



MINUTES

PRESENT:

Norie Gonzalez Garza, Mayor
Jessica Ortega, Councilwoman
Ruben D. Plata, Mayor Pro-Tem
Alberto Vela, Councilman
Victor A. Flores, City Attorney
Randy Perez, City Manager
Anna Carrillo, City Secretary

ALSO PRESENT:

Lenny Garza
Jim & Beth Barnes
David Martinez
Brenda Enriquez
Rosa Rosas
Sylvia Gonzalez
Noel Salinas
Jeffery Earl
C. Garza

STAFF PRESENT:

Rosember Ramirez, Police Officer
Edgar Gonzalez, EIT
Claudia Barajas, IT Department
Corporal Javier M. Garza
Lieutenant Marco Ramirez Jr.

ABSENT:

Abiel Flores, Councilman

STAFF PRESENT:

Anais Chapa, Assistant City Secretary
David Flores, Asst. City Manager
Aida Lerma, Asst. City Manager
Jesse Lerma, Civil Service Director
Angie Vela, Finance Director
Michael Elizalde, Grants Administrator
Susie De Luna, Planning Director
Alex Hernandez, Asst. Planning Director
Jesse Lerma, Civil Service Director
Noemi Munguia, HR Director
Robert Hinojosa, Risk Management Director
Peter Geddes, Procurement Director
Joe Enriquez, Utilities Manager
Alex Fajardo, Media Relations
Charlie Longoria, Media Relations
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Brad Bentsen, Parks & Recreation Director
Christopher Navarrete, Deputy Fire Chief
Adrian Garcia, Fire Chief
Joanne Longoria, CDBG Director
Nereyda Pena, Assistant HR Director
Cynthia Lopez, Museum Director
Mario Flores, Golf Director
Jesse Mares, Facilities Supervisor
Angel Ramos, Veteran's Cemetery Director
Roel Mendiola, Sanitation Dept. Director
J. C. Avila, Fleet Director
Amy Tijerina, Events Manager
Kenia Gomez, Media Relations Director
Stephen Kotsatos, Health Director

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Pro Tem Ruben Plata called the meeting to order at 4:38 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Assistant City Manager David Flores led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

Councilman Alberto Vela filed paperwork with the City Secretary due to a Conflict of Interest on item 7 of the agenda.

PRESENTATIONS

1. Leadership Mission Update by Lenny Garza, President

Lenny Garza, Leadership Mission Class 39 President, gave an update on the ongoing activities and future projects of Leadership Mission. He stated that they recently held a class to over media and marketing with several presenters in the field. They would be hosting a fundraiser golf tournament on April 2nd. Funds from the golf tournament would be used for the "Welcome to Mission" neon signs to be placed on Shary Road and Conway. A recruitment mixer was scheduled for April 19th at the Grove, and Class 39 would be taking a tour of Mission PD and Fire departments on April 20th.

2. Report from the Greater Mission Chamber of Commerce

Brenda Enriquez, Mission Chamber of Commerce CEO, reported on upcoming chamber events such as: Mission Day at the Capitol on March 29th, "Effective Communication in Team Building" Lunch and Learn on March 29th, and the Spring Market on March 31st. It was also stated that there had been a decline in hotel occupancy and they were working to assess the situation and see what they could do to improve on this.

3. February 2023 Employee of the Month

Noemi Munguia, Human Resources Director, recognized Claudia Barajas for being selected as the Employee of the Month for February 2023. Claudia was nominated by Abram Ramirez, IT Director, for being a great asset to the department who is constantly learning and going the extra mile to ensure everything runs smoothly.

4. Departmental Reports

Councilwoman Jessica Ortega moved to approve the Departmental Reports. Motion was seconded by Councilman Alberto Vela and approved unanimously 4-0.

Mayor Garza logged off of the meeting at 4:45 p.m.

5. Citizen's Participation

None

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

6. Rezoning: Being 1.12 acres of land out of Lot 172, John H. Shary Subdivision, (AO-P) Agricultural Open Permanent to (C-3) General Business, Rosas Children Irrevocable Trust, and Adoption of Ordinance #5293

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located 1/8 of a mile west of Glasscock Road and Expressway 83 intersection along the north side of Expressway 83 (frontage). There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if there were any comments for or against the request.

There were no comments.

Upon motion by Councilwoman Ortega seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Rezoning: Being 1.12 acres of land out of Lot 172, John H. Shary Subdivision, (AO-P) Agricultural Open Permanent to (C-3) General Business, Rosas Children Irrevocable Trust, and Adoption of Ordinance #5293. Motion was seconded by Councilman Vela and approved unanimously 3-0.

