



# Information Technology

## *Departmental Report June 2023*

### **Information Technology Department Overview**

In partnership with other City of Mission departments, Information Technology's focus is to maintain core technologies; plan for technology evolution; promote centralized data storage and reporting; consolidate business operations on standardized applications; provide effective communication tools; and enhance local area network (LAN) and mobile connectivity in the most efficient, team oriented, and fiscally responsible manner so that City of Mission residents, businesses and visitors receive the best service possible.

#### **Patrol Unit Dash Cams and Body Cams**

Replace end of life dash cam systems on patrol units. Equipment has arrived. Server has been installed and configured. Training complete. 95% Complete

#### **Update all Nodes**

Install latest OS, Patch Management, update antivirus, update applications on all systems to include PD. 90% Complete

#### **New Public Safety Building**

Install door access control, security cameras, wireless access points, data cables, phones, and multimedia. 25% Complete

#### **Replace end of Life Computers**

Purchasing computers to replace end of life computers that pose a security risk. Implementation phase of the project to include PD. 90% Complete

#### **Cyber Security**

Configure 24X7 SOC monitoring service and patch management system. Implementation phase of the project. 99% Complete

#### **City Hall Security Surveillance System**

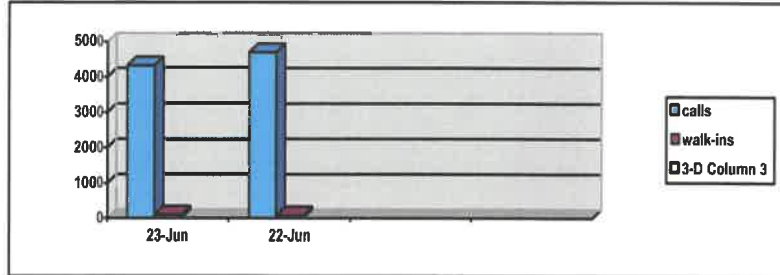
Purchasing Phase of project. Estimated completion 7/28/23

## CITY SECRETARY MONTHLY REPORT JUNE 2023

**Reception:**

Calls received: 4,328

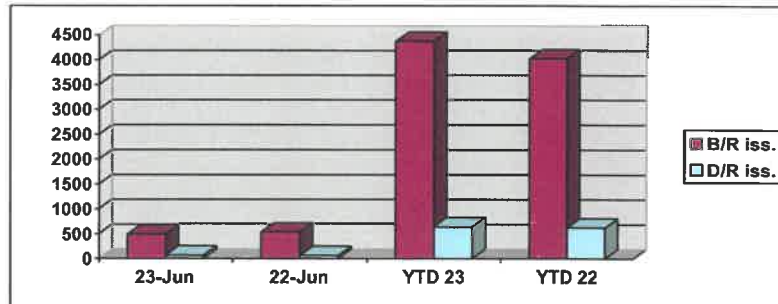
Walk-ins: 98



**Vital Statistics:**

Birth Records Registered  
Birth Records Issued  
Death Records Registered  
Death Records Issued  
Funds Received

Jun-23	Jun-22		YTD 23	YTD 22
146	152		1278	1556
484	531		4369	4020
38	44		391	540
68	62		640	621
\$11,825.00	\$12,794.00		\$ 106,541.00	\$114,948.00



**Cemetery:**

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 22/23
Burials:	2	0	0	0	43
Sold Spaces:	0	0	0	0	0

	Laurel Hill	San Jose	Catholic	Baby Sp.	YTD 21/22
Burials:	1	0	7	0	109
Sold Spaces:	0	0	0	0	76

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** RANDY PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, CIVIL SERVICE DIRECTOR  
**SUBJECT:** CIVIL SERVICE REPORT, JUNE 2023  
**DATE:** JULY 3, 2023



1. Civil Service Commission met and approved entry level examination for the Mission Fire Department on June 29, 2023. Two open positions to be filled.
2. Civil Service Commission met and started the process to fill the position of ENG Manuel Salinas that retired effectively June 16, 2023. ENG's promotional examination will be held on September 28, 2023
3. The Civil Service Commission met and approved entry level examination scores for the Mission Police Department on June 29, 2023. Ten (10) open positions to be filled.
4. The Civil Service Commission met and approved scores for a LT's position at the Mission Police Department. We had four (4) individuals that participated and all four passed. Sgt Sal Trevino was the high score (81) and will be promoted immediately. The eligibility list will reflect the following:
  1. David Garcia
  2. Vidal Farias
  3. Hiram FloresList is valid for one (1) year or when exhausted

Thank you!

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## MEMORANDUM

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**TO:** MAYOR AND CITY COUNCIL  
**THROUGH:** RANDY PEREZ, CITY MANAGER  
**FROM:** JESSE LERMA, 311 COORDINATOR/CIVIL SERVICE DIRECTOR  
**SUBJECT:** 311 REPORT, JUNE 2023  
**DATE:** JULY 3, 2023

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We have a total of 131 submission for June of 2023 with a total of 3188 since we began. The system is fully functional and very user friendly. We are able to customize the system to meet the needs of our daily operations. Our staff has bought into the system and working on improvements every day. We are able to find problematic areas using the system and it allows for us to attend to the needs of those areas in a timely manner. We try to contact as many residents as possible and are getting feedback from them to improve the system.

Our media department has been pushing the 311 program with an interview with City Manager Randy Perez encouraging our citizens to utilize the program.

