



MINUTES

PRESENT:

Norie Gonzalez Garza, Mayor
Ruben D. Plata, Mayor Pro-Tem
Jessica Ortega, Councilwoman
Marissa Ortega-Gerlach, Councilwoman
Alberto Vela, Councilman
Patricia A. Rigney, City Attorney
Mike R. Perez, City Manager
Anna Carrillo, City Secretary

ABSENT:

ALSO PRESENT:

Ricardo Salinas
Karen Prewitt
Jennifer Vasquez
Vanessa Hernandez
Ernesto Gonzalez
Taylor Kramer
Noel Salinas
Severo Saenz

STAFF PRESENT:

David Flores, Asst. City Manager
Juan Pablo Terrazas, Asst. City Manager
Andy Garcia, Asst. City Manager
Adrian L. Garcia, Fire Chief
Steven Kotsatos, Health Director
Vidal Roman, Finance Director
Alex Hernandez, Assistant Planning Director
Noemi Munguia, HR Director
Susie De Luna, Interim Planning Director
Abram Ramirez, IT Director
Abel Bocanegra, P.E., City Engineer
Cesar Torres, Chief of Police
Yenni Espinoza, Library Director
Brad Bentsen, Parks & Recreation Director
Roel Mendiola, Sanitation Director
JC Avila, Fleet Director
Aida Lerma, Mission Event Center Director
Teclo Garcia, MEDC CEO
Mike Fernuik, Golf Course Director
Amy Tijerina, Community Events Director
Daniel Perez, Police Officer

REGULAR MEETING

CALL TO ORDER AND ESTABLISH QUORUM

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 4:33 p.m.

INVOCATION AND PLEDGE ALLEGIANCE

Mayor Pro Tem Ruben Plata led the invocation and Pledge of Allegiance.

DISCLOSURE OF CONFLICT OF INTEREST

Mayor Pro Tem Plata has one on file for executive session item number two.

PRESENTATIONS

1. Proclamation - Fire Prevention Month - A. Garcia

Councilman Alberto Vela moved to approve the Proclamation – Fire Prevention Month. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

2. Proclamation - Food Safety Awareness Month – Kotsatos

Mayor Pro Tem Plata moved to approve the Proclamation – Food Safety Awareness Month. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3. August 2024 Employee of the Month – Munguia

Noemi Munguia, Human Resources Director, presented Adan Barrera III as the employee of the month for the month of August. Mr. Barrera was nominated by Sergeant Jesus Delgado and Chief Cesar Torres. Mr. Barrera has completed one year of service in the Criminal Investigations Division. During his first year, he was assigned a total of 298 cases of which 264 have been closed. He has proven his dedication and commitment to his service. Mr. Barrera promotes a positive attitude and is courteous to everyone.

4. Report from the Rio Grande Valley Humane Society - Jennifer Vasquez

Jennifer Vasquez, Rio Grande Valley Humane Society Interim Executive Director, gave an update on the overall operations of the shelter for the month of August. The save rate for the month of August was at 95%, a total of 161 animals were rescued (93 dogs, 68 cats), 100 animals were adopted, 15 dogs were reclaimed, 26 cats were returned to field, 4 cats died in care and 4 kittens were euthanized. This past weekend there was a microchip clinic where 192 residents showed up to microchip their pets. They also had three adoption clinics throughout the month and one big adoption event in Houston where 32 animals were adopted.

5. Report from the Greater Mission Chamber of Commerce – Brenda Enriquez

Vanessa Nichole Hernandez, Greater Mission Chamber of Commerce Vice President of Membership Development and Events, spoke about upcoming events such as: Ribbon Cutting for Taqueria Oviedo on September 24, Chamber Champion Ambassador Meeting on September 25th, UTRGV SBDC: Payroll Compliance Webinar on September 26th, Coffee, Croissants & Commerce: Health Care Insurance Education Meeting on October 15th, Annual Member Awards Banquet on October 3rd, Annual Member Appreciation Breakfast on November 21st.

6. Departmental Reports – Perez

Mayor Pro Tem Plata moved to approve the departmental reports as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

7. Citizen's Participation – Garza

Taylor Kramer, 1100 N. Ware Rd, spoke in reference to agenda item 12. He was concerned about an event that would be held at the event center next month and expressed that just like there are regulations for alcohol consumption, there should be restrictions on those types of events as well.