ORDINANCE NO. 5293

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING BEING 1.12 ACRES OF LAND OUT OF LOT 172, JOHN H.
SHARY SUBDIVISION, FROM (AO-P) AGRICULTURAL OPEN PERMANENT TO
(C-3) GENERAL BUSINESS

7. Conditional Use Permit: Drive-Thru Service Window – Duck Donuts at 911 E. 9th Street, Being a 0.38 acre tract of land out of Lot 4, Resubdivision of Block L & G, of Wright Subdivision, C-3, Duck Donuts c/o Alberto Vela, and Adoption of Ordinance#

On March 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 360' west of Highland Park Avenue along the north side of Business Highway 83. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Victor Flores, City Attorney, stated that a disclosure of conflict of interest had been signed by Councilman Vela for this item; therefore, he would abstain from voting.

No action was taken for this item due to one of the three councilmembers present having to abstain.

8. Conditional Use Permit: To have a Restaurant in a C-2 Zone – Don Ponchitos Café Restaurant & Buffet at 800 E. 1st Street, Being Lots 88 & 89, Mayberry Plaza Ut No. 3, C-2, Jenny Hernandez, and Adoption of Ordinance #5294

On March 22, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the SE corner of Mayberry Road and E. 1st Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if there were any comments for or against the request.

There were no comments.

Upon motion by Councilwoman Ortega seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit: To have a Restaurant in a C-2 Zone – Don Ponchitos Café Restaurant & Buffet at 800 E. 1st Street, Being Lots 88 & 89, Mayberry Plaza Ut No. 3, C-2, Jenny Hernandez, and Adoption of Ordinance #5294. Motion was seconded by Councilman Vela and approved unanimously 3-0.

ORDINANCE NO. 5294

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT TO HAVE A RESTAURANT IN A C-2 ZONE –
DON PONCHITO'S CAFÉ RESTAURANT & BUFFET AT 800 E. 1ST STREET, BEING LOTS
88 & 89, MAYBERRY PLAZA UT NO. 3

9. Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – J.A.L.L's Sports Bar & Grill at 1810 W. Griffin Parkway, Suites B, C, & D, Being Lots 7 & 8, Inspiration Point Subdivision Ph. I, C-3, J.A.L.L.'s Sports Bar & Grill, and Adoption to Ordinance #5295

On March 8, 2023, the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit Renewal request. The subject site was located 300' from the NW corner of Inspiration Road and Griffin Parkway. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata asked if there were any comments for or against the request.

Mr. Guillermo Ramirez, 1810 W. Griffin Parkway, stated that he would be in compliance with all requirements but did ask for more leniency in regards to providing security guards. He stated he had very few incidents and would like to possibly reduce the amount of days to have security from Thurs-Saturday to only one day, Friday, which is was his busiest day.

Upon motion by Councilwoman Ortega seconded by Councilman Vela and approved unanimously, the public hearing was closed.

Councilwoman Ortega moved to approve the Conditional Use Permit Renewal: Sale & On-Site Consumption of Alcoholic Beverages – J.A.L.L's Sports Bar & Grill at 1810 W. Griffin Parkway, Suites B, C, & D, Being Lots 7 & 8, Inspiration Point Subdivision Ph. I, C-3, J.A.L.L.'s Sports Bar & Grill, and Adoption to Ordinance#5295 with the condition to require security for increased attendance or special events. Motion was seconded by Councilman Vela and approved unanimously 3-0.

ORDINANCE NO. 5295

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT RENEWAL FOR THE SALE & ON-SITE CONSUMPTION
OF ALCOHOLIC BEVERAGES – J.A.L.L'S SPORTS BAR & GRILL AT 1810 W. GRIFFIN PARKWAY,
SUITE B, C, & D, BEING LOTS 7 & 8, INSPIRATION POINT SUBDIVISION PH. I

CONSENT AGENDA

All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately. The City Council May Take Various Actions;

Including But Not Limited To Rescheduling An Item In Its Entirety For A Future Date Or Time. The City Council May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During The Meeting When Authorized By The Provisions Of The Open Meetings Act

10. Approval of Minutes

Regular Meeting – March 13, 2023

11. Acknowledge Receipt of Minutes

Animal Rescue & Adoption Advisory Board – January 10, February 7, 2023

Youth Advocacy Advisory Board – January 10, 2023

Citizen's Advisory Committee – February 14, 2023

12. Authorization to apply for the 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program

The Mission Fire Department was seeking authorization to apply for the 2022 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program. The department would apply for funding that would support the hiring of twelve (12) firefighters over a three-year grant period. The total project cost was \$2,322,424.00 and there was no match requirement for this program.