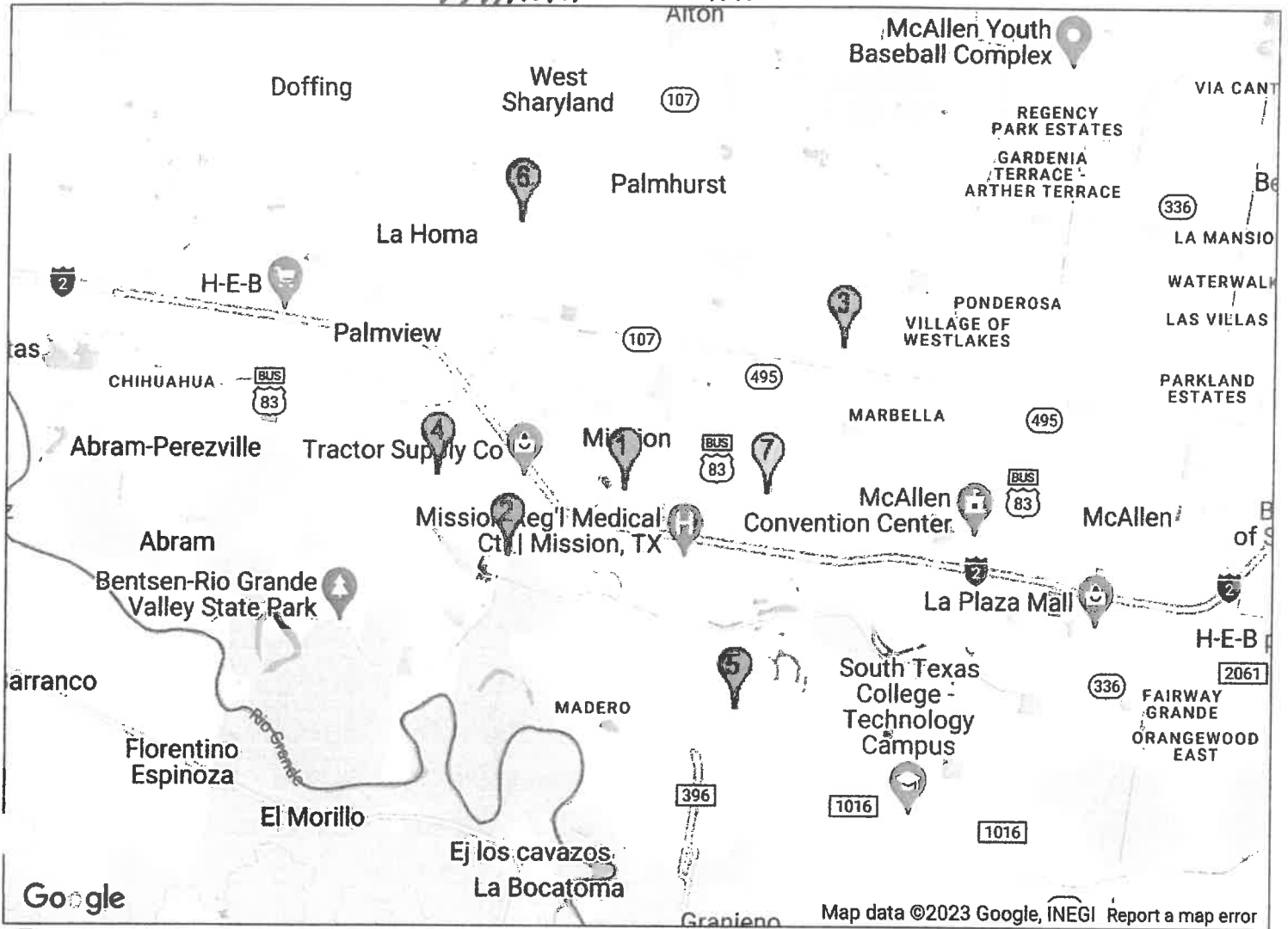
Thank you!

Topic Counts of Opened Requests  
For Date Period From 06/01/2023 Through 06/30/2023

Topic	Count
Health	
Animal Control	9
Mosquitoes	6
<b>Total - Health</b>	<b>15</b>
Obstructions -Tree/Branches	
MOWING	9
<b>Total - Obstructions -Tree/Branches</b>	<b>9</b>
Parks & Rec	
Graffiti	0
Mowing	0
Parks	3
Restrooms	1
Right of way ( mowing )	0
Trails	0
<b>Total - Parks &amp; Rec</b>	<b>4</b>
Planning	
Construction Concerns	3
Dilapidated Home/Structure	0
Garage Sales	0
Health & Sanitation	1
Illegal Dumping	0
Junked Vehicle on private property	0
Sewer Concerns	2
Unsafe Building	0
Weedy Lot	14
<b>Total - Planning</b>	<b>20</b>
Police Department	
Illegal Parking	12
<b>Total - Police Department</b>	<b>12</b>
Public Works	
Flooded area/Roadway and streets	1
Foul smell	0
Junk Vehicle	0
Lift Station	2
Low Water Pressure	2
Obstruction-Trees/Branches	12
Pot Holes	10
Side Walk	2
Street Light	6
Streets/Signs	3
Tires	1
Traffic Signals	0
Water Leaks	0
<b>Total - Public Works</b>	<b>39</b>
Sanitation	
Brush	22
Bulky Items	7
Garbage	0
Trash	3
<b>Total - Sanitation</b>	<b>32</b>
All Topics	
<b>Total All Topics</b>	<b>131</b>

request #	Topic	Status	Date Entered	Expected Close	Assigned To	Request By
<u>3173</u>	Animal Control	Closed	06/08/2023		Garza,Griselda	Gomez ,Macario
	<i>I have been calling in reference to this dog/ two identical dogs several times. Trash pickup this morning at 500 san...</i>					
<u>3176</u>	Animal Control	Closed	06/08/2023		Garza,Griselda	COWBOUYS,DALLAS
	<i>Walmart on 3 Mile pick up curbside 2 puppies for medium dogs</i>					
<u>3191</u>	Animal Control	Open	06/12/2023	06/27/2023	Garza,Griselda	Martin,Julissa
	<i>Not sure the proper department, but there's a dead kitten in the street by our home. I hope someone can come by and...</i>					
<u>3206</u>	Animal Control	Open	06/17/2023	07/02/2023	Garza,Griselda	Contreras,Mikie
	<i>dog died</i>					
<u>3207</u>	Animal Control	Open	06/17/2023	07/02/2023	Garza,Griselda	Lopez,Andres
	<i>Buenos dias ay un gato muerto en la calle Del Oro Dr. esta en la calle para que manden a alguien que lo levante Gracias</i>					
<u>3215</u>	Animal Control	Open	06/20/2023	07/05/2023	Garza,Griselda	Johnson,Melissa
	<i>white small dog</i>					
<u>3216</u>	Animal Control	Open	06/21/2023	07/06/2023	Garza,Griselda	Lopez,Annabel
	<i>multiple stray cats fighting</i>					
<u>3220</u>	Animal Control	Open	06/21/2023	07/06/2023	Garza,Griselda	Sordal,Maria
	<i>Residents on 3301 grand canal dr. are keeping their dogs outside in their non shaded backyard all day long in 120 degree...</i>					
<u>3243</u>	Animal Control	Open	06/27/2023	07/12/2023	Garza,Griselda	Lopez,Annabel
	<i>cats fighting near apt doors and vehicles (mid day to evening)</i>					

# ANIMAL CONTROL



- 1 120 South Doherty Avenue, Mission
- 2 1523 Oasis Ave, Mission
- 3 2200 E 27th St, Mission
- 4 2803 Del Oro Drive, Mission
- 5 3303 Grand Canal Dr, Mission
- 6 3600 Tulipan St, Mission
- 7 407 San Antonio Avenue, Mission

