum of two-thirds of the property owners along the total affected areas are in favor of the speed hump. The HOA will be responsible for distribution and collection of all petitions.
2. **Location of the Street -** The lane uses of the properties abutting the street where the speed hump is proposed must be composed primarily of low-density residential dwelling.
3. **Operational Characteristics of the Street**
 - A. The street must be used to provide access to abutting low-density residential properties (local residential street).
 - B. There must be no more than one moving lane of traffic in each direction.
 - C. Traffic volumes must be more than 300 vehicles per day.
 - D. Vehicle speeds must meet the Speed Criteria.
 - E. The street must have a speed limit of 30 mph as determined in accordance with State Law.
 - F. The City Police Chief, the Fire Chief and the City Engineer or designee(s) must all approve the speed hump location.
 - G. The street must not be any of the Major Roadways shown on the Thoroughfare Plan and greater and or any other roadway classified by the City of Mission and/or TXDOT as a collector and or greater..
 - H. Paved traveled ways that do not function as a street such as alleys, parking lot circulation routes, and commercial service drives are not eligible for the installation of speed humps, regardless of any identification signs, due to their operational characteristics.
 - I. The city may elect to place a speed hump at the request of the Chief of Police, the Fire Chief, or the City Engineer. The placement of such speed humps will be reviewed by city staff, submitted to the Traffic Safety Committee for review and advisory action, and then presented to the Mission City Council for final action.

GEOMETRIC CHARACTERISTICS OF THE STREET

The street must have adequate sight distances to accommodate safely the hump as determined by the Public Works Department and City Engineer.

The street must not have curves or grades that prevent safe placement of humps. Humps may be located on streets that contain curves and/or grades, but the hump itself should not be located within a significant horizontal curve, on a vertical grade greater than eight percent.

The street shall be paved. If there are no curbs, a special design must be used to prevent vehicle run-around.

The street shall have a minimum width of 30' and a maximum width of 44'.

The street must have a history that shows the need for traffic-calming. New Subdivision Developments should consider traffic-calming methods other than speed hump and should consider speed humps only as a last resort.

Private property in the City Limits is not governed or controlled by this Speed Hump Installation Policy.

In the case of areas with grid networks a comprehensive study of all affected roadways will need to be assessed.

Speed humps are designed to attract the attention of the driver. Therefore, the installation of a speed hump within the limits of a school zone or in areas where pedestrians frequently cross a traveled way increases the chance of pedestrian conflict. Speed humps shall not be installed in such areas.

COST RESPONSIBILITY

The HOA will be fully responsible for processing fees as determined and is quantified by individual street segments. If it is so desired by the HOA to study the subject street on a non-typical day, the HOA will be responsible for additional processing fees. City also reserves the right to conduct an independent study to verify results. The City Engineer or designee will make the final determination of the study results.

The cost for the speed hump installation (including signs, pavement markings and, if necessary, special design features such as bollards, curbing or guardrail) will all be pre-paid by the Homeowners Association(s).

The term "resident", when used, does not necessarily refer to the petitioners. It is used to define the share of the cost that may be paid by one or more of the residents or from other private sources.

SPEED HUMP REMOVAL AND ALTERATION

The process for speed hump removal or alteration by residents will require a petition that documents that a minimum of two-thirds of adjacent property owners on the street support its removal. There is no City

participation in cost sharing for the removal of speed humps. The City of Mission will always have the right to remove a speed hump if it is deemed to be in the City of Mission's best interests.

Should the need arise to have the speed hump replaced due to general wear & tear, the costs to have the speed hump replaced shall be fully borne by the HOA. Should the total costs of replacement not be forthcoming after a timely manner, the City of Mission shall have the right to have it removed. Once the HOA provides the full replacement costs, the City can thereafter install new speed humps at the same location wherein it was previously removed.

SPEED HUMP LOCATION

A speed hump must not be located in front of a property if the property owner objects to its placement.

The exact speed hump location shall be determined by the City Engineer with the concurrence of the Traffic Safety Committee and approval of the City Council.

The speed hump shall not be located or constructed such that it interferes with the proper drainage of the street.

Speed hump should not be located within 10' from the nearest driveway.

DESIGN STANDARDS AND PROCEDURES

The City of Mission Street department shall prepare and maintain current design standards and installation procedures for speed humps in accordance with this policy.