Karen Prewitt, 2101 Mauve Drive, was present to speak on two items, 19 and 34. She began with item 34 which was for authorization to enter into a contract with KM International for media

and public relations. She was concerned about the cost of this contract stating that at \$6,750 monthly, it would add up to \$81,000 annually at a rate of \$39 an hour. As a taxpayer, she would have liked to see the type of work that KM International had been producing for the city. She also stated that the city's Media Department currently had four employees so she did not understand why services needed to be contracted out. Since the agreement mentioned website development she was wondering why there had to be two separate contracts for this (item 19).

PUBLIC HEARING

PLANNING & ZONING RECOMMENDATIONS

8. Conditional Use Permit: To have 3 Shipping Containers for Office & Warehouse Use, 1405 Business Park Drive, Being all of Lot 2, Re-plat of Lot 13, Expressway Business Park Phase VIII, I-1, Arch Renati, LLC, Adoption of Ordinance #5553 - De Luna

On September 18, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 1,034' south of Trinity Street along the east side of Business Park Drive. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Garza asked if there were any comments for or against the request.

Ernesto Gonzalez, 401 Seguin Street, applicant for conditional use permit, appreciated the opportunity to present this project to council. He would like to bring this business to Mission to provide a better housing option for residents as well as to provide and create more employment opportunities. They currently have outstanding purchase orders for hundreds of tiny homes and are looking forward to conducting their business in Mission.

Teclo Garcia, MEDC CEO, stated that the EDC was extremely supportive of this project. They would like to showcase what can be done in Mission.

Councilman Vela moved to approve the Conditional Use Permit: To have 3 Shipping Containers for Office & Warehouse Use, 1405 Business Park Drive, Being all of Lot 2, Re-plat of Lot 13, Expressway Business Park Phase VIII, I-1, Arch Renati, LLC, Adoption of Ordinance #5553. Motion was seconded by Councilwoman Jessica Ortega and approved unanimously 5-0.

ORDINANCE NO. 5553

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A CONDITIONAL USE PERMIT TO HAVE 3 SHIPPING CONTAINERS FOR OFFICE & WAREHOUSE USE, 1405 BUSINESS PARK DRIVE, BEING ALL OF LOT 2, RE-PLAT OF LOT 13, EXPRESSWAY BUSINESS PARK PHASE VIII

9. Rezoning: Lot 8, Block 5, Taurus Estates #9 Phase I from (R-2) Duplex-Fourplex Residential to (R-3) Multi-Family Residential, Erika Padron, and Adoption of Ordinance# _____ - De Luna

On September 18, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 147' North of Azalea Street along the West side of N. Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended Denial.

Staff and City Manager recommended denial.

Mayor Garza asked if there were any comments for or against the request.

There were no comments.

Mayor Pro Tem Plata moved to deny the Rezoning: Lot 8, Block 5, Taurus Estates #9 Phase I from (R-2) Duplex-Fourplex Residential to (R-3) Multi-Family Residential, Erika Padron, and Adoption of Ordinance# _____. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

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 – Carrillo

Regular Meeting – September 9, 2024

11. Acknowledge Receipt of Minutes – Perez

Ambulance Board – April 16, 2024

Shary Golf Course Advisory Board – August 7, 2024

Civil Service Commission – August 8, August 30, 2024

Building Board of Adjustments – January 30, March 26, 2024

Planning & Zoning – July 3, July 17, August 7, August 21, 2024

12. Authorization to purchase beer, wine and liquor for resale at the Mission Event Center and Shary Municipal Golf Course – A. Lerma, M. Fernuik

Staff was requesting to purchase beer, wine & liquor for resale on as needed basis at the Mission Event Center and Shary Municipal Golf Course from the following vendors. Glazer's Beer and Beverage, L&F Distributors, Holiday Wine & Liquor thru September 30, 2025. As per Texas Local Government Code 252.022(D)(14) General Exemptions, "goods purchased by a municipality for subsequent retail sale by the municipality" the goods acquired by the Mission Event Center and Shary Municipal Golf Course are exempt from the competitive bid process.

- Mission Event Center budget not to exceed \$72,000
- Shary Municipal Golf Course not to exceed \$60,000

13. Authorization to execute the First One-Year renewal option for Document Storage, Destruction and Other Related Services with 3GS, LLC – Carrillo

Seeking authorization to execute the First One-Year Renewal option with Lone Star Shredding and Document Service DBA 3GS, LLC; this was the first of two renewal options. The contract term was for one year with the option to renew for two additional one year terms; the first with no increase in pricing. This renewal would extend Bid No. 22-543-09-06 to begin on October

21, 2024 and end on October 20, 2025 with a 0% price increase as per the terms and conditions.