ANIMAL CONTROL

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Request By
<u>3135</u>	Mosquitoes	Closed	06/01/2023		Zamora,Jennifer	Rodriguez ,Gerard
	<i>Can we please get some mosquito spraying in this section, Thank You</i>					
<u>3142</u>	Mosquitoes	Closed	06/02/2023		Zamora,Jennifer	Leal,Abelino
	<i>Renter moved out for some time now they cut light and water: no way to empty pool now Needing is to treat water to kill...</i>					
<u>3152</u>	Mosquitoes	Open	06/06/2023	06/21/2023	Zamora,Jennifer	Leal,Lino
	<i>Mosquitoes are really bad in this 55 and older community.Please come spray if you have employee that can. thank you</i>					
<u>3155</u>	Mosquitoes	Open	06/06/2023	06/21/2023	Zamora,Jennifer	Tirado,Monica
	<i>with the recent thunderstorms there are a lot of mosquitos in my backyard</i>					
<u>3169</u>	Mosquitoes	Open	06/07/2023	06/22/2023	Zamora,Jennifer	Reyes De Ortiz,Claudia Anahi
	<i>many mosquitoes backyard and front patio</i>					
<u>3181</u>	Mosquitoes	Open	06/09/2023	06/24/2023	Zamora,Jennifer	Leal,Abelino
	<i>corner of 2 1/2 st and 4th st</i>					

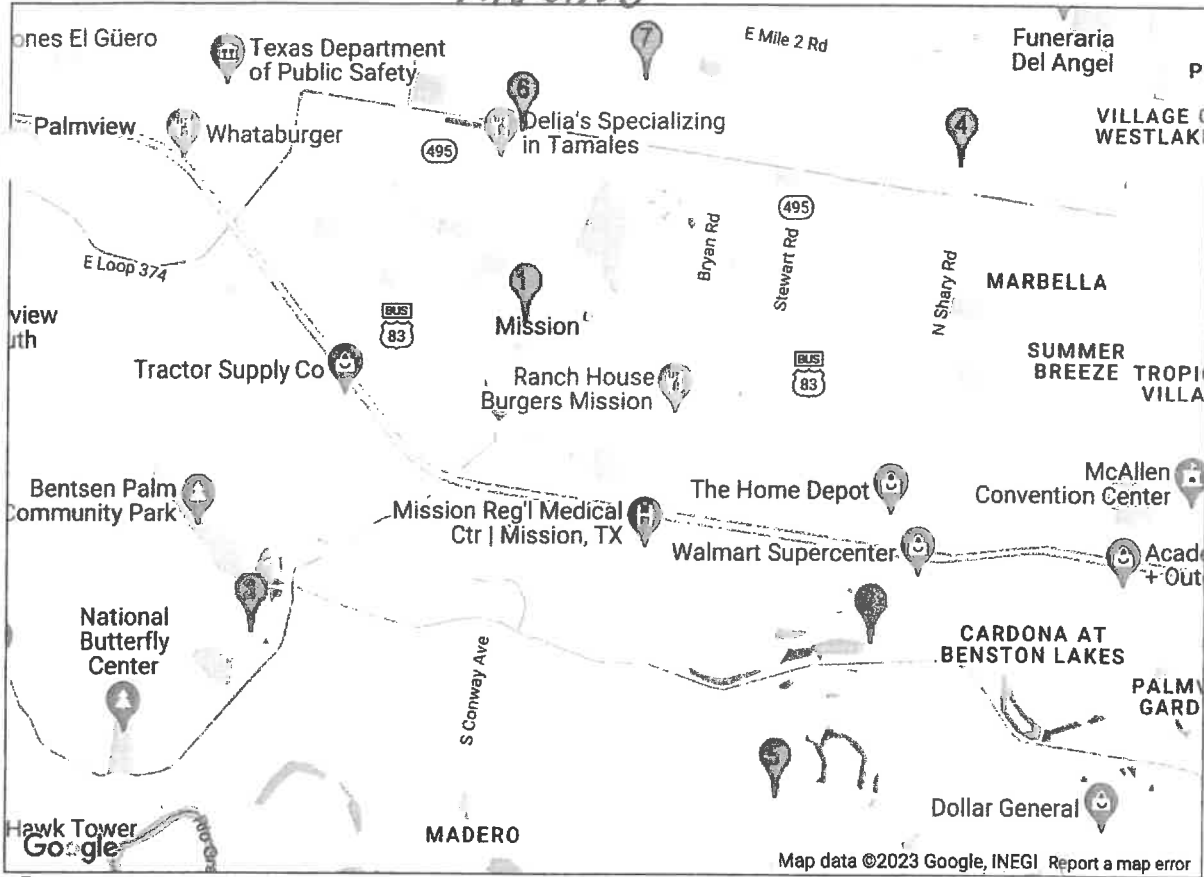
# MOSQUITOS










- 1 1303 Reynosa St, Mission
- 2 1609 East 21st Street, Mission
- 3 1620 E Gastel Cir, Mission
- 4 2605 N Shary Rd, Mission
- 5 305 Toledo Avenue, Mission
- 6 3708 San Gerardo, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Request By
<u>3146</u>	MOWING	Open	06/04/2023	06/09/2023	Diaz,Gabriel	Martinez,Abe
	<i>Mowing needed asap.</i>					
<u>3157</u>	MOWING	Open	06/06/2023	06/11/2023	Diaz,Gabriel	Sambrano ,Armando
	<i>Needs a good cleaning please. Weeds are as tall as the fence and there's small kids in the neighborhood. There's too...</i>					
<u>3180</u>	MOWING	Open	06/09/2023	06/14/2023	Diaz,Gabriel	Prewitt,Karen
	<i>over 4 foot thigh and hasn't been mowed for at least 6 months</i>					
<u>3187</u>	MOWING	Open	06/10/2023	06/15/2023	Diaz,Gabriel	Martin,Julissa
	<i>Tall weeds obstructing view when exiting Solar Drive onto Shary Rd</i>					
<u>3203</u>	MOWING	Open	06/15/2023	06/20/2023	Diaz,Gabriel	Ortiz,Eric
	<i>please mow area on Mayberry between veterans HS and alameda dr thank you</i>					
<u>3217</u>	MOWING	Open	06/21/2023	06/26/2023	Diaz,Gabriel	MPM,Irene
	<i>Overgrown grass at golf course. (Cimarron Golf Course)</i>					
<u>3252</u>	MOWING	Open	06/29/2023	07/04/2023	Diaz,Gabriel	Garcia ,Angel
	<i>Photo attached</i>					

*Mowing*

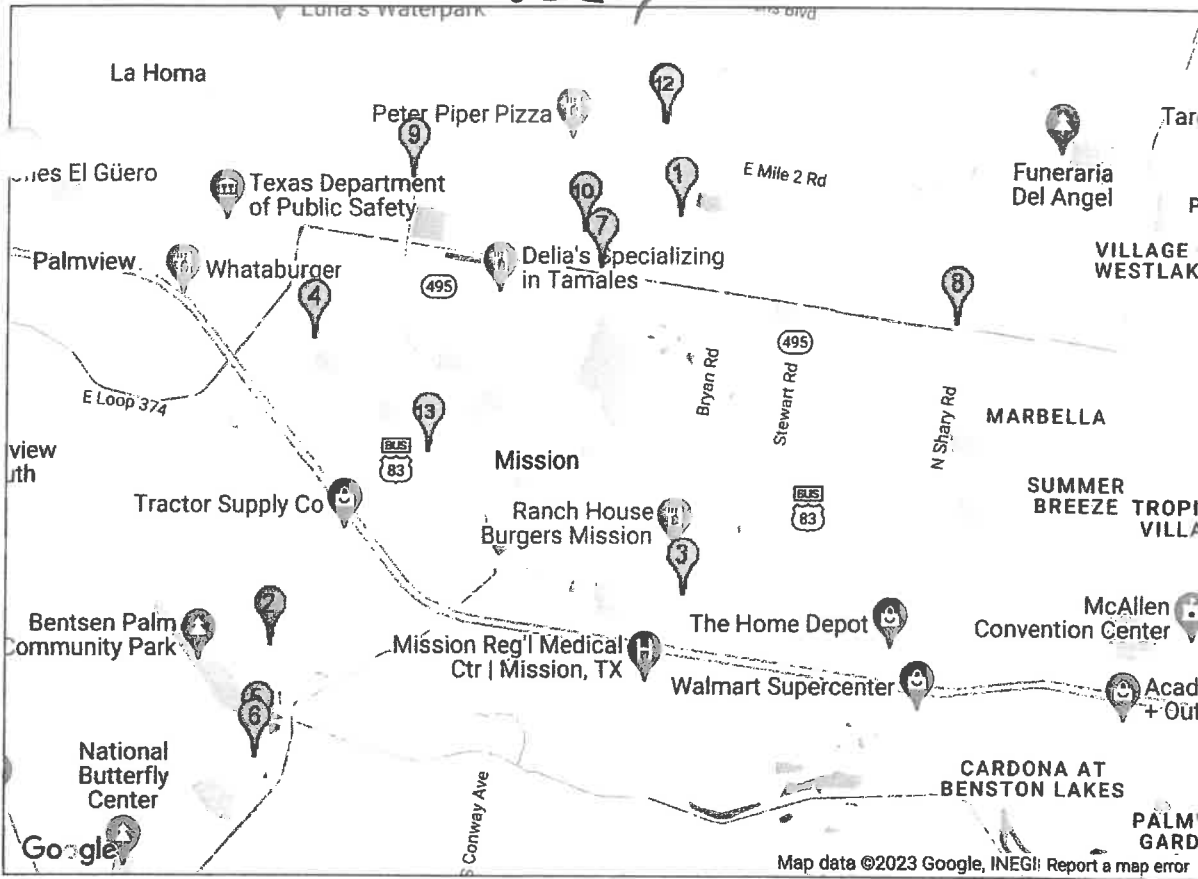


Map data ©2023 Google, INEGI Report a map error

-  116w West Tom Landry Street, Mission
-  1200 S Shary Rd
-  2102 Crystal Dr, Mission
-  2204-2298 Solar Dr, Mission
-  2706 San Efrain, Mission
-  601 Newport Square, Mission
-  701 Alameda Dr, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Request By
<u>3141</u>	Weedy Lot	Closed	06/02/2023		Villarreal,Yvette	Dunn,Darrell
	<i>exiting 3401 N Mayberry rd to the left. The grass that is very high. You can not see the vehicles causing a dangerous...</i>					
<u>3145</u>	Weedy Lot	Closed	06/04/2023		Villarreal,Yvette	montoya,ariana
	<i>grass is way to tall</i>					
<u>3148</u>	Weedy Lot	Closed	06/05/2023		Villarreal,Yvette	Salas,Veronica
	<i>unattended overgrown weeds behind all houses along east 30th street fence that runs along the drain ditch east side of...</i>					
<u>3163</u>	Weedy Lot	Closed	06/07/2023		Villarreal,Yvette	Mendez,Francisco
	<i>Photo attached</i>					
<u>3165</u>	Weedy Lot	Closed	06/07/2023		Villarreal,Yvette	Wolf,ka,
	<i>Photo attached</i>					
<u>3171</u>	Weedy Lot	Closed	06/07/2023		Villarreal,Yvette	Reyes De Ortiz,Claudia Anahi
	<i>the lot is full of weeds and tall grass that when rain pours theres plenty of mosquitoes please fix thank you</i>					
<u>3186</u>	Weedy Lot	Closed	06/09/2023		Villarreal,Yvette	Dunn,Darrell
	<i>the issue persist, the road is not visible because the property to the north has very tall grass. North of 3401...</i>					
<u>3189</u>	Weedy Lot	Closed	06/12/2023		Villarreal,Yvette	Escamilla,Rolando
	<i>weedy lot</i>					
<u>3200</u>	Weedy Lot	Closed	06/14/2023		Villarreal,Yvette	Flores,Rudy
	<i>Grass on lot is approaching 3 feet and there are trees along north fence line that will damage fence if not cut.</i>					
<u>3201</u>	Weedy Lot	Closed	06/15/2023		Villarreal,Yvette	Huntley,Perri
	<i>did not mow</i>					
<u>3219</u>	Weedy Lot	Closed	06/21/2023		Villarreal,Yvette	Carrillo,Anna
	<i>Photo attached</i>					
<u>3229</u>	Weedy Lot	Closed	06/24/2023		Villarreal,Yvette	Ruiz,Rosie
	<i>house on corner has weedy lot. corner of Francisco and thornwood. also has lots of stray cats. dumps trash behind arrow...</i>					
<u>3235</u>	Weedy Lot	Open	06/26/2023	07/21/2023	Villarreal,Yvette	Ruiz,Javier
	<i>very weedy and overgrown trees</i>					
<u>3236</u>	Weedy Lot	Open	06/26/2023	07/21/2023	Villarreal,Yvette	Prewitt,Karen
	<i>needs to be mowed.</i>					

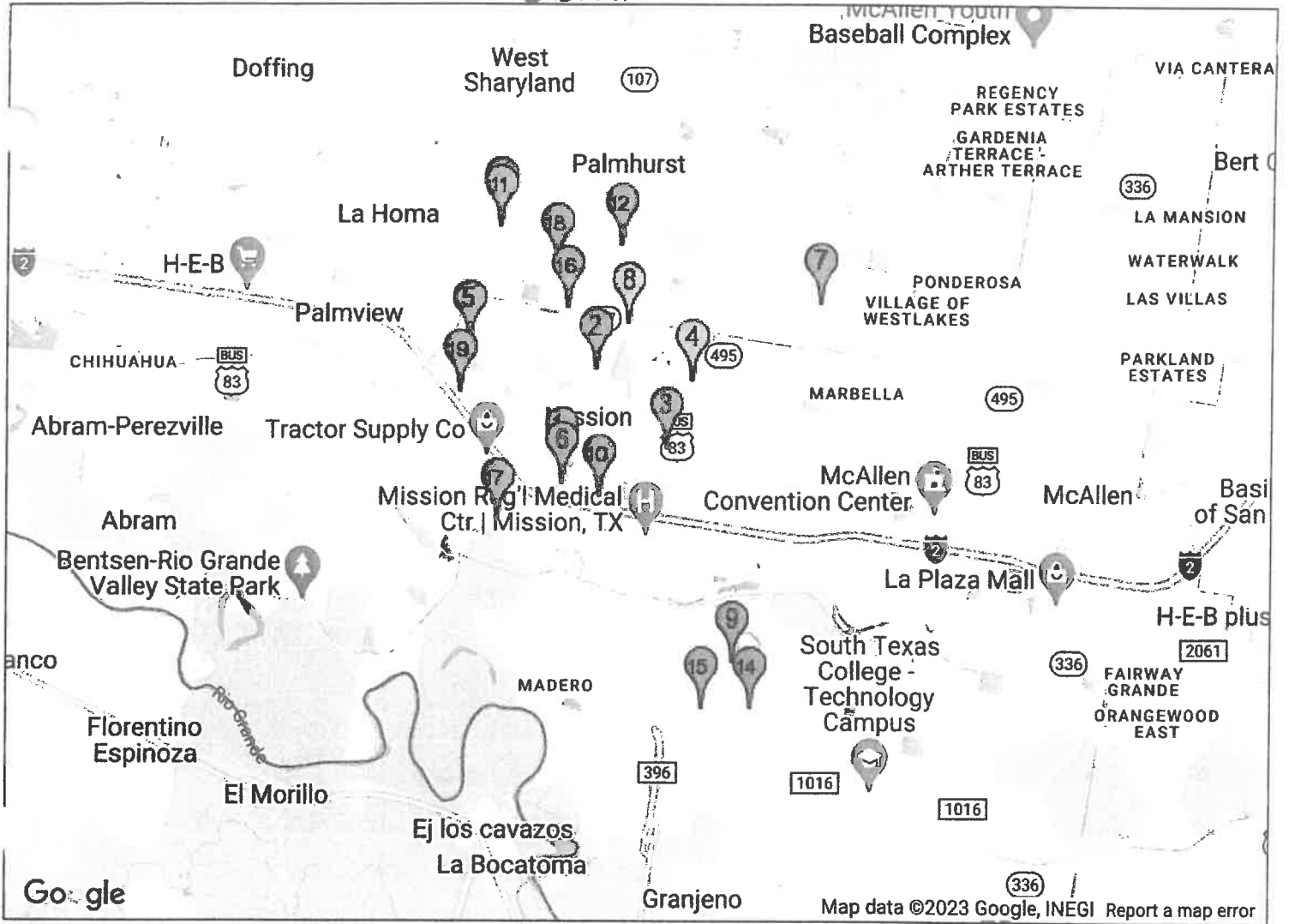
# WEEDY LOTS



- 1 1004 E 30th St, Mission
- 2 1117 Lake View Dr, Mission
- 3 1352h 1st Lane, Mission
- 4 1700 N Inspiration Rd, Mission
- 5 2100 Crystal Dr, Mission
- 6 2100 Mauve Ln, Mission
- 7 224 Thornwood Dr, Mission
- 8 2330 E 25th St, Mission
- 9 2904 Truman Street, Mission
- 10 301 E 27th St, Mission
- 11 3309 North Mayberry Road, Mission
- 12 707 Ramirez Lane, Mission
- 13 923 Greenlawn St, Mission

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Request By
<u>3130</u>	Brush	Open	06/01/2023	06/11/2023	Pena,Yaritza	Vera.Claudia <i>brush hasn't been picked up since the storm</i>
<u>3131</u>	Brush	Open	06/01/2023	06/11/2023	Pena,Yaritza	Delgadillo ,Mike <i>sorry to bother you all , I know you all have lots of work but my Elderly parents are having problems accessing the gate...</i>
<u>3134</u>	Brush	Open	06/01/2023	06/11/2023	Pena.Yaritza	Luna.Fior <i>Photo attached</i>
<u>3137</u>	Brush	Open	06/02/2023	06/12/2023	Pena,Yaritza	Ames,Jennifer <i>brush pick up please. has been out for a few weeks and didn't get picked up during our scheduled time frame</i>
<u>3139</u>	Brush	Open	06/02/2023	06/12/2023	Pena,Yaritza	Fair,Larry <i>Photo attached</i>
<u>3151</u>	Brush	Open	06/05/2023	06/15/2023	Pena,Yaritza	leija,olga <i>Photo attached</i>
<u>3159</u>	Brush	Open	06/07/2023	06/17/2023	Pena,Yaritza	Burberg,Gonzalo <i>since April 21 all street is like this</i>
<u>3168</u>	Brush	Open	06/07/2023	06/17/2023	Pena,Yaritza	Flores,Joseph <i>Photo attached</i>
<u>3174</u>	Brush	Open	06/08/2023	06/18/2023	Pena,Yaritza	Sanchez,Richard <i>heavy brush in alley needs to be picked up no more room.</i>
<u>3177</u>	Brush	Open	06/08/2023	06/18/2023	Pena.Yaritza	O'caña.Ramiro <i>Do you have a time table as to when brush will be picked up? . . .</i>
<u>3179</u>	Brush	Open	06/08/2023	06/18/2023	Pena,Yaritza	Castaneda,Laura <i>1900 Inspiration Rd. Mission Tx. we piled it high because we thought they were coming at the beginning of the month.</i>
<u>3183</u>	Brush	Open	06/09/2023	06/19/2023	Pena,Yaritza	Perez,Anastasia <i>These branches are here from the fallen trees from the wind storms in late April. They are still on the curb along with...</i>
<u>3185</u>	Brush	Open	06/09/2023	06/19/2023	Pena,Yaritza	Chapa ,Letty <i>tree branches along the road way making it difficult to drive thru on Francisco ave.</i>
<u>3190</u>	Brush	Open	06/12/2023	06/22/2023	Pena,Yaritza	Station5,MissionFD <i>brush</i>
<u>3199</u>	Brush	Open	06/14/2023	06/24/2023	Pena,Yaritza	M,Monica <i>Please pick up it's been a long time. Thank you.</i>
<u>3211</u>	Brush	Open	06/20/2023	06/30/2023	Pena.Yaritza	Estrada.Manuel <i>brush hasn't been picked up in this area, and it's falling on the roadway also</i>
<u>3212</u>	Brush	Open	06/20/2023	06/30/2023	Pena,Yaritza	Sanchez,Richard <i>it's been 12 weeks since the storm. some of our neighbors and I still have mountains of brush in our designated brush...</i>
<u>3214</u>	Brush	Open	06/20/2023	06/30/2023	Pena,Yaritza	Leal,Rogelio <i>brush has been waiting to get picked up for 2 months. the whole street has brush to get picked up.</i>
<u>3223</u>	Brush	Closed	06/22/2023		Pena,Yaritza	Vargas,Aaron <i>Photo attached</i>
<u>3226</u>	Brush	Open	06/23/2023	07/03/2023	Pena,Yaritza	Torres ,Frank <i>brush blocking the road in Fairmont estates on w 30 1/2 st</i>
<u>3227</u>	Brush	Open	06/24/2023	07/04/2023	Pena.Yaritza	Garcia .Ande <i>Photo attached</i>
<u>3247</u>	Brush	Closed	06/28/2023		Pena,Yaritza	Leal,Abelino <i>If they came the 2nd week as per dept; they forgot all this! I saw the pickup unit that week and it didn't pickup but...</i>

# Brewit



- 1 100 North Cummings Avenue, Mission
- 2 104 Bougainvillea St, Mission
- 3 1401 Evergreen Ave, Mission
- 4 1700 Rio Drive, Mission
- 5 1900 Inspiration Road, Alton
- 6 217 South Canal Street, Mission
- 7 2403 Nicole Drive, Mission
- 8 2409 Briarwood Drive, Mission
- 9 2800 Santa Lydia St, Mission
- 10 305 East Expressway 83, Mission

11 3206 Edgewood Dr, Mission

12 3213 Black Oak Ln, Mission

13 3306 Edgewood Drive, Mission

14 3504 Santa Sofia Ct, Mission

15 3605 Santa Erica St, Mission

16 705 Fairview Drive, Mission

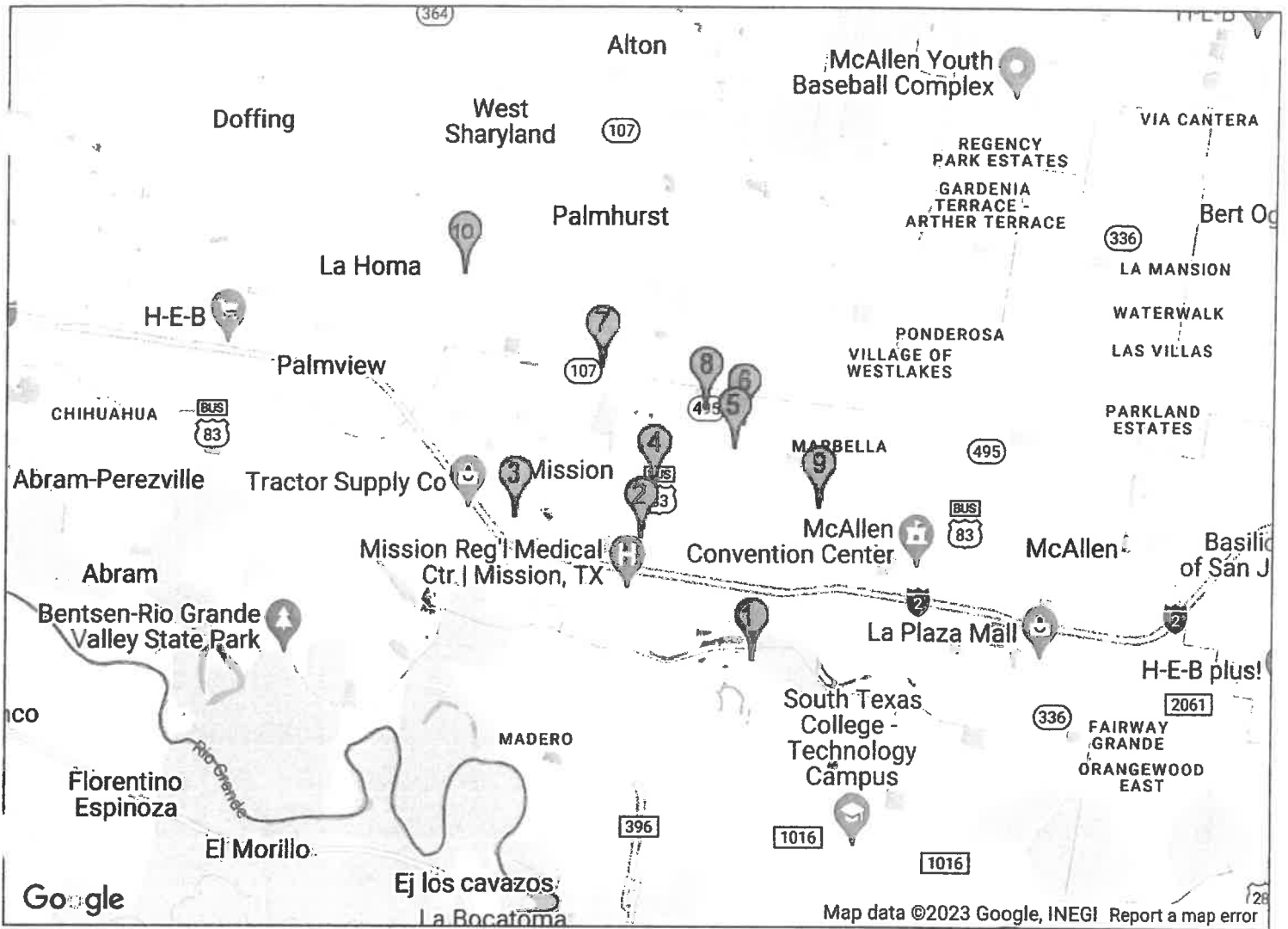
17 805 Bertha Ave, Mission

18 907 West 30th 1/2 Street, Mission

18 936 N Inspiration Rd, Mission

<b>Request #</b>	<b>Topic</b>	<b>Status</b>	<b>Date Entered</b>	<b>Expected Close</b>	<b>Assigned To</b>	<b>Request By</b>
<u>3129</u>	Pot Holes <i>these pot holes are on the mission side of Taylor rd &amp; bus 83</i>	Open	06/01/2023	06/06/2023	Hernandez,Baldo	Ayala,Diana
<u>3144</u>	Pot Holes <i>somewhere along this area the street asphalt is cracked.</i>	Open	06/03/2023	06/08/2023	Hernandez,Baldo	Chapa ,Letty
<u>3156</u>	Pot Holes <i>pot hole</i>	Open	06/06/2023	06/11/2023	Hernandez,Baldo	Contreras,Mikie
<u>3160</u>	Pot Holes <i>DEEP &amp; WIDE pothole on Southbound Lane of Stewart(South of 495 intersection)</i>	Open	06/07/2023	06/12/2023	Hernandez,Baldo	Canales,R X