13. Authorization to execute six-month extension for the purchase of Hot & Cold Mix Asphalt for the Public Works Department

The City of Mission entered into a six-month contract with Frontera Materials for the purchase of Hot & Cold Mix. The extension had a 5% increase in price. Recommendation was based solely on estimated quantities and orders will be placed on an as needed basis throughout the six-month renewal term. This agreement will extend Bid No. 22-291-03-22 from April 1, 2023 thru September 30, 2023.

14. Authorization to Execute Second and Final One-Year Renewal for Group Life Insurance, Voluntary Life Insurance and Voluntary Long-Term Disability

In 2021, the City of Mission entered into a contractual agreement with Lincoln Financial Group for Group Term Life and AD&D, Voluntary Life Insurance and Voluntary Long-Term Disability. The terms for this contract were for one year with two one-year renewal options. Staff was seeking authorization to execute second and final one-year renewal option with no increase in rates.

15. Authorization to Execute Second and Final One-Year Renewal for Employee Assistance Program (EAP)

In 2021, the City of Mission entered into a contractual agreement with Deer Oaks EAP Services LLC, for our Employee Assistance Program (EAP). The terms for this contract were for one year with two one-year renewal options. Staff was seeking authorization to execute second and final one-year renewal option with no increase in rates.

16. Authorization to Execute First and Final One-Year Renewal for Flexible Spending Account

In 2022, the City of Mission entered into a contractual agreement with Flexible Benefit Service LLC for Voluntary Flexible Spending Account. The terms for this contract were for one year with a one-year renewal option. Staff was seeking authorization to execute first and final one-year renewal option with no increase in rates.

17. Authorization to Execute Second and Final One-Year Renewal Option for Voluntary Vision Insurance

In 2021, the City of Mission entered into a contractual agreement with Avesis for Voluntary Vision Insurance. The terms for this contract were for one year with two one-year renewal options. Staff was seeking authorization to execute second and final one-year renewal option with no increase in rates

18. Authorization to Execute First and Final One-Year Renewal Option for Voluntary Dental Insurance

In 2022, the City of Mission entered into a contractual agreement with Delta Dental for Voluntary Dental Insurance. The terms for this contract were for one-year with a one-year renewal option. Staff was seeking authorization to execute first and final one-year renewal option with no increase in rates.

19. Authorization to solicit Request for Proposals for Third Party Administrator

In 2020, the City of Mission entered into a contractual agreement with Blue Cross Blue Shield of Texas for Third Party Administrator, PPO Network and Pharmacy Benefit Management (PBM). The terms for this contract were for one year with two one-year renewal options, which have been exhausted. Staff was seeking authorization to solicit Request for Proposals.

20. Authorization to Solicit Request for Bids for Agent of Record Services

In 2020, the City of Mission entered into a contractual agreement with Pete Jaramillo Insurance for Agent of Record Services for Third Party Administrator. The terms for this contract were for one year with two one-year renewal options, which have been exhausted. Staff was seeking authorization to solicit Request for Bids.

21. Authorization to solicit for bids for Video Message Boards

Seeking authorization to solicit bids for portable video trailer mounted message boards for use as a communications platform for the general public for pre and post disasters in low income neighborhoods. The video message boards would serve as a secondary layer of information for alert action messages and vital information for the corona virus pandemic. The purchase will be via CARES Act CDBG-CV funding.

22. Approval of Resolution #1820 Regarding Waterline Access Agreement with Sharyland Water Supply within city ETJ for Eduardo's #20 Subdivision

The proposed Eduardo's #20 Subdivision is located within the service area of the Sharyland Water Supply Corporation and within the City of Mission's ETJ.

Sharyland Water Supply Corporation has adequate-sized water lines to support fire hydrants in the area and required an agreement be entered between the Corporation, the property owner and the City of Mission before such installation is allowed.

RESOLUTION NO. 1820

A RESOLUTION OF THE CITY OF MISSION, TEXAS TO APPROVE A
WATERLINE ACCESS AGREEMENT BETWEEN THE SHARYLAND WATER SUPPLY
CORPORATION, AND IZAGUIRRE REAL ESTATE HOLDINGS, LLC – EDUARDO'S
SUBDIVISION NO. 20

Councilwoman Ortega asked to remove items 14 through 20 from the list and be discussed individually.

Councilman Vela moved to approve all consent agenda items 10 thru 13, 21 and 22 as presented. Motion was seconded by Councilwoman Ortega and approved unanimously 3-0.

Mayor Garza rejoined the meeting via zoom at 5:07 p.m.

Councilwoman Ortega moved to approve consent agenda item 14. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 15. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilman Vela moved to approve consent agenda item 16. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 17. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 18. Motion was seconded by Councilman Vela and approved unanimously 4-0.

Councilman Vela moved to approve consent agenda item 19. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

Councilwoman Ortega moved to approve consent agenda item 20. Motion was seconded by Councilman Vela and approved unanimously 4-0.

APPROVALS AND AUTHORIZATIONS**23. Authorization to purchase ambulance equipment from Stryker**

The Mission Fire Department is seeking authorization to purchase ambulance equipment with a seven (7) year ProCare Prevent Service package from Stryker. Purchase cost in the amount of \$157,347.55, via sole source vendor of the products. ARPA funds would be utilized for this purchase.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to authorize purchase ambulance equipment from Stryker. Motion was seconded by Councilman Vela and approved unanimously 4-0.

24. Award Multiple Bids for Housing Assistance Program (HAP) Phase 22-I

On February 27, 2023 City Council authorized staff to solicit bids for five homes. The City of Mission has accepted and opened three (3) bid responses. Staff recommends to award these projects to the lowest responsive and responsible bidder for each home as shown below:

Andrew Salinas dba A-One Insulation – \$364,750

Reconstruction:

*209 E Melba Carter – \$94,750 (2/2 1100 sq ft)

128 S Slabaugh Ave – \$90,000 (2/2 970 sq ft)

213 Del Mar Ave – \$90,000 (2/2 970 sq ft)

415 N Slabaugh Ave – \$90,000 (2/2 970 sq ft)

Tabeza Holdings - \$91,900

Reconstruction:

969 N Los Ebanos – \$91,900 (2/2 970 sq. ft)

Andrew Salinas dba A-One Insulation and Tabeza Holdings met all the Terms & Conditions and Specifications and came within budget of each project. CAC met on March 21, 2023 and approved staff's recommendation to award multiple projects to the lowest responsive and responsible bidder

Staff and City Manager recommended approval.

Councilwoman Ortega moved to Award Multiple Bids for Housing Assistance Program (HAP) Phase 22-I. Motion was seconded by Councilman Vela and approved unanimously 4-0.

25. Approval of January 2023 Financial Statements

January 2023 Unadjusted Financials (attached)

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the January 2023 Financial Statements. Motion was seconded by Councilman Vela and approved unanimously 4-0.

UNFINISHED BUSINESS

None

ROUTINE MATTERS

City Manager Comments – Assistant City Manager David Flores introduced Stephen Kotsatos as the new Health Director for the City of Mission. Mission Day at the Capitol was held this week, March 28-March 30, RGV Food Bank Distribution on Tuesday, March 28th at Leo Pena Placita Park, Eggstravaganza Egg Hunt on Saturday April 1st at Speer Memorial Library and the Baseball/Softball Opening Ceremony on April 5th at Leo Najo Baseball Field.

Randy Perez, City Manager stated that the first day at the capitol was a successful day full of productive meetings to discuss future projects and endeavors.

Mayor's Comments – Mayor Pro Tem Ruben Plata mentioned that Mayor Norie Garza is in Austin representing the City of Mission, attending legislative meetings and discussing future projects.

City Council Comments – None

At 5:26 p.m., Councilwoman Ortega moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 4-0.

EXECUTIVE SESSION

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney), Section 551.072 (Real Property) and Section 551.087 (Economic Development) related to proposed Project Anchor. (City Attorney V. Flores and City Manager R. Perez)

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) and Section 551.074 (Personnel Matters) regarding organizational restructure update as directed by Council. (Council Members J. Ortega and A. Vela)

Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with City Attorney) related to Black Diamond Developers, LP, et al v. Homeowners' Association of Cimarron, Inc., et al (City Attorney V. Flores and City Manager R. Perez)

Upon conclusion of Executive Session at 6:44 p.m., Councilwoman Ortega moved to reconvene the regular meeting. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 4-0.

POSSIBLE ACTION ON ANY ITEM(S) AS DISCUSSED IN EXECUTIVE SESSION

Consideration and action, if any, related to proposed Project Anchor.

No action was taken on this item.

ADJOURNMENT

At 6:45 p.m., Councilwoman Ortega moved for adjournment. Motion was seconded by Councilman Vela and approved unanimously 4-0.