14. Authorization to purchase Automotive Parts, Fluids, Maintenance equipment and supplies via cooperative contracts from AutoZone Region 4 R211201, Advance Auto Parts BuyBoard Contract #715-23, O'Reillys Auto Parts Sourcewell Contract 032521-ORA, Arnold Oil Company Region One RFP-Agency-000082-E3 for Fleet and Sanitation Departments Preventative Maintenance – Avila

Staff was seeking authorization to purchase Automotive Parts, Fluids, Maintenance equipment and supplies via cooperative contracts from AutoZone Region 4 R211201, Advance Auto Parts BuyBoard #715-23, and O'Reillys Auto Parts Sourcewell 032521-ORA, Arnold Oil Company Region One RFP-Agency-000082-E3 for the Fleet and Sanitation Department. Such items/supplies would be purchased on an as-needed basis for preventative maintenance on the city's fleet for the 2024-2025 fiscal year.

15. Authorization to purchase tires from Hesselbein via BuyBoard Contract 729-24 for the Fleet Department for the 2024-2025 Fiscal Year- Avila

Staff was seeking authorization to purchase tires for the City's fleet from Hesselbein via BuyBoard Contract #729-24 (valid from 03.01.2024-02.28.2027) for the 2024-2025 fiscal year. Tires would be purchased on an as-needed basis for the city's units and special equipment.

16. Approval of pre-negotiated service agreements for Hourly Labor Rates and Parts Mark ups for fleet repairs on all city units to include special equipment and Sanitation Units for the 2024-2025 Fiscal Year pursuant to Texas Local Government Code Section 252.022 (a)(2) – Avila

Requesting approval of pre-negotiated agreements with Amigo Power Equipment, Andy's Marine and Boat Works, Bobcat of the RGV/Vermeer Equipment, D&R Glass Etc, Inc., Desperado Harley Davidson, Doggett Freightliner of South Texas, Fire and Rescue Maintenance LLC, Holt Cat, Lino's Automatic Transmission, Mission Paint and Body Shop, Regio Machining, South Texas Buick GMC, Spikes Ford, Superior Oil Express, and Tellus Equipment Solutions, Action Hydraulic Hoses, Admiral Auto Glass, AG Fleet Services, Border Engine Rebuilders, Diesel Fleet Care, French Ellison Truck Center, Kyrish Truck Center, J's Hydraulics, Rush Truck Center, and South Texas Truck Center. Service agreements included repair hourly labor rates and parts mark-ups for all the City's Fleet and Special Equipment to include the Sanitation Units and were valid for the 2024-2025 Fiscal Year (10/01/2024-09/30/2025). Pursuant to Texas Local Government Code Section 252.022 (a)(3) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property. The city reserved the right to acquire the parts and only seek labor services in an effort to apply cost savings. Services and parts would be acquired on an as needed basis and would be determined solely by the City of Mission. Attached were the hourly labor rates and percentage mark ups on parts.

17. Authorization to purchase tires from Southern Tire Mart via BuyBoard Contract 729-24 for the Sanitation Department for the 2024-2025 Fiscal Year – Mendiola

Staff was seeking authorization to purchase tires from Southern Tire Mart via BuyBoard Contract 729-24 (valid from 03.01.2024-02.28.2027). Tires would be purchased on an as needed basis for the Sanitation Department's fleet and special equipment for the 2024-2025 fiscal year.

18. Approval to develop a Community Garden in cooperation with Mission Food Bank and Community Gardeners on city owned property (115 S. Mayberry) – Bentsen

Development of a Community Garden on city owned property located at 115 South Mayberry Road, Mission, Texas. The development of this project would be in cooperation with Mission Food Bank and Community Gardeners. Items grown within the garden would be for the community to enjoy. A Garden Committee would be formed in order to initiate rules, regulations and guidelines regarding said property. The Community Garden would be available until said property is otherwise developed for other City Purposes.

19. Authorization to enter into a contract with Civic Plus, a sole source vendor, for the implementation/redesign of a new official website for the City of Mission in the amount of \$23,750 – K. Gomez

Seeking authorization to enter into a contract with Civic Plus for the implementation/redesign of a new official website for the City of Mission. The total cost was \$23,750 including a one-time \$19,000 implementation fee and an annual \$4,750 recurring fee. This contract was for one year with an automatic one-year renewal term, unless a 60-day notice is provided prior to renewal date. The current website was deprecated and was no longer supported, thereby resulting in potential cybersecurity and functionality issues. The current provider MPC Studios had notified the City of the need to transition to a new site as the current theme was no longer supported, the page building system was fragile, and plug-ins were unsupported. MPC currently charges and annual fee of \$5,000, thereby resulting in a small savings from the negotiated price with Civic Plus. Further, Civic Plus was a sole source provider as they were our current provider for meeting agenda minutes thereby allowing integration with the new website.

20. Authorization to purchase medical equipment and supplies from Bound Tree and Henry Schein estimated to exceed the \$25,000.00 threshold via Buy Board Contract #704-23 – A. L. Garcia

The Mission Fire Department was seeking authorization to purchase medical equipment and medical supplies from Bound Tree and Henry Schein via Buy Board Contract #704-23 for FY 2024-2025.

Annual purchases were estimated to exceed the \$25,000.00 threshold requiring City Council Approval.

21. Authorization to solicit bids for Security Guard Services – Torres

The City of Mission Police Department was tasked with acquiring Security Guard Services for different City of Mission events. Security Guard Services were utilized by several city departments for different events throughout the fiscal year. The City of Mission Police Department requested approval for the solicitation of proposals to acquire Security Guard Services on an as needed basis.

22. Authorization to re-enter into an Interlocal Agreement between the City of Mission and the City of Palmhurst to provide temporary housing for prisoners in the amount of \$54.00 per prisoner per day for one year – Torres

The City of Palmhurst was in need to continue services for the temporary housing and detention of prisoners awaiting arraignment. The Mission Police Department agreed to make use of the agency's holding facility for prisoners of the Palmhurst Police Department, subject to the availability of space based on the facility's capacity. The temporary housing of prisoners

would be at a cost of \$54.00 per prisoner per day. The cost included detention, transportation and meal costs. Term of the Agreement was for one year commencing on October 1, 2024 and ending at midnight on September 30, 2025.

23. Authorization to re-enter into an Interlocal Agreement between the City of Mission and the City of Penitas to provide temporary housing for prisoners in the amount of \$54.00 per prisoner per day for one year – Torres

The City of Penitas was in need to continue services for the temporary housing and detention of prisoners awaiting arraignment. The Mission Police Department agreed to make use of the agency's holding facility for prisoners of the Penitas Police Department, subject to the availability of space based on the facility's capacity. The temporary housing of prisoners would be at a cost of \$54.00 per prisoner per day. The cost included detention, transportation and meal costs. Term of the Agreement was for one year commencing on October 1, 2024 and ending at midnight on September 30, 2025.

24. Approval of Resolution No.1918 authorizing the Mission Police Department to submit an Agreement for the Temporary Closure of State Right-of-Way to the Texas Department of Transportation for The Pink 5k walk/run in October 2024 – Torres

The agreement was required by the Texas Department of Transportation for the closure of a single southbound lane on Bryan Road (FM 396) from IH 2 Frontage Road to Trinity road, for safety reasons. The original route would be one single southbound lane on Bryan Road (FM 396), westbound on Trinity road, eastbound on Trinity road, northbound on Business Park drive, eastbound on Park drive, southbound lane on Bryan Road (FM 396), and ending at Mission Regional Hospital. The Mission Police Department would be responsible for securing the route and safety of all participants and rerouting traveling vehicular traffic. The Pink 5k walk/run event was scheduled for Saturday, October 12, 2024, from 7:00 AM to 12:00 PM.

RESOLUTION NO. 1918

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AUTHORIZING THE SUBMITTAL TO THE TEXAS DEPARTMENT OF TRANSPORTATION BY THE MISSION POLICE DEPARTMENT OF AN AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY OF A SINGLE SOUTHBOUND LANE ON BRYAN ROAD (FM 396) FROM IH 2 FRONTAGE ROAD TO TRINITY ROAD. FOR THE PINK 5K WALK/RUN EVENT AND AUTHORIZING THE ISSUANCE OF A PUBLIC PERMIT THEREFORE;

25. Authorization to solicit bids for two (2) DJI Mavic Drones and Accessories utilizing State Forfeiture Funds – Torres

The City of Mission Police Department was seeking authorization to solicit bids for two (2) DJI Mavic Drones and Accessories utilizing State Forfeiture Funds to accommodate the addition of new pilots to our program and to replace aging units in our current aircraft fleet. The aircraft would be used to monitor critical incidents, provide security for school systems, and survey vital infrastructures. The City of Mission Police Department requested approval for the solicitation of proposals to acquire (2) new aircraft (drones).

Mr. Perez requested to remove item 19 from the list to be tabled.

Councilwoman Gerlach moved to table item 19. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

Mayor Pro Tem Plata moved to approve all consent agenda items 10 thru 18 and 20 thru 25 as presented. Motion was seconded by Councilman Vela and approved unanimously 5-0.

APPROVALS AND AUTHORIZATIONS

26. Preliminary Plat Approval: Sonoma Ranch Subdivision Phase I, A tract of land containing 22.84 acres of land, being a part or portion of Lot 30-9, West Addition to Sharyland, R-1, Developer: Jason E. Garza, Engineer: Javier Hinojosa Engineering - De Luna

On September 18, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Sonoma Ranch Subdivision Phase I. The subject site was located along the east side of Mayberry Road approximately 1,320' north of Mile 2. 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 moved to approve the Preliminary Plat Approval: Sonoma Ranch Subdivision Phase I, A tract of land containing 22.84 acres of land, being a part or portion of Lot 30-9, West Addition to Sharyland, R-1, Developer: Jason E. Garza, Engineer: Javier Hinojosa Engineering. Motion was seconded by Councilman Vela and approved unanimously 5-0.

27. Preliminary Plat Approval: Sonoma Ranch Subdivision Phase II, A tract of land containing 16.14 acres of land, being a part or portion of Lot 30-9, West Addition to Sharyland, R-1, Developer: Jason E. Garza, Engineer: Javier Hinojosa Engineering - De Luna

On September 18, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Sonoma Ranch Subdivision Phase I. The subject site is located along the east side of Mayberry Road approximately 2,036' north of Mile 2. 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 moved to approve the Preliminary Plat Approval: Sonoma Ranch Subdivision Phase II, A tract of land containing 16.14 acres of land, being a part or portion of Lot 30-9, West Addition to Sharyland, R-1, Developer: Jason E. Garza, Engineer: Javier Hinojosa Engineering. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

28. Approval of Resolution #1919 of the City Council of Mission, Texas, Accepting the Conveyance of Properties to the City from the Mission Economic Development Corporation; authorizing Mayor to execute the General Warranty Deed; and providing an effective date – T. Garcia

On July 24, 2024 the Mission Economic Development Corporation accepted the conveyance of 800 Perkins Avenue and 802 Perkins Avenue. At the same meeting MEDC approved to convey the mentioned properties to the City of Mission.

The Resolution authorized the City to accept the conveyance of all of Lot 4, Block 132, also known as 800 Perkins Avenue, and all of Lot 3, Block 132, Original Townsite of Mission, Hidalgo County, Texas, also known as 802 Perkins Avenue, Mission, Texas. The Mayor was hereby authorized to execute the General Warranty Deed conveying the two tracts of land.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Resolution #1919 of the City Council of Mission, Texas, Accepting the Conveyance of Properties to the City from the Mission Economic Development Corporation; authorizing Mayor to execute the General Warranty Deed; and providing an effective date. Motion was seconded by Councilman Vela and approved unanimously 5-0.

RESOLUTION NO. 1919

A RESOLUTION OF THE CITY COUNCIL OF MISSION, TEXAS, ACCEPTING THE CONVEYANCE OF PROPERTIES TO THE CITY FROM THE MISSION ECONOMIC DEVELOPMENT CORPORATION; AUTHORIZING MAYOR TO EXECUTE THE GENERAL WARRANTY DEED; AND PROVIDING AN EFFECTIVE DATE

29. Approval of Resolution #1920 of the City Council for the City of Mission amending Resolution No. 1789 adopting the Public Funds Investment Policy and Strategy – Roman

As per Chapter 2256 of the Texas Government Code, known as “Public Funds Investment Act,” the City was required to adopt the investment policy and strategy on an annual basis through resolution.

There were no changes to the investment policy this fiscal year.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Resolution #1920 of the City Council for the City of Mission amending Resolution No. 1789 adopting the Public Funds Investment Policy and Strategy. Motion was seconded by Councilman Vela and approved unanimously 5-0.

RESOLUTION NO. 1920

A RESOLUTION OF THE MISSION CITY COUNCIL AMENDING RESOLUTION No. 1789 AMENDING THE PUBLIC FUNDS INVESTMENT POLICY AND STRATEGY

30. Authorize Staff to Engage Highest Qualified Firm found acceptable in negotiations for Auditing Services and Authorize City Manager to execute contract incident thereto – Roman

On August 12, 2024, City Council authorized staff to solicit Request for Proposals (RFP's) for Auditing Services in accordance with the Texas Professional Services Procurement Act (V.T.C.A., Government Code Section 2254.001). Proposals received were referred to an evaluation committee appointed to review and evaluate on the basis of demonstrated competence and qualifications to perform the services.

Staff received three (3) proposals on August 21, 2024. All proposals were evaluated on set criteria outlined in the RFP.

After an evaluation and assessment of proposals the Evaluation Committee deemed all firms acceptable and qualified to perform auditing services. Staff would engage selected firm in negotiations for fair and reasonable firm fix rates. Based on the evaluation conducted, Burton McCumber & Longoria, LLP was identified as the highest qualified firm and was being recommended by staff for approval. Further, approval of staff recommendation was received from the Internal Audit Committee at its most recent meeting on September 10, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Engage Burton McCumber & Longoria, LLP the highest qualified firm found acceptable in negotiations for Auditing Services and authorized the City Manager to execute contract incident thereto. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

31. Acceptance of July 2024 Financial Statements – Roman

July 2024 Unadjusted Financials were presented.

Staff and City Manager recommended approval.

Councilwoman Gerlach moved to accept the July 2024 Financial Statements. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

32. Acceptance of Quarterly Report of Investments for the Quarter ending March 31, 2024 and June 30, 2024 including interest earned. -Roman

Acceptance of quarterly report required by the Public Funds Investment Act Section 2256.023 of the Texas Government Code on the total investments for the quarter ending March 31, 2024 and June 30, 2024. The total increases to investment balances for the period were \$0 and total decreases were \$7,234,025.14, leaving a total of \$8,112,846.83 in outstanding investments for the quarter ending March 31, 2024 and June 30, 2024. The total interest earned on all funds year to date was \$169,221.55.

This report of the City's investment portfolio was in compliance with State Law and the investment strategy and policy approved by the City Council.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to accept the Quarterly Report of Investments for the Quarter ending March 31, 2024 and June 30, 2024 including interest earned. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

33. Approval of Budget Amendment: General, Utility, Solid Waste, Police State Sharing, Police Federal Sharing and Designated Purpose – Roman

Approval of the budget amendments BA 24-12:

General Fund – (\$1,315,000 Revenues/\$912,992 Expenditures) (Net Effect (\$402,008))

Utility Fund – (\$1,400,873 Revenues/\$1,749,500 Expenditures) (Net Effect \$348,627.00)

Solid Waste Fund – (\$54,100 Expenditures)

Police State Sharing Fund – (\$26,129 Revenues)

Police Federal Sharing Fund – (\$169,882 Revenues)

Designated Purpose Fund – (Net Effect \$0.00).

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve Budget Amendment BA-24-12: General, Utility, Solid Waste, Police State Sharing, Police Federal Sharing and Designated Purpose. Motion was seconded by Councilman Vela and approved, 4-1 with Mayor Pro Tem Plata voting against.

34. Approval of Public Relations and Communications and Media Relations Consulting Services Agreement with KM International at a rate of \$6,750 per month via TIPS Contract - K. Gomez

KM International proposed to provide Public Relations and Communications Consulting Services and Media Relations Consulting Services to the City of Mission, Texas, for a one-year term, with a one year renewal option, at a monthly rate of \$6,750.00. These services would promote and market city news, activities, and accomplishments to the Mission community and beyond. They would also assist in developing and implementing media strategies to ensure ongoing, optimal coverage and will support key initiatives, including the State of the City Address event and website content and development services.

Purchasing and Finance Department recommended denial due to agreement not being budgeted.

City Manager recommended approval.

Councilwoman Gerlach moved to table this item. Motion was seconded by Councilman Vela and approved unanimously 5-0.

35. Authorization to purchase (2) Mobile Security Surveillance Trailers in the amount of \$116,307.90, via TIPS contract #230105, using FY 2023 Stonegarden grant funds – Torres

Authorization to purchase two (2) Mobile Security Surveillance Trailers from Telepro Communications via TIPS contract #230105. The two (2) Mobile Security Surveillance Trailers would be utilized by our department to monitor heavily populated commercial/residential areas. These two (2) Mobile Security Surveillance Trailers would assist with deterring all burglary of vehicles, auto thefts, and any other common crimes in our heavily populated commercial/residential areas.

Grant funds from FY 2023 Stonegarden grant would be utilized for this purchase.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase (2) Mobile Security Surveillance Trailers in the amount of \$116,307.90, via TIPS contract #230105, using FY 2023 Stonegarden grant funds. Motion was seconded by Councilman Vela and approved unanimously 5-0.

Councilwoman Gerlach stepped out of the meeting at 5:48 p.m.

36. Ratify the purchase of 10x 2025 Chevrolet Tahoes 2WD 4DR PPV in the face value amount of \$1,009,815.60, and approval of 5x 2025 Ram 1500 2WD Crew Cab SSV in the face value amount of \$276,253.00 for units budgeted in the 2025 Fiscal Year, via buyboard contract # 652-21 – Torres

The Mission Police Department was seeking authorization to ratify the purchase of 10x 2025 Chevrolet Tahoes 2WD 4DR PPV and approval of 5x 2025 Ram 1500 2WD Crew Cab SSV for units budgeted in the 2025 Fiscal Year.

Staff and City Manager recommended approval.

Councilwoman Gerlach rejoined the meeting at 5:50 p.m.

Councilwoman Ortega moved to Ratify the purchase of 10x 2025 Chevrolet Tahoes 2WD 4DR PPV in the face value amount of \$1,009,815.60, and approval of 5x 2025 Ram 1500 2WD Crew Cab SSV in the face value amount of \$276,253.00 for units budgeted in the 2025 Fiscal Year, via buyboard contract # 652-21. Motion was seconded by Mayor Pro Tem Plata and approved unanimously 5-0.

37. Approval of Resolution #1921 authorizing the Mission Police Department to surplus (3) Chevrolet Tahoes police units for donation to Santa Maria ISD – Torres

Staff was seeking authorization to surplus a (1) 2015 Chevrolet Tahoe, (1) 2012 Chevrolet Tahoe, and (1) 2013 Chevrolet Tahoe police units for donation to Santa Maria ISD. The (3) Chevrolet Tahoes police units are currently not being used and have been determined to be of no use to the Mission Police Department.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Resolution #1921 authorizing the Mission Police Department to surplus (3) Chevrolet Tahoes police units for donation to Santa Maria ISD. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

RESOLUTION NO. 1921

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE DISPOSITION OF SAID PROPERTY TO FURTHER A PUBLIC PURPOSE; AND ESTABLISHING AN EFFECTIVE DATE.

38. Authorization to purchase digital water meters via sole source from Aqua Metric Sales Company – D. Flores

Requesting authorization to purchase digital AMI water meters on an as needed bases via sole source from Aqua Metric Sales Company. Digital Water meters would be used for the installation of new residential and commercial water services throughout the City of Mission.

Staff and City Manager recommended approval.

Councilwoman Gerlach asks if staff had gone out for bids for this product.

Assistant City Manager David Flores stated that they did not because this was a sole source vendor and was the only vendor authorized to sell this product in our region.

Mayor Pro Tem Plata moved to purchase digital water meters via sole source from Aqua Metric Sales Company. Motion was seconded by Councilman Vela and approved unanimously 5-0.

39. Approval of Ordinance # 5554 of the City Council of the City of Mission, Texas Amending Chapter 114, Utilities, Article II, Rates and Charges, Section 114-54 Rates and Charges (c) Water Rate: (1) Water Connection Fee Enumerated Exhibit A of the City of Mission Code of Ordinances revising the Water Rate, Water Connection Fee for AMI Water Meters – D. Flores

Establishing a revised fee schedule for AMI Water Meters for the Water Connection Fee table for water meters. This fee would be for new construction and replacement through attrition for water meters needing to be replaced.

New fee schedule for AMI Water Meters will take affect November 1, 2024.

Mayor Pro Tem Plata asked if the date could be made to be effective on October 1, 2024 to coincide with the start of our fiscal year.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance # 5554 of the City Council of the City of Mission, Texas Amending Chapter 114, Utilities, Article II, Rates and Charges, Section 114-54 Rates and Charges (c) Water Rate: (1) Water Connection Fee Enumerated Exhibit A of the City of Mission Code of Ordinances revising the Water Rate, Water Connection Fee for AMI with an effective date of October 1, 2024. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5554

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING CHAPTER 114, UTILITIES, ARTICLE II RATES AND CHARGES, SECTION 114-54 RATES AND CHARGES (C) WATER RATE: (1) WATER CONNECTION FEE ENUMERATED CITY OF MISSION CODE OF ORDINANCES PROVIDING FOR REVISED WATER RATE, WATER CONNECTION FEE, AMI WATER METERS, EXHIBIT A, AND PROVIDING FOR AN EFFECTIVE DATE

40. Approval of Ordinance # 5555 of the City Council of the City of Mission, Texas Amending Chapter 114, Utilities, Article II, Rates and Charges, Section 114-52 Deposit Required (c) Secondary Residential Water Meter for Irrigation Only Exhibit A of the City of Mission Code of Ordinances revising the special fee for Secondary Residential AMI Water Meter for Irrigation Only – D. Flores

Establishing a revised special fee for Secondary Residential AMI Water Meter for Irrigation Only would be implemented. This fee was only available to homes built prior to January 1, 2024 or for new residential construction at the time of applying for a new water connection. Further, NO Deposit would be required for the secondary meter for irrigation only, provided there was an existing primary water meter. This fee did not include boring or tapping costs. Applicant must be in compliance with Article VI. – Backflow Prevention Devices.

New fees for Secondary Residential AMI Water Meter for Irrigation Only will take affect October 1, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance # 5555 of the City Council of the City of Mission, Texas Amending Chapter 114, Utilities, Article II, Rates and Charges, Section 114-52 Deposit Required (c) Secondary Residential Water Meter for Irrigation Only Exhibit A of the City of Mission Code of Ordinances revising the special fee for Secondary Residential AMI Water Meter for Irrigation Only with an effective date of October 1, 2024. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 5555

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS AMENDING CHAPTER 114, UTILITIES, ARTICLE II RATES AND CHARGES, SECTION 114-52 DEPOSIT REQUIRED (C) SECONDARY RESIDENTIAL WATER METER FOR IRRIGATION ONLY CITY OF MISSION CODE OF ORDINANCES PROVIDING FOR NEW SECONDARY RESIDENTIAL AMI WATER METER FOR IRRIGATION ONLY EXHIBIT A, AND PROVIDING FOR AN EFFECTIVE DATE

41. Approval of Capital Asset Policy for the City of Mission – A. Garcia

Staff was seeking to formally adopt a capital asset policy apart from the Purchasing Policy. The policy would govern the capitalization threshold and useful life of assets to determine appropriate depreciation and amortization of assets throughout the life of acquired assets. It would also provide a policy for inventorying and tracking capital assets including the introduction of a capital asset acquisition, transfer, and dissolution processes. This policy continued to utilize the existing capitalization threshold of \$5,000 and formalized the capital asset recognition and governance processes for the City of Mission. The policy would take effect on October 1, 2024, of the new fiscal year to ensure a seamless transition during the audit process. Staff recommends approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Capital Asset Policy for the City of Mission. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

UNFINISHED BUSINESS**42. TABLED 09/09/2024: Rezoning: A 2.44 acre tract of land out of the 7.8 acres out of the Fernandez Strip out of Porcion 52, from (R-2) Duplex-Fourplex Residential to (C-3) General Business, Sandra Tamez, and Adoption of Ordinance# ____ - De Luna**

On September 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 1, 660' South of Mile One South Road along the west side of S. Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended Approval.

Staff and City Manager recommended denial.

No action was taken on this item and remained on the table.

ROUTINE MATTERS

City Manager Comments - Paint the Bowl of Giving (RGV Food Bank), Tuesday, September 24, 2024 at 6:30 p.m. at Mission Event Center, Fire Prevention Festival (celebrating Fire Prevention week) October 4, 2024 at 6pm at Leo Pena Placita Park, Halloween Spooktacular Festival October 31, 2024 at 6:00 pm at Mission Event Center

City Council Comments – Councilwoman Ortega said she could not believe it was almost Halloween and asked everyone to be Safe. Councilwoman Gerlach wanted to echo Mayor Garza's comments from earlier about the importance of checking your fire alarms regularly as a preventative measure.

Mayor's Comments – No Comments.

At 6:03 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilman Vela and approved unanimously 5-0.

Councilman Vela stepped out of executive session at 7:34 p.m.

EXECUTIVE SESSION

Upon conclusion of Executive Session at 7:42 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

1. Closed session pursuant to Tex. Gov't Code Section 551.074 (Personnel Matters) Evaluation of City Manager relating to goals and objectives

No Action.

2. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney) related to Black Diamond Developers, LP and CCC Operations, LLC v. City of Mission, Cause No. C-5276-23-D.

Councilwoman Gerlach moved to proceed as discussed in executive session. Motion was seconded by Councilwoman Ortega and approved 3-0 with Councilman Plata abstaining.

3. Closed session pursuant to Tex. Gov't Code Sections 551.071 (Consultation with Attorney) and 551.072 (Deliberation Regarding Real Property), relating to 2.332 acres of land situated in Hidalgo County Texas, and being out of a canal right of way located between Lots 216 and 226 - John H. Shary Subdivision.

Mayor Pro Tem Plata moved to proceed as discussed in executive session. Motion was seconded by Councilwoman Ortega and approved unanimously 4-0.

ADJOURNMENT

At 7:45 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by Councilwoman Gerlach and approved unanimously 4-0.

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary