

## **CITIZEN'S ADVISORY COMMITTEE**

**March 28, 2023**

### **Teleconference/Hybrid Public Hearing/Regular Meeting**

#### **Members Present**

Lorenzo Garza  
Roxanne Mendez  
Alma Garcia  
Zoreida Lopez  
Alex Guerra  
Cynthia Pacheco  
Kathy Casillas  
Victor Anzaldua

#### **Members Absent**

Elizabeth Segovia

#### **Staff Present**

Jo Anne Longoria  
Helen Torres

#### **Guests Present**

Dee Ochoa- Silver Ribbon  
Anita Jenny- Amigos del Valle, Inc.  
Martha Lopez- Amigos del Valle, Inc.  
Belen Gonzalez- ToGive International- Virtual  
David Perez- Comfort House Services-Virtual  
Pam Voss- CAMP University  
Veronica Whitacre- CASA of Hidalgo County-Virtual  
Rolando Flores- LRGVDC Area Agency on Aging  
Patricia Rosenlund- Easter Seals Rio Grande Valley-Virtual  
Roxanne Pacheco- Hope Family Health Center- Virtual  
Roberto Haddad- Hope Family Health Center- Virtual  
Cynthia Torres- Affordable Homes of South Texas, Inc.  
Jesus Sanchez- Children's Advocacy Center-Virtual  
Cynthia Stojanovic- Director- Mission Historical Museum  
Frank Cavazos- Fire Marshal- Mission Fire Department  
Brad Bentsen- Director Parks & Recreation Department  
Pete Lopez- Parks & Recreation Department  
Jody Tittle- Assistant Fire Chief- Mission Police Department  
Michael Elizalde- Director- Mission Grants

#### **Call Public Hearing to Order**

Chairman Lorenzo Garza called the Public Hearing/Regular Meeting to order at 5:31 p.m. Ms. Jo Anne Longoria conducted roll call. She stated eight members were present, therefore there was quorum.

### **Citizens Participation**

Chairman Garza asked if there were any citizens present to discuss any items on the agenda or to express their concerns on this Public Hearing. With no one present and no comments, he continued with the next item.

### **Presentation on the Needs of the City for the Five-Year Consolidated Plan & Strategy 2023-2027 Annual Action Plan FY 23-24**

Chairman Garza welcomed everyone, proceeded to the presentations and called on the first agency.

### **Public Agency Requests:**

#### **Silver Ribbon Community Partners**

Ms. Dee Ochoa, Executive Director introduced herself and thanked the committee for their support. She provided a brief summary of their request for \$6,000.00 to provide services to disabled (18+) individuals and elderly (65+). She mentioned they provide financial assistance with rent, rent deposits, utilities, utility deposits, and medical equipment which prevents them from eviction and becoming homeless. After a brief discussion, Chairman Garza thanked Ms. Ochoa for her presentation and proceeded with the next presentation.

#### **Amigos Del Valle, Inc.**

Ms. Anita Jenny, Nutrition Director and Ms. Martha Lopez Nutrition Coordinator introduced themselves to the committee members. Ms. Jenny provided a presentation of the services they offer for senior housing assistance, congregate meals, meals on wheels, transportation, and free meals for veterans. She explained that they are currently offering daily hot meals and activities to 50 senior citizens at their Amigos Del Valle Mission Center. Ms. Lopez provided a brief summary of the request for \$65,000.00 to expand meals on wheels services to 49 Mission residents that includes 12,241 meals for 249 service days at a meal rate of \$5.31 per meal. After a brief discussion, Chairman Garza thanked Ms. Jenny and Ms. Lopez for their presentations and proceeded with the next presentation.

#### **ToGive International**

Ms. Belen Gonzalez, Program Coordinator introduced herself to the committee members. She provided a brief summary of the request for \$14,000 to provide scholarships to 10 eligible students for fine arts education and training classes at Creative Arts Studio. She stated students will be able to attend two days, one hour each day Mon-Thurs or Saturdays for two hours, and will be able to select a class of their choice within the course catalog (dance, visual art, theatre, or music). After a brief discussion on the services provided, Chairman Garza thanked Ms. Gonzalez for her presentation and proceeded with the next presentation.

#### **Comfort House Services**

Mr. David Perez, Executive Director introduced himself and thanked the members for their support. He explained the agency provides twenty-four-hour palliative care to terminally ill individuals who have a prognosis of four months or less to live. He stated there is a ten-bedroom home in McAllen, where they house individuals from the Rio Grande Valley and surrounding counties. The funds requested of \$5,000.00 will pay for a small salary portion for 2 caregivers that

will provide terminally ill individuals with the best support and care before the patient passes. After a brief discussion, Chairman Garza thanked Mr. Perez for his presentation and proceeded with the next presentation.

#### **C.A.M.P. University**

Ms. Pamela Voss, Executive Director introduced herself. Ms. Voss explained that C.A.M.P. University is a day habilitation program that provides opportunities for young adults with special needs to continue developing life and social skills after high school and are requesting \$6,000.00. She stated that the program promotes staying active socially, mentally and physically in order to reach their own maximum potential. Ms. Voss mentioned that the requested amount would cover the salaries for Education Specialist I and II, Program Leader and Recreational Trainer. She mentioned that the assistance would be greatly appreciated by everyone at C.A.M.P. University. After a brief discussion, Chairman Garza thanked Ms. Voss for her presentation and proceeded with the next presentation.

#### **CASA of Hidalgo County**

Ms. Veronica Whitacre, Executive Director introduced herself and thanked the committee for their support. She provided a brief summary of the request for \$1,000.00 to provide services to abused and neglected children by representing them during court proceedings. She mentioned that the agency continues with challenges to serve due to the removal process: CPS is required to classify the situation as being in imminent danger (House Bill-567). She explained that funds are utilized for salaries and mileage for Case Managers. After a brief discussion, Chairman Garza thanked Ms. Whitacre for her presentation and proceeded with the next presentation.

#### **LRGVDC- Area Agency on Aging**

Mr. Rolando Flores, introduced himself, thanked everyone for their support and explained that they are requesting \$20,000.00 for health maintenance (prescribed medication and medical supply equipment), residential repairs/modifications, and homemaker services (housekeeping, home management, and meal preparation). This budget would be used to pay for minor repairs like grab bars, handicap toilets, door widening as well as medical supplies, equipment, housekeeping, and home management. Direct services provided are for people over the age of 60. Mr. Flores mentioned the areas covered by the agency include Hidalgo, Cameron, and Willacy counties. Vicechairman Zoreida Lopez asked about the agency struggles with payment requests. Mr. Flores said the struggle is waiting on the checks to clear from pharmacies. Ms. Pacheco inquired about the waiting list and the waiting time. Mr. Flores mentioned the approximate waiting time is 3 to 4 months and big projects 5 months. After a brief discussion, Chairman Garza thanked Mr. Flores for his presentation and proceeded with the next presentation.

#### **Easter Seals**

Ms. Patricia Rosenlund, Executive Director introduced herself and thanked the committee for their support. She provided a brief summary of the request for \$4,000.00 to serve 3 clients (\$1,333 per client) to provide rehabilitation therapy services to low income, individuals who may have been injured and have no insurance. She mentioned they assist adults and children, three years and older who acquired a disability as a result of an injury or illness. After a brief discussion, Chairman Garza thanked Ms. Rosenlund for her presentation and proceeded with the next presentation.

#### **HOPE Family Health Center**

Ms. Roxanne Pacheco, Executive Director introduced herself and introduced Chairman Roberto Haddad board member. Ms. Pacheco provided a brief summary of HOPE Family Health Center the agency provides medical and behavioral health services including chronic disease management, psychotherapy, nutrition education, lifestyle management, case management, care coordination, COVID-19 education, awareness, and vaccines clinics to low-income population of the Rio Grande Valley. She stated the requested amount of \$4,000 will be used to assist 30 patients with office visits, consultations, referrals, lab fees, medication and prescription fees, case management services, diagnostic testing, etc. After a brief discussion, Chairman Garza thanked Ms. Pacheco for the presentation and proceeded with the next presentation.

#### **Affordable Homes of South Texas, Inc.**

Ms. Cynthia Torres, Director of Grants & Resource Development, introduced herself to the members. Ms. Torres explained their request for \$200,000.00 will assist eligible low to moderate income families to become first-time homeowners by subsidizing mortgage principal amounts to make loan payments affordable. She mentioned the funds would benefit 7 families with a projected subsidy level of \$26,286.00. She stated that \$184,000.00 would be used for the homeownership assistance and \$16,000.00 would for administration costs. After a brief discussion, Chairman Garza thanked Ms. Torres for the presentation and proceeded with the next presentation.

#### **Children's Advocacy Center of Hidalgo County**

Mr. Jesus Sanchez introduced himself and explained that the center is requesting \$15,000.00 to assist 100 children \$150 each to provide services for victims of abuse. He mentioned the agency has been serving for 23 years and provides family advocacy to children to address their needs and provide mental health services. Mr. Sanchez stated the agency works with Child Protective Services, Police Departments and other agencies. He stated that the funding will be used for salaries for a coordinated team investigation to reduce the emotional trauma on child abuse victims. Additional services include sexual assault examination, child/play therapy intervention counseling, case review, long term individual and family counseling, case tracking and follow up services. Ms. Pacheco inquired about the employees being licensed. Mr. Sanchez mentioned Children's Advocacy Center of Hidalgo County provides training to all employees. After a brief discussion, Chairman Garza thanked Mr. Sanchez for the presentation and proceeded with the next presentation.

#### **Departments Requests:**

##### **Mission Historical Museum**

Ms. Cynthia Stojanovic, Mission Historical Museum Director introduced herself to the members. Ms. Stojanovic provided a brief summary of the request of \$65,000 for a historic resource survey. She stated the data collected from the survey would allow the Mission Preservation Program to plan for the preservation, restoration, and rehabilitation of structures needed for economic development and downtown housing initiative. After a brief discussion, Chairman Garza thanked Ms. Stojanovic for the presentation and proceeded with the next presentation.

### **Mission Fire Department**

Mr. Francisco Cavazos, Fire Marshal introduced himself to the members. Mr. Cavazos provided a brief summary of the request of \$39,517.50 to purchase equipment that will benefit the elderly and youth. The Mission Fire Department is requesting support to make one-time purchase of a BullEye Digital Fire Extinguisher Training System and a 4 Room Inflatable ADA Compliant House. These items will serve as teaching tools for both young and elderly by teaching them what to do in case of an emergency in their homes or work places. After a brief discussion, Chairman Garza thanked Mr. Cavazos for the presentation and proceeded with the next presentation.

### **Public Works Department**

No one present

### **Parks & Recreation Department**

Mr. Brad Bentsen, Parks and Recreation Department Director introduced himself to the members. Mr. Bentsen presented his request of \$365,445 to purchase playground equipment and the construction of restrooms for Astroland Park at 115 S. St. Marie Mission Tx. He presented several pictures of the playground equipment Rocket Ship all-inclusive playground, Smart play Fire Station, and Market Café with synthetic padded turf. Vicechairman Lopez inquire about the park's restrooms been closed at night. Mr. Bentsen stated all parks restroom are closed at night. Ms. Pacheco inquire about Jose M. Lopez Park depreciated. Mr. Bentsen stated that he had coordinated with previous staff Chief Dominguez to implement patrolling in the area to decrease violence and depreciated. After a brief discussion, Chairman Garza thank Mr. Bentsen for the presentation and proceeded with the next presentation.

### **Mission Police Department**

Assistant Chief Jody Tittle Mission Police Department introduced himself to the members and presented his request of \$40,000 to be utilized on over time for after school and weekend presentations on drug use and abuse issues for the youth. The goal is to educate and enable out youth to reject illicit drugs. To promote the Drug Awareness Program and knowledge of the potential health, social and legal consequences of illicit drug use. Ms. Mendez inquire if the awareness includes the use of vapes. Assistant Chief Tittle said yes all vapes consuming have potential health effects. After a brief discussion, Chairman Garza thanked Assistant Chief Tittle for the presentation and proceeded with the next presentation.

Ms. Longoria went on to present the CDBG department requests:

### **Rental Assistance Program**

Ms. Longoria provided a summary of the Rental Assistance Program request \$20,000.00 which provides assistance and services to prevent individuals and families from becoming homeless.

### **Housing Assistance Program**

Ms. Longoria stated that for Housing Assistance Program request of \$725,000.00 is for reconstruction of eight (8) homes to eligible low-income families.

### **Housing Administration**

Ms. Longoria stated the Housing Administration request of \$115,000.00 to cover administration costs and overall CDBG program.

**Program Administration**

Ms. Longoria stated the Program Administration request of \$185,000.00 to cover administration costs and overall CDBG program.

**Call to Close Public Hearing and Open Regular Meeting**

Chairman Garza thanked the Agencies and city departments for their presentations and for assisting Mission residents. He closed the Public Hearing and opened the Regular Meeting at 7:17 pm.

**Citizen's Participation**

Chairman Garza asked if there were any citizens present that wanted to express their concerns at this Regular Meeting. With no one present and no comments, he continued with the next item.

**Discussion and Recommendation to Approve Minutes for Regular Meeting held on March 14, 2023 and Special Meeting held on March 21, 2023**

Ms. Helen Torres presented the minutes for Regular Meeting held on March 14, 2023 and Special Meeting held on March 21, 2023. There being no questions or comments, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Pacheco motioned to approve the minutes as presented. Vicechairman Lopez seconded the motion. Motion carried. (8-0)

**Other Business**

**A. Chairman's Comments**

Chairman Garza no comments.

**B. Committee Member's Comments**

Vicechairman Lopez inquired to informed Mr. Brad Bentsen to check on the lights at Bentsen park. Ms. Longoria informed the members present to review the funding requests and if the committee agree to add the funding recommendations item for the next meeting in the agenda. All members agreed. She informed the new members that the committee recommends and the department presents to City Council for approval followed by a 30 day comment period.

**Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Mr. Victor Anzaldúa motioned to adjourn meeting. Ms. Pacheco seconded. Motion carried (8-0). The meeting was adjourned at 7:21 P.M.

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Lorenzo Garza, Chair-person

**NOTICE OF SPECIAL MEETING & PUBLIC HEARING**  
**MISSION ECONOMIC DEVELOPMENT CORPORATION**  
**APRIL 5, 2023                      4:00 PM**  
**CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

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

**ABSENT:**

**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP  
Chad Young, CRI CPAs  
Esmeralda Yñiguez, CRI CPAs  
Aashna Khatwani, CRI CPAs  
Ernesto Gonzalez, CEO, Tekna Impact LLC  
Amelia Hernandez, Mgr., Tekna Impact LLC  
Emilio Fuentes, Tekna Impact LLC  
Tony Villarreal, Progress Times

**STAFF PRESENT:**

Teclo J. Garcia, Chief Executive Officer  
Joel Garza, Chief Operating Officer  
Stepanie Palacios, Financial Officer  
Judy Vega, Executive Assistant  
Blanca Davila, Director of Econ. Development  
Naxiely Lopez, Director of Marketing & Comm.  
Randy Perez, City Manager  
Angie Vela, Finance Director  
Ezeiza Garcia, Assistant Finance Director  
David Flores, Deputy City Manager  
Joe Salazar, Accountant

**1. Call to Order and Establish Quorum**

After establishing a quorum of the Board of Directors, President Richard Hernandez called the meeting to order at 4:05 PM

**2. Approval of Minutes: Meeting of March 1, 2023**

Carl Davis moved for approval of the meeting minutes of March 1, 2023 as presented. Motion was seconded by Noel Salinas and approved 6-0.

**3. Tekna Impact LLC Recognition**

CEO Teclo J. Garcia welcomed Ernesto Gonzalez, President of Tekna Impact LLC, a company that manufactures labels, which participates in international trade, and whom the Board recently incentivized. The company is located in Mission where they have numerous jobs, and plan to hire an additional 12. Mr. Gonzalez' company has been in business for 23 years. He introduced his General Manager Amelia Hernandez and Project Manager Emilio Fuentes. Sixty percent (60%) of Tekna Impact LLC's clients are maquiladoras and in the automotive industry. In cars for example, the company produces labels for parts like seat belts, seats, shafts, gas tanks, windows, and doors. A percentage of their business also produces labels for water tanks,

medical equipment, and for the food sector including meat packaging labels as well as produce. Mr. Gonzalez presented a short video to the Board on how labels are produced. He then thanked the Board for the opportunity to introduce his company.

President Richard Hernandez called for a recess at 4:21 PM. President Richard Hernandez called the meeting back to order with a full quorum present at 4:28 PM.

**4. Deliberation and possible action to approve MEDC Financial Statements & Independent Auditor's Report for fiscal year ended September 30, 2022**

CEO Teclo J. Garcia introduced Chad Young, Aashna Khatwani, and Esmeralda Yñiguez, partners with Carr Riggs & Ingram CPAs, to present MEDC's Financial Statements & Independent Auditor's Report for fiscal year ended September 30, 2022

Mayor Norie Gonzalez Garza joined the meeting at 4:29 PM.

Ms. Yñiguez briefly introduced the Carr Ingram & Riggs PLLC firm and proceeded by presenting the audit report with a slide presentation, inviting her colleagues, Mr. Young and Ms. Khatwani to join her. Ms. Yñiguez said this year the firm completed MEDC's audit as well as separate single audit report, a requirement for any organization that accepts federal grants of over \$750,000. In this case, MEDC accepted an EDA grant and a Wagner Peyser grant, which amounted to \$2 million combined. The firm also provided staff with information related to a material weakness on the single audit related to contributions and their recommendation related to the material weakness. She briefly reported on capital assets and long-term debts, and reported on required communications for the Board of Directors as well as management. President Richard Hernandez asked about the material weakness on the single audit, what was it? Ms. Khatwani said that financial transactions requiring signatures were not reported to the Finance Department. The recommendation was that the Finance Department is immediately informed by MEDC staff of any financial transaction requiring signatures. Ms. Yñiguez mentioned a new upcoming standard for audit reporting, GASB Statement No. 96, which will become effective in June 2022 and will apply to MEDC's 2023 FY audit reporting. This requirement will provide guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). Overall, the firm delivered a clean audit with no findings noted.

Secretary Deborah L. Cordova moved to approve MEDC Financial Statements & Independent Auditor's Report for fiscal year ended September 30, 2022. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

**5. Acceptance of Financial Statements: Unadjusted Financial Statements for December 2022 and January 2023**

Finance Director Angie Vela presented and recommended approval of the unadjusted financial statement for December 2022.

There being no changes or corrections, Carl Davis moved for acceptance of the unadjusted Financial Statement for December 2022 as presented. Motion was seconded by Noel Salinas and approved 7-0.

Financial Officer Stephanie Palacios presented and recommended acceptance of the unadjusted Financial Statement for January 2023.

There being no corrections or changes, Secretary Deborah L. Cordova moved for acceptance of the unadjusted financial statement for January 2023 as presented. Motion was seconded by Noel Salinas and approved 7-0.

**6. Deliberation and possible action to approve Invoice #11 from the City of Mission in the amount of \$180,776.21 related to an EDA grant**

Assistant Finance Director Ezeiza Garcia presented and recommended approval of Invoice #11 from the City of Mission in the amount of \$180,776.21. This invoice is related to a \$3 million grant being used for drainage improvements related to property being developed by Killam Development. Ms. Garcia briefly explained that the total maximum reimbursement was \$3,750,000. Total paid is \$2,247,402.95. Total reimbursed was \$3,066,626.74, leaving a balance of \$180,776.21, the amount of this invoice. She is requesting approval of the invoice.

Carl Davis moved for the approval of Invoice #11 from the City of Mission in the amount of \$180,776.21. Motion was seconded by Mayor Norie Gonzalez Garza and approved 7-0.

**7. Public Hearing: MEDC FY 2022-2023 Proposed Project Consideration concerning an economic incentive for a strategic marketing firm to be located at 801 North Bryan Road, Mission, Texas, in an amount not to exceed \$55,000 over a period of three years**

At 5:10 PM, President Richard Hernandez opened the public hearing to give citizens the opportunity to comment for or against the proposed project.

At 5:12 PM, President Richard Hernandez closed the public hearing with no comments heard. A Notice of Intention to undertake the project was published on March 3, 2023. The 60-day comment period will end May 4, 2023.

At 5:13 PM, President Richard Hernandez announced that the Board was convening in closed session.

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

**Deliberation and possible action regarding commercial or financial information received the Mission EDC from a business prospect with which the Mission EDC is conducting economic development negotiations or with which the Mission EDC seeks to have to locate, stay, or expand operations in or near the City of Mission (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:**

**A. Report from CEO as to potential prospects**

**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:**

**A. M.E.D.C. Land**

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

At 5:40 PM. President Richard Hernandez announced that the Board was convening in open session.

No action was taken.

Vice President Jose G. Vargas left the meeting at 5:41 PM

**9. CEO Report on Economic Activity**

CEO Tecló J. Garcia reported that he recently attended the 2023 Annual Viva Fresh Expo in Grapevine, Texas, as well as COO Joel Garza, Director of Marketing & Communications Naxiely Lopez, and Director of Economic Development Blanca Davila. This year's expo was one of the largest ever held. Surrounding states and Mexico participants were there promoting their products. This expo is important because it brings together producers looking for cold storage facilities. Mr. Garcia mentioned Mission Day in Austin, which was also a successful event where meetings were held with lobbyists and state elected officials. Mr. Garcia also attended the Site Selectors Guild Annual Conference in San Antonio, where sixty of the most influential site selectors met with individuals who help the world's largest firms help find the best locations for expansions. On CEED related news, Mr. Garcia said that the Council for South Texas Economic Progress (COSTEP) has expressed an interest in leasing space at CEED and staff are assisting in finding one for them. Wayland Baptist University is leasing space at CEED where they will begin holding classes. TV Azteca was occupying space on a courtesy basis but will soon begin paying at a full rate. Texas Woman's University will also be leasing space at a full rate. Mr. Garcia informed the Board on some upcoming events as follows: RODCO will be breaking ground on a new \$6.3 million facility on April 18, 2023 at 11:00 AM; UTRGV will be holding a ribbon cutting on Wednesday, May 3, 2023 at 11:00 AM at the CEED building; and Brand Geniuz will also be doing a ribbon cutting soon but a date has not been announced. Invitations to these and other upcoming events will be sent to the Board as soon as they become available. Mr. Garcia thanked the MEDC staff for their support.

**10. President Comments**

President Richard Hernandez thanked the Board for their time and service. He also thanked Mission EDC staff and wished all a joyful and happy Easter holiday.

**11. Adjournment**

At 5:58 PM, Mayor Norie Gonzalez Garza moved to adjourn the meeting. Motion was seconded by Carl David and approved 6-0.

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Richard Hernandez, President

ATTEST

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Deborah L. Cordova

**Mission Redevelopment Authority  
Board of Directors Meeting  
March 28, 2023**

**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, on March 28, 2023, at 12:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman  
Martin Garza, Vice Chairman  
Aissa I. Garza, Secretary  
Amanda O'Caña  
Albert X. Chapa  
Efrain Reyna Jr.  
Hector Moreno

All the above were present except Directors O'cana and Reyna. Also present at the meeting were Joe Morin, Angie Vela, J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chavez, Ricky Longoria, Joshua Longwell, Joe Salazar, David Flores, Cristian Garza, Damien B. Tijerina, Abel Bocanegra, Tim Austin, Ruben James de Jesus, and Judy Vega.

**Call Meeting to Order at 12:25 PM**

Chairman Penoli opened the meeting with a welcome to all. The Administrative Assistant confirmed a quorum was present.

**Approve minutes of the March 7, 2023, meeting of the Mission Redevelopment Authority**

Upon a motion duly made by Director Chapa and seconded by Director Moreno, the Board unanimously approved the meeting minutes of March 7, 2023 as presented.

**Project Reports**

Chairman Penoli recognized Engineer Ruben James de Jesus with Melden & Hunt to report on the **Bentsen Palm Development Phase III Project**. Mr. de Jesus reported that the contractor continues to test Assignment A sewer line, which runs through Sendero Subdivision the sewer line is completed and is pending the passing of compaction testing. Upon completion, the contractor will then air, mandrel, and camera test the lines. Assignment B sewer line which runs along the south side of Amigos del Valle the sewer line has been installed as per revision. Inspiration Road still needs to be paved back. Assignment C sewer line, at Inspiration Road crossing, has been completed, pending a segment approaching an existing lift station. Mr. de Jesus provided images on the project's progress. This work has begun. No further comments were made.

Chairman Penoli recognized Mr. de Jesus to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. Mr. de Jesus reported that this project involves 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. The design survey has been completed for this project along the proposed route for the sanitary sewer line and force main. The design plans are 90% complete. The final plan will be submitted to Hidalgo County Drainage District 1 and City of Mission Staff this month (March) for permits. The firm is coordinating the paperwork to bid the construction portion of the project this month. Mr. de Jesus provided images on the project's progress. No further comments were made.

Chairman Penoli recognized Mr. de Jesus to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. Mr. de Jesus said that next month (April), he will have more information related to the results of a proposed study that they have been working with jointly with the City of Mission related to Lift Station #10, located on Mile 2 & FM 495 (El Valle Subdivision), which produces sewer overflow through Inspiration Road. The plan is to reroute the sewer line to an existing lift station to alleviate overflow. Melden & Hunt is coordinating the study to find out how much infrastructure is needed and to see if the need for another sewer line can be eliminated. Nothing further was reported.

Chairman Penoli recognized Engineer Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II**. On **Phase I**, Mr. Tijerina mentioned that the project involves environmental assessment, public involvement, and schematics. He reported that on March 8, 2023, the firm submitted environmental documents to TxDOT, from comments received on February 27<sup>th</sup>. A mock meeting in which TxDOT, the City of Mission, and L&G Engineering participated was successful. TxDOT has approved the presentation and soon the firm will be uploading it on both the City of Mission and TxDOT's websites for the public to view. Mr. Tijerina said that notices to all ROW property owners have been sent and that the public hearing notices will be published in the newspaper three times with the first one being published on March 29<sup>th</sup>. The virtual public hearing will be from 5:30 PM on April 25<sup>th</sup> to May 10<sup>th</sup> at 11:59 PM. The in-person public hearing will be from 5:30 to 7:30 PM on April 26, 2023 at Leal Elementary School Cafeteria on Los Ebanos Road. No further comments were made.

On **Phase II**, Mr. Tijerina mentioned that Right of Way maps were submitted on March 10<sup>th</sup> to L&G. The firm submitted comments to the surveyor on March 22, 2023. L&G continues to work on 90% PS&E submittal, of which L&G is about 60% done with internally. The firm has sent United Irrigation District #1 a set of design plans for their review. Assistant City Manager J.P. Terrazas mentioned that he will be providing an engineer's estimate breakdown at the next meeting for this project. Phase II was approved by the Board last year at \$3.7 million. No further comments were made.

Chairman Penoli recognized Dr. Rolando Ortiz with **Killam Development** to report on their El Milagro Phase I Project. Dr. Ortiz said that Killam Development has spent about \$5.7 million on this project and shared a sheet that contained areas and their completion percentages, along with some photographs on the construction site. Chairman Penoli asked Mr. Terrazas on the verification of materials. Mr. Terrazas said that once materials are on site or installed, City of Mission staff goes out there to verify what's on site and also test what's in the ground. No further comments were made.

Chairman Penoli recognized Crystal Chavez, Project Manager with The Warren Group to report on the **Fire & Police Sub-Station #6**. Ms. Chavez mentioned that the project about 65% complete. She mentioned that the installation of concrete sidewalk is 90% completed and the perimeter concrete block walls is 55% complete. The general contractor will start working on the fire truck driveway on the north side of the property. Final grading on drives and parking lots is ongoing. Ongoing is the installation of exterior brick at the main entrance, the wall insulation, and gypsum board on the interior metal wall on both sides. Tape floating walls in the PD area is also in progress. The contractor continues to install duct insulation and wall escutcheons at the fire department side. Electrical rough in is in progress at the truck bay and fire department areas. Plumbing rough in is also ongoing in the fire department area. A total of 21 weather days were reported as of March 28, 2023. The Warner Group has submitted pay application #9 in the amount of \$446,507.51 for the pay period of February 23, 2023. On construction scheduling, three lead items extends the date of completion from February 2023 to September 2023 as follows: 1) PA Panel that powers AC units has an estimated delivery date on June 13, 2023; 2) Main disconnect switchboard has an estimated delivery date of April 19, 2023; and rooftop units estimated delivery by the end of April 2023. Ms. Chavez shared some images with the Board on the project's progress. Vice Chairman Martin Garza asked a question related to Pay Application #9. According to payments made on the Total Budgeted Sheet, nine payments have been made to TWG, therefore Pay Application #9 should be Pay Application #10. Mr. Terrazas mentioned that Pay Application #9 was correct and that the payments on the sheet are related to payments made to others working on the same project. Finance Director Ms. Vela said she will add the vendor's name on each payment moving forward. Ms. Chavez mentioned that she will be presenting a construction schedule at the next meeting. Assistant City Manager mentioned that he plans to present a Change Order, of about \$220,000+, related to the extension of Schuerbach Road at next month's meeting. Additional items will also be on that same change order related to Cat 6 and telecommunications that are necessary for the building and that were not on the original proposal. No further comments were made.

**Walsh Street Project:** Mr. Terrazas said this project is pending due to funding options.

**Mayberry Road Extension:** The developer, Ruben Hinojosa, is not ready to proceed with this project. An existing development agreement approved by the Board in mid-2022 was not executed by the developer. The agreement does not stipulates on a project completion deadline.

**1<sup>st</sup> Street Extension:** Las Esperanzas Subdivision, Mr. Terrazas reported that the developer has completed 80% of the infrastructure (utilities) and 80% on sewer. They are currently working on drainage. Chairman Penoli requested that some images be presented on the project's progress at the next meeting.

### **Review and Approval of MRA Investment Policy**

Upon a motion duly made by Vice Chairman Martin Garza and being seconded by Director Moreno, the Board unanimously approved the MRA Investment Policy as presented.

Secretary Aissa I. Garza left the meeting at 1:12 PM.

### **Deliberation and possible action regarding the selection of a financial advisor**

At 1:13 PM, Director Chapa moved to convene in Executive Session, under Texas Government Code Sec. 551.071, Consultation with Attorney, regarding legal matters related to negotiations for

Financial Advisor contracts. The motion was seconded by Director Moreno and approved unanimously.

The Mission Redevelopment Authority Board will reconvene in open sessions to take any actions necessary.

At 1:23, Director Vice Chairman Martin Garza moved to convene in open session. The motion was seconded by Director Moreno and approved unanimously.

Upon a duly made motion by Chairman Penoli, and being seconded by Director Moreno, the Board authorized the engagement of Hilltop Securities, Inc. for financial advisor services with the Mission Redevelopment Authority, subject to final approval of a financial advisor services contract by the Authority's legal counsel Tim Austin. Director Chapa abstained from voting.

Mr. Austin will contact Hilltop Securities Inc. to inform them of the selection. Mr. Terrazas said he will send notice to the companies that submitted proposals informing them of the selected firm.

### **Acceptance of financial report for February 2023**

Bookkeeper Joe Morin presented and recommended acceptance of the Financial Report for February 2023.

Upon a duly made motion by Vice Chairman Martin Garza, and being seconded by Director Chapa, the Board unanimously accepted the Financial Report for February 2023.

### **Status of Audit Report**

Assistant City Manager J.P. Terrazas and Bookkeeper Joe Morin provided a status on the Authority's audit report. Mr. Morin mentioned that he continues to work with the auditors and the city's Finance Department on the update of a budget analysis, an accrual summary, and an expenditures report, which he will provide to the auditors once completed. Chairman Penoli asked how much more time is needed to complete the reports? Finance Director Angie Vela mentioned that the next MRA Board meeting is April 25<sup>th</sup> and if the audit is not presented at that meeting, then a special meeting will need to take place in May because the City of Mission's audit is contingent on the approval of the Authority's audit. Auditor Ricky Longoria with Burton McCumber & Longoria LLP mentioned that time is of the essence and requested that if information has not been submitted, that it is submitted ASAP because the firm is now being challenged with the new deadline, which translates to the firm doing whatever it takes to meet the deadline. Mr. Longoria mentioned he will need to assign higher level staff to work nights and weekends at a higher rate. Chairman Penoli asked Ms. Vela and Accountant Joe Salazar to schedule a meeting with Mr. Morin to assist with the pending items since this was his first time working on an audit. Ms. Vela said a meeting has been scheduled for Thursday, March 30<sup>th</sup>. Secretary Aissa I. Garza voiced her concern on further delaying the completion of the audit, and asked if Board action was needed to extend BML's beyond their contract to complete the audit in order to meet the deadline rather than having to schedule another Board meeting to approve an extension. Within the scope of this agenda item, legal counsel Tim Austin said the Board may take action to extend BML's contract to take any steps necessary to complete the Authority's audit to meet the deadline of April 25<sup>th</sup>.

Upon a motion duly made by Secretary Aissa I. Garza, and seconded by Director Chapa, the Board authorized staff to cooperate with BML and take all steps necessary to complete the Authority's FY 2021-2022 audit report by April 25<sup>th</sup>.

### **Approval of invoices for March 2023**

Bookkeeper Joe Morin presented and recommended approval of all invoices for March 2023.

Upon a motion duly made by Vice Chairman Garza, and being seconded by Director Chapa, the Board unanimously approved all invoices for the month of March 2023.

### **Adjournment**

As there was no further business for the board to consider, upon a motion made by Director Chapa and being seconded by Director Moreno, the Board unanimously voted to adjourn the meeting at 1:36 PM.

### **Follow up items:**

**All projects:** Binders with project reports as presented each month. In progress.

**Walsh Road Expansion:** Update on how to fund this project.

**Inspiration Road Expansion Ph. II:** Mr. Terrazas will provide a breakdown on engineering cost estimates for this project.

**Police & Fire Sub-Station #6:** Mr. Terrazas will prepare a Change Order for the extension of Schuerbach Road, and other items related to telecommunications that were not on the original plan for this project. Ms. Chavez will provide a construction schedule.

**Mayberry Extension:** No deadline on this project's timeline is stipulated on an existing development agreement between the developer and MRA. The approved amount is \$96,486. The Development Agreement was signed by the Board but not the developer. Board direction is pending.

**1<sup>st</sup> Street Project:** Mr. Terrazas will provide images of the project's progress at the next meeting.

**Financial Advisor Services:** Were proposers notified of the selected firm?

**General Fund & Debt Service Investment Reports:** Beginning & ending fair market values need to be listed in the reports.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Mission Tax Increment Reinvestment Zone  
Board of Directors Meeting  
March 28, 2023**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission TIRZ #1, held a regular meeting, open to the public, March 28, 2023, at 801 N. Bryan Road, Mission, Texas and at 1:37 PM, the roll was called of the duly appointed members of the Board, to-wit:

David Penoli, Chairman  
Martin Garza, Vice Chairman  
Aissa I. Garza, Secretary  
Amanda O'Caña  
Albert X. Chapa  
Efrain Reyna Jr.  
Hector Moreno

All the above were present except Secretary Aissa I. Garza, and Directors O'Caña and Reyna. Also present at the meeting were Joe Morin, Angie Vela, J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chavez, Ricky Longoria, Joshua Longwell, Joe Salazar, David Flores, Cristian Garza, Damien B. Tijerina, Abel Bocanegra, Tim Austin, Ruben James de Jesus, and Judy Vega.

**I. Consider Consent Agenda**

- A. Call meeting to order and establish quorum
- B. Approve Minutes of the March 7, 2023 meeting of the TIRZ#1
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the March 28, 2023 meeting

Upon a motion duly made by Director Chapa and seconded by Director Moreno, the Board unanimously approved the minutes of the March 7, 2023 meeting of TIRZ #1.

Upon a motion duly made by Vice Chairman Martin Garza and seconded by Director Moreno, the Board unanimously approved the consent agenda.

**II. Adjournment**

As there was no further business for the board to consider, upon a motion made by Director Chapa, and being seconded by Vice Chairman Martin Garza, the Board unanimously voted to adjourn the meeting at 1:38 PM.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTICE OF MEETING  
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.  
JANUARY 25, 2023**

The Board of Directors of the Mission Economic Development Authority, Inc., held a meeting on Wednesday, January 25, 2023, at 4:00 PM, by teleconference, 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 Name Presiding Officer
2. Establish quorum
3. Swearing in of Appointed Board of Directors
4. Election of Officers: Chair, Vice Chair, Secretary, Treasurer
5. Approval of minutes: Meeting of November 29, 2022
6. Deliberation and possible action regarding the sale of all of Lot 1, Replat of Expressway Business Park Phase XII, an Addition to the City of Mission, Hidalgo County, Texas, according to the map filed under Document Number 2549697, Office of the County Clerk of Hidalgo County, Texas
7. Acceptance of Financial Report ended December 31, 2022
8. Adjournment

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***Minutes are as follows:***

**PRESENT:**

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

**ABSENT:**

**ALSO PRESENT:**

Greg Kerr, JGK&L, LLP

**STAFF PRESENT:**

Teclo Garcia, Chief Executive Officer  
Joel A. Garza, Chief Operating Officer  
Judy Vega, Executive Assistant  
Stephanie Palacios, Finance Officer  
Naxiely Lopez, Director of Marketing & Communications  
Randy Perez, City Manager  
J.P. Terrazas, Assistant City Manager  
Angie Vela, Finance Director  
Ezeiza Garcia, Assistant Finance Director  
Joe Salazar, Accountant

**1. Call to order and Name Presiding Officer**

Richard Hernandez called the meeting to order at 6:00 PM.

**2. Establish quorum**

Executive Assistant Judy Vega confirmed a quorum was present.

**3. Swearing in of Appointed Board of Directors**

Notary Public Judy Vega swore in the following Appointed Board of Directors: Richard Hernandez, Jose G. Vargas, Deborah L. Cordova, Estella Saenz, and Mayor Norie Gonzalez Garza.

**4. Election of Officers**

Mayor Norie Gonzalez Garza nominated the same officers as the Mission Economic Development Corporation Board to serve on this Board as follows: Richard Hernandez, Chair; Jose G. Vargas, Vice Chair, Deborah L. Cordova, Secretary; and Estella Saenz, Treasurer. All accepted.

Vice Chair Jose G. Vargas moved to elect the same officers as the Mission Economic Development Corporation Board to serve on this Board as follows: Richard Hernandez, Chair; Jose G. Vargas, Vice Chair, Deborah L. Cordova, Secretary; and Estella Saenz, Treasurer. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

**5. Approval of Minutes: Meeting of November 29, 2022**

Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of November 29, 2022 as presented. Motion was seconded by Vice Chair Jose G. Vargas and approved 5-0.

**6. Deliberation and possible action regarding the sale of all of Lot 1, Replat of Expressway Business Park Phase XII, an Addition to the City of Mission, Hidalgo County, Texas, according to the map filed under Document Number 2549697, Office of the County Clerk of Hidalgo County, Texas**

CEO Teclo J. Garcia said that this property was a small parcel, a property next to the Social Security Administration office on Business Park Drive, Mission, Texas in the Expressway Business Park. Mr. Adrian Arriaga with Sperry Commercial Real Estate Group is the listing agent for this property. Secretary Deborah L. Cordova asked if a real estate contract was in place, and whether it has been reviewed by counsel? Mr. Garcia said the property was under contract. Legal Counsel Greg Kerr recommended the approval of this sale is made subject to his review of the real estate contract.

Subject to legal counsel's review and approval, Treasurer Estella Saenz moved to approve the sale of all of Lot 1, Replat of Expressway Business Park Phase XII, an Addition to the City of Mission, Hidalgo County, Texas, according to the map filed under Document Number 2549697, Office of the County Clerk of Hidalgo County, Texas, in the amount of \$218,735 payable in full at closing, and to further authorize the CEO to execute whatever documents and pay whatever costs deemed necessary and reasonable by the CEO in order to consummate this transaction. Motion was seconded by Mayor Norie Gonzalez Garza and approved 5-0.

**7. Acceptance of Financial Report ended December 31, 2022**

Assistant Finance Director Ezeiza Garcia presented, and recommended approval of the Financial Report ended December 31, 2022. Ms. Garcia began her report by saying that the Beginning Balance was \$470,784. Total revenues were \$0.00. Total Expenditures were \$68.00. Total Ending Fund Balance was \$470,717. Total Assets were \$470,717. Total Liabilities and Fund Balance was \$470,717. Ms. Garcia informed the Board that this account stays conservative as there is not much ongoing activity. CEO Teclo J. Garcia reported that this property will be taken off the books once it is sold and said that three more properties in MEDA's name remain.

Vice Chair Jose G. Vargas moved to accept the Financial Report ended December 31, 2022 as presented. Motion was seconded by Secretary Deborah L. Cordova and approved 5-0.

**8. Adjournment**

At 6:08 PM, Mayor Norie Gonzalez Garza moved for adjournment. Motion was seconded by Vice Chair Jose G. Vargas and approved unanimously 5-0.

**MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.  
BOARD OF DIRECTORS MEETING HELD ON JANUARY 25, 2023 WERE  
APPROVED ON THIS THE 26<sup>TH</sup> DAY OF APRIL 2023.**

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Deborah L. Cordova, Secretary

**NOTICE OF MEETING  
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.  
JANUARY 25, 2023**

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, January 25, 2023, 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 Name Presiding Officer
  2. Establish quorum
  3. Swearing in of Appointed Board of Directors
  4. Election of Officers: Chair, Vice Chair, Secretary, and Treasurer
  5. Approval of Minutes – Meeting of November 29, 2022
  6. Acceptance of Financial Report ended December 31, 2022
  7. Discussion and possible action to approve Resolution No. 2023-01, A Resolution of the Board of Directors of the 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
  8. Adjournment
- 

Minutes are as follows:

**Members Present:**

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

**Also Present:**

Greg Kerr, JGKL LLP

**Absent:**

**Staff Present:**

Teclo Garcia, Chief Executive Officer  
Joel A. Garza, Chief Operating Officer  
Judy Vega, Executive Assistant  
Stephanie Palacios, Finance Officer  
Naxiely Lopez, Director of Marketing & Communications  
Randy Perez, City Manager  
J.P. Terrazas, Assistant City Manager  
Angie Vela, Finance Director  
Ezeiza Garcia, Assistant Finance Director  
Joe Salazar, Accountant  
Cristian Garza, Accountant

**1. Call to order and Name Presiding Officer**

Richard Hernandez was named Presiding Officer for this meeting and called it to order at 6:09 PM.

**2. Establish quorum**

Executive Assistant Judy Vega confirmed a quorum was present.

**3. Swearing in of Appointed Board of Directors**

Notary Public Judy Vega swore in the following Appointed Board of Directors: Richard Hernandez, Jose G. Vargas, Deborah L. Cordova, Estella Saenz, Noel Salinas, Carl Davis, and Mayor Norie Gonzalez Garza.

**4. Election of Officers**

Mayor Norie Gonzalez Garza nominated the same officers as the Mission Economic Development Corporation Board to serve on this Board as follows: Richard Hernandez, Chair; Jose G. Vargas, Vice Chair, Deborah L. Cordova, Secretary; and Estella Saenz, Treasurer. All accepted.

Jose G. Vargas moved for to elect the same officers as the Mission Economic Development Corporation Board to serve on this Board as follows: Richard Hernandez, Chair; Jose G. Vargas, Vice Chair, Deborah L. Cordova, Secretary; and Estella Saenz, Treasurer. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

**5. Approval of Minutes: Meeting of November 29, 2022**

Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of November 29, 2022 as presented. Motion was seconded by Vice Chair Jose G. Vargas and approved 7-0.

**6. Acceptance of Financial Report ended December 31, 2022**

Accountant Joe Salazar presented, and recommended approval of the financial report ended December 31, 2022. Mr. Salazar began his report by saying that Beginning Balance was \$104,758.99. Total Assets were \$104,758.99. Total Liabilities and Equity was reported at \$104,758.99. Net Income was reported at \$79.18. Interest earned was \$26,69 as of December 31, 2022 and Interest Paid to Date is \$314.13.

Vice President Jose G. Vargas moved to accept the financial report ended December 31, 2022. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

**7. Discussion and possible action to approve Resolution No. 2023-01, A Resolution of the Board of Directors of the 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**

CEO Teclo J. Garcia introduced this item by saying that Texas State Bank is the depository bank used for grant deposits received from institutions or companies wishing to fund MEDC education programs. This account is also used to disburse checks related to expenses to administer the programs. Mr. Garcia is requesting approval of the proposed resolution.

Mayor Norie Gonzalez Garza moved for approval of Resolution No. 2023-01 as presented. Motion was seconded by Noel Salinas and approved 7-0.

Resolution No. 2023-01,

A Resolution of the Board of Directors of the 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

**8. Adjournment**

The meeting was adjourned at 6:15 PM.

**MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC.  
BOARD OF DIRECTORS MEETING HELD ON JANUARY 25, 2023 WERE  
APPROVED ON THIS THE 26<sup>TH</sup> DAY OF APRIL 2023.**

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Deborah L. Cordova, Secretary



**KEEP MISSION  
BEAUTIFUL BEAUTIFICATION  
COMMITTEE REGULAR MEETING  
MISSION CITY HALL  
MARCH 7, 2023 at 5:30 PM**

---

**MINUTES**

**MEMBERS PRESENT:**

Lucille Cavazos  
Gavino Garza  
Mario Cantu

**ABSENT:**

Lisa Salinas

**STAFF PRESENT:**

Ruben Plata, Mayor Pro-Tem  
Juan Pablo Terrazas, Assistant City Manager  
Anais Chapa, Assistant City Secretary  
Roel Mendiola, Sanitation Director  
Yaritza Peña, Administrative Coordinator

**REGULAR MEETING**

**CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Roel Mendiola, Sanitation Director, called the meeting to order at 5:50 p.m.

**APPROVAL OF MINUTES – FEBRUARY 7, 2023**

Members took a few minutes to review the minutes from the meeting held on February 7, 2023 meeting. Ms. Yaritza Pena stated that her name had been misspelled. Mr. Gavino Garza moved to approve the minutes, with the correction of Ms. Pena's name. Motion was seconded by Mr. Mario Cantu, and approved unanimously 3-0.

**NEW BUSINESS**

**A. 501c3 Status**

Discussion began on the current status of our 501c3 application. It was stated by Mr. Roel Mendiola that at the moment, an application had not been submitted. Ms. Anais Chapa stated that in order for the application to be completed, we would have to have a complete board. At the moment, there was still one vacancy on the board. It was further explained that we would need to have all five members appointed to the board in order to complete the application and decide who would be named as directors for the non-profit organization. Mayor Pro Tem Ruben Plata was presented and stated that he would assist in getting the final member appointed to the board so that we would be able to proceed with the state application.

**B. Discussion of Upcoming Annual Trash Bash Event**

Mr. Mendiola began the discussion of this item by stating that this year's Annual Trash Bash event would be held on Saturday, April 29<sup>th</sup> at the CWV Park/Mayberry Pool. For this event, we were hoping to get between 200-250 volunteers from the community to come together in an effort to clear roadways and various areas of debris and litter. Last year, the event was a success, and we did have close to 200 volunteers. The issue at last year's event was that the

volunteers did not come back to the meeting point after the clean up to take part in the appreciation picnic. Our goal for this year's event was to have the volunteers come back to the starting point so that they can enjoy the appreciation picnic. As part of the picnic, we will also have the Mayberry pool open so that the volunteers can enjoy the pool. This year, we will partner with MCISD's Department of Transportation so that they can assist us in transporting the volunteers to their designated clean up areas. Mayor Pro Tem Plata suggested that we should place some volunteer groups on the major roadways (for example: Bryan, Shary, Conway etc.) so that they can be visible, and our citizens can see that we are participating in beautification efforts. Ms. Chapa also asked the members to assist in obtaining sponsorships for the event. Each member present was given five (5) sponsorship letters.

### **C. Discussion of Committee's Goals for 2023**

At our previous meeting, members were asked to come up with three goals that they would like to accomplish through the committee for 2023. After much discussion and voicing of ideas, it was decided that the group would focus on the following three goals: 1. Completing the 501c3 application in order to be able to operate as a non-profit organization, 2. Introducing a "Block Party" program where we can meet with residents and educate them on the proper waste disposal procedures while also providing roll-offs for a neighborhood clean-up, and 3. Come up with a mission statement and slogan to be able to purchase promotional items.

### **DATE AND TIME OF NEXT MEETING**

The next meeting will be held on April 4, 2023 at 5:45 p.m..

### **CHAIRMAN'S COMMENTS**

None.

### **MEMBER'S COMMENTS**

None.

### **ADJOURNMENT**

At 6:50 p.m., the meeting was adjourned.

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Roel Mendiola, Sanitation Director

**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
March 8, 2023**

**Commission-Present**

**Jerry Saenz-Chairman  
Polo Garza--Vice-Chair  
Michael Davis-Member**

**Staff Present**

**Jesse Lerma Jr-CS Director  
Douglass Williams-Interim Fire Chief  
Cesar Torres-Chief of Police  
Victor Flores-Atty  
David Flores-ACM  
Maribel Castellano-Adm PD**

**Call to Order**

Mr. Jerry Saenz called the meeting to order at 9:00 a.m.

**Approval of Minutes-February 21, 2023**

Mr. Lerma submitted the minutes for review. After a brief discussion, Mr. Garza made a motion to approve the minutes as submitted. Mr. Davis seconded the motion. Motion was approved unanimously.

**Approval of Mission Fire Department Promotional Examination Resource List for LT**

Mr. Lerma advised the Commission that Lt. Zuniga retired at the end of February so that created a vacancy for LT. Due to those actions we will need to start the process to fill the position. Mr. Lerma advised the Commission that Chief Torres was recommending the following sources for approval:

1. The Police Manager, 6<sup>th</sup> Edition
2. Police Management and Perspectives
3. Police Patrol and Operations Management, 3<sup>rd</sup> Edition

After a brief discussion, Mr. Davis made a motion to approve the resource list that was recommended by staff. Mr. Garza seconded the motion. Motion was approved unanimously.

**Approval of Mission Fire Department Promotional Examination Schedule for LT**

Mr. Lerma presented the Commission the following testing schedule for approval:

1. Post Resource List-March 8, 2023
2. 30 Day Notice-May 6, 2023
3. Deadline to Submit MOI- May 26, 2023
4. Date of Examination-June 8, 2023

After a brief discussion, Mr. Garza made a motion to approve the schedule as presented. Mr. Davis seconded the motion. Motion was approved unanimously.

**Pending Business**

Mr. Lerma and Chief Douglass went over the pending Meet and Confer Agreement with the Union at the FD. Chief Torres invited the Commission with a tour of his facility.

**Adjourn**

Meeting was adjourned at 9:15 a.m.