<u>3192</u>	Pot Holes <i>garbage truck keeps making holes</i>	Open	06/12/2023	06/17/2023	Hernandez,Baldo	V,Roy
<u>3209</u>	Pot Holes <i>various pot holes in alleyway</i>	Open	06/17/2023	06/22/2023	Hernandez,Baldo	Acosta,Celia
<u>3230</u>	Pot Holes <i>corner of Thornwood and Francisco pothole right at stop sign area heading east on thornwood.</i>	Open	06/24/2023	06/29/2023	Hernandez,Baldo	Ruiz,Rosie
<u>3233</u>	Pot Holes <i>pot hole</i>	Open	06/24/2023	06/29/2023	Hernandez,Baldo	Garza,Jose Luis
<u>3238</u>	Pot Holes <i>there is a pot hole right at the turning lane on 1st street as you turn north on Bryan Rd.</i>	Open	06/27/2023	07/02/2023	Hernandez,Baldo	Chapa ,Letty
<u>3248</u>	Pot Holes <i>There are like 3 pot hole in middle of the road .</i>	Open	06/28/2023	07/03/2023	Hernandez,Baldo	Espinoza,Ezequiel

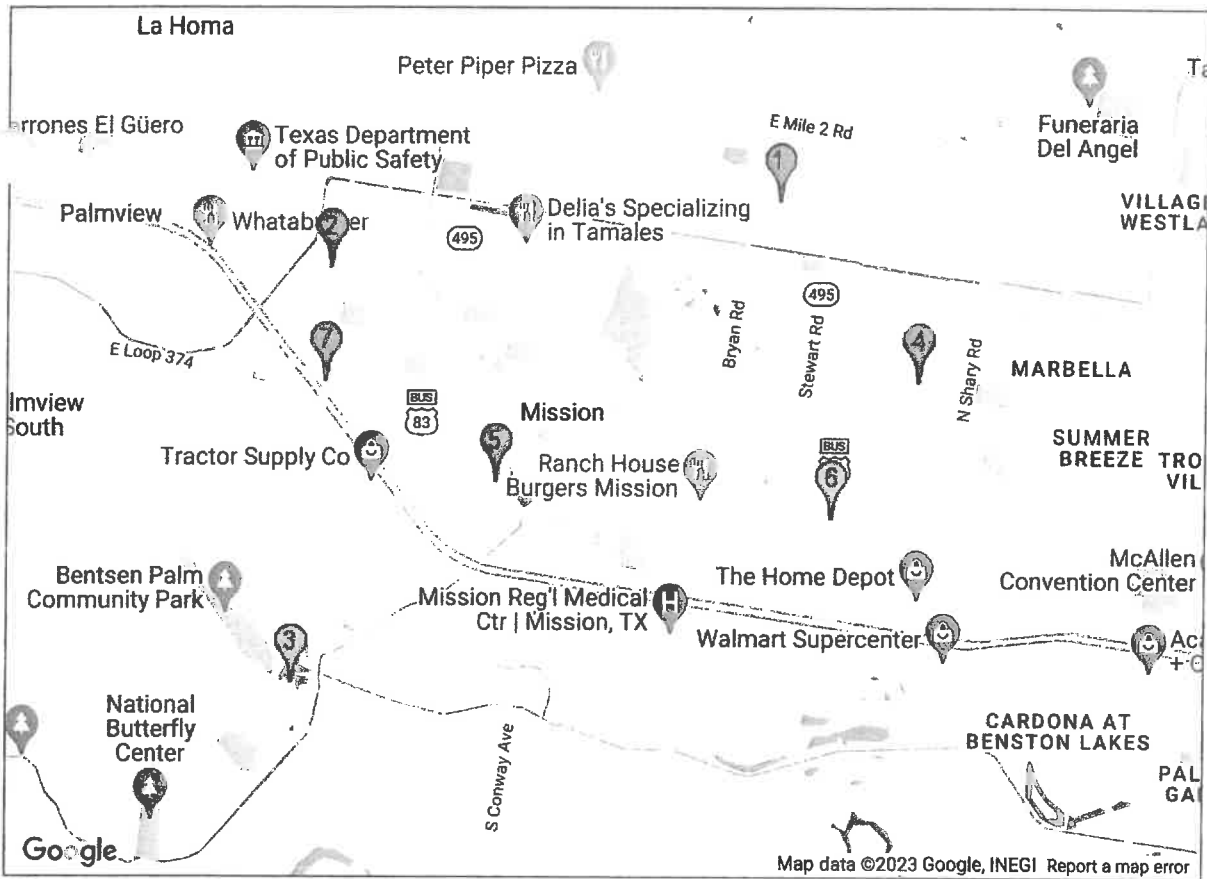
Pet House



- 1 107 Sabine Court, Mission
- 2 107 South Bryan Road, Mission
- 3 111 North Holland Avenue, Mission
- 4 1240 U.S. 83 Business, Mission
- 5 1809 Lauren Ln, Mission
- 6 1926 Summer Breeze Road, Mission
- 7 224 Thornwood Dr, Mission
- 8 2269-2299 N Stewart Rd, Mission
- 9 2520 E Highway 83 Business, Mission
- 10 3300 Crisantema St, Mission

<b>Request #</b>	<b>Topic</b>	<b>Status</b>	<b>Date Entered</b>	<b>Expected Close</b>	<b>Assigned To</b>	<b>Request By</b>
<u>3132</u>	Street Light <i>street light is out w796</i>	Closed	06/01/2023		acevedo,Yahaira	Rodriguez ,Gilbert
<u>3140</u>	Street Light <i>Photo attached</i>	Closed	06/02/2023		acevedo,Yahaira	Fair,Larry
<u>3197</u>	Street Light <i>light is out on southwest corner</i>	Closed	06/13/2023		acevedo,Yahaira	Luna,Retired Lt Joe
<u>3198</u>	Street Light <i>stree light out On Mayberry and Las Brisas northwest corner</i>	Closed	06/13/2023		acevedo,Yahaira	Luna,Retired Lt Joe
<u>3232</u>	Street Light <i>Street light not working.</i>	Closed	06/24/2023		acevedo,Yahaira	Garza,Jose Luis
<u>3244</u>	Street Light <i>W777 street light is out</i>	Closed	06/27/2023		acevedo,Yahaira	Alvarez,Sonia

Request #	Topic	Status	Date Entered	Expected Close	Assigned To	Request By
<u>3166</u>	Bulky Items <i>311 n. slabough st. is accumulating wooden palates. besides being a fire hazard subjects are hiding there and scoping...</i>	Open	06/07/2023	06/17/2023	Pena,Yaritza	Arredondo,Norman
<u>3178</u>	Bulky Items <i>Bulky items has not been picked up had it out there since May 2</i>	Open	06/08/2023	06/18/2023	Pena,Yaritza	Castaneda,Laura
<u>3222</u>	Bulky Items <i>Photo attached</i>	Open	06/21/2023	07/01/2023	Pena,Yaritza	Garcia ,Angei
<u>3225</u>	Bulky Items <i>401 san Antonio ave apartment complex: stack of bed mattresses were moved yesterday by maintenance personnel from around...</i>	Closed	06/23/2023		Pena,Yaritza	Gomez ,Macario
<u>3251</u>	Bulky Items <i>items from storm haven't been picked up everyone keeps dumping on it. would appreciate it to be picked up. city...</i>	Closed	06/29/2023		Pena,Yaritza	Huntley,Perri
<u>3254</u>	Bulky Items <i>Sofa left on sidewalk</i>	Open	06/29/2023	07/09/2023	Pena,Yaritza	Hinojosa,Robert
<u>3256</u>	Bulky Items <i>obstruction alley and front of home</i>	Open	06/29/2023	07/09/2023	Pena,Yaritza	Garza,Irene



Map data ©2023 Google, INEGI Report a map error

- 1 1304 E 28th St, Mission
- 2 1906 Crisantema Avenue, Mission
- 3 1907 Circle Lake Dr, Mission
- 4 2109 Village Dr, Mission
- 5 311 North Slabaugh Avenue, Mission
- 8 407 San Antonio Avenue, Mission
- 7 916 Inspiration Road, Mission



**Grants** Activity Report- June 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Due Date	Status
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 1,000,000		25%		Submitted-Tracking
FY22 Building Resilient Infrastructure and Communities (BRIC)	TDEM	Executive	\$ 415,000		25%		Submitted-Tracking
FY23 SHSP Regular	OOG	Fire	\$ 123,927.18		None		Submitted-Tracking
FY23 SHSP LETPA	OOG	Police	\$ 56,142.35		None		Submitted-Tracking
FY22 AFG	DHS	Fire	\$ 172,873.50		10%		Submitted-Tracking
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000		None		Submitted-Tracking
FY24 Texas Reads	TSLAC	Library	\$ 10,000		None		Submitted-Tracking
Staffing for Adequate Fire and Emergency Response Grants (SAFER)	DHS	Fire	\$ 2,322,424		None		Submitted-Tracking
FY24 Local Border Security Program	OOG	Police	\$ 190,000		None		Submitted-Tracking
FY22 Fire Prevention and Safety	DHS	Fire	\$ 22,440.49		5%		Submitted-Tracking
OVAG-Victim Services	OAG	Police	\$ 84,000		None		Submitted-Tracking
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16		25%		Submitted-Tracking
FY23 Transportation Alternatives	RGVMPO	Executive	\$ 250,000		25%		Submitted-Tracking



**Grants** Activity Report- June 2023

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY22 Operation Stonegarden Program	OOG	Police	\$ 350,000	\$ 350,000	None	Awarded/Active
Wal-Mart Community Grant	Wal-Mart	Fire/Police	\$ 2,000	\$ 2,000	None	Awarded/Active
Animal Welfare Organization	Petco Love	Health	\$ 35,000	\$ 30,000	None	Awarded/Active
La Cuchilla Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 997,236.75	1%	Awarded/Active
Astroland Drainage Improvement Project	TXGLO	Executive	\$ 1,000,000	\$ 999,162	1%	Awarded/Active
Trail Connectivity Project	VBLF	Park	\$ 500,000	\$ 500,000	None	Awarded/Active
Southwest Border (SWB) Rural Law Enforcement Assistance Program	BJA	Police	\$ 93,000	\$ 93,000	None	Awarded/Active
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Bullet-Resistant Shield Grant Program, FY23	OOG	Police	\$ 77,644	\$ 73,761.80	None	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
FY23 Justice Assistance Grant Program	OOG	Police	\$ 30,000	\$ 30,000	None	Awarded/Active
Lions Park Development	AEP	Parks	\$ 30,000	\$ 30,000	None	Awarded/Active
FY22 State Homeland Security Program-LETPA	OOG	Police	\$ 35,480	\$ 13,060	None	Awarded/Active
FY23 Local Border Security	OOG	Police	\$ 190,000	\$ 190,000	None	Awarded/Active
FY22-23 Solid Waste Grant	LRGVDC	Sanitation	\$ 25,000	\$ 25,000	10%	Awarded/Active
COPS Accreditation Program	DOJ COPS	Police		\$ 21,116.34	None	Awarded/Active
OVAG-Victim Services	OAG	Police	\$ 89,908	\$ 44,954(YR2)	None	Awarded/Active
All-Inclusive Lions Park	TPWD	Parks	\$ 1,500,000	\$ 750,000	\$750,000	Awarded/Active
Border Zone Fire Dept.	OOG	Fire	\$ 250,000	\$ 78,735.25	None	Awarded/Active
FY21 Operation Stonegarden	OOG	Police	\$ 380,000	\$ 380,000	None	Closed

Grand Total: \$ 4,857,989.05

**COMMUNITY DEVELOPMENT DEPARTMENT  
PROGRESS REPORT  
FISCAL YEAR 10/01/2022-09/30/2023**

<b>PROGRESS REPORT CDBG</b>	<b>MAY, 2023 UNOFFICIAL</b>				
<b>AGENCY / DEPARTