



MEETING DATE: October 13, 2026
PRESENTED BY: Andy Garcia, Co-Interim City Manager
AGENDA ITEM: Discussion and possible action on matters related to the approval of a Professional Services Consultant Contract for the Civil Service Director between the City of Mission and Jesse Lerma, in accordance with Chapter 143 of the Texas Local Government Code, to include serving as Safety Coordinator and administration of the City's 311 application – Garcia

NATURE OF REQUEST:

Consultant agrees to meet the requirements pursuant to Chapter 143 for eligibility to serve as Civil Service Director throughout the duration of this Agreement. Consultant will provide overall management and administration of the City's 311 Application. To include coordinating with City staff to ensure monitoring and managing of service requests by tracking, routing, and ensuring timely follow-up with the appropriate departments. Consultant shall also make direct contact with City residents regarding requests. Assist the Human Resources Department with the monitoring and promotion of workplace safety programs and practices throughout City operations. This Agreement shall be for a period of one (1) year beginning on November 1, 2026, and ending on October 31, 2027 at a cost of \$4,000.00 per month.

BUGETED: Yes **FUND:** General **ACCT. #:** 01-417-34499

BUDGET: \$60,000 **EST.** \$48,000 **CURRENT BUDGET BALANCE:** \$60,000
COST:

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance / Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *AG*

RECORD OF VOTE: **APPROVED:** _____
DISAPPROVED: _____
TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____