CITY OF MISSION

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: March 24, 2026

PRESENTED BY: Andy Garcia, Co-Interim City Manager

AGENDA ITEM: Approval of Resolution # _____ of the City Council of the City of Mission amending the Mission Economic Development Corporation Bylaws – A. Garcia

NATURE OF REQUEST:

Resolution is to clarify and update provisions in the Bylaws so that they are consistent with Resolutions 1769, 1284 and 1589;

Specifically, the Bylaws relating to the appointment of a Chief Executive Officer, employment of employees, and Powers and Duties of the Board.

- The MEDC Board of Directors shall have the right to recommend that an employee be hired for any leased employee position, such employee having been selected by the CEO of the MEDC and approved by the MEDC Board of Directors
- The number of employees deemed necessary for the MEDC shall be at the sole discretion of the MEDC Board of Directors. The CEO subject to MEDC Board of Directors approval, shall set the salary for each leased employee position, with the exception of the salary of the CEO
- The Board of Directors shall have the exclusive right to choose the CEO of the MEDC. The Board of Directors shall have the right to negotiate the terms of the employment contract of the CEO
- The City Council shall have ultimate approval of the salary of the CEO of the MEDC.
- The CEO and MEDC employees will be leased to MEDC by City pursuant to the Employee Lease Agreement
- The CEO of the MEDC shall report to the City Manager of the City and all of the remaining employees leased by the City to the MEDC will report to the CEO of the MEDC
- The City Manager will be given the authority to conduct any disciplinary action and conduct the performance evaluation for the CEO
- The CEO shall, upon request by City Manager, provide to City Manager information, reports, updates, and access to documents as necessary to allow the City Manager to effectively exercise supervisory responsibilities and to complete City related reports, audits, or budgets.
- The CEO shall report to the Board of Directors with respect to all duties, actions, and decisions requiring Board approval under these Bylaws. The reporting obligations to the City Manager established herein shall not diminish or supersede the authority of the Board of Directors, except as expressly provided by action of the City Council.

Section II. Powers and Duties of the President

- The President shall preside at the meetings of the Board of Directors. The President shall see that all orders and resolutions of the Board are carried into effect.

SECTION III. Section VI added to Article I POWER AND PURPOSES as follows:

Section VI. Reporting Requirements to City of Mission

- The MEDC shall report the following reports to the City of Mission to the attention of the City Council and City Manager:
- Quarterly financial reports and Quarterly Performance Reports which shall be due within forty-five (45) days following the end of each calendar quarter during the EDC's fiscal year; and
- Audited Annual Financial Report and Annual Performance Report which shall be due within one hundred twenty (120) days following the end of the EDC's fiscal year.

STAFF RECOMMENDATION: Approval

Departmental Approval: N/A

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *JPT / AG*

RECORD OF VOTE:

APPROVED: _____

DISAPPROVED: _____

TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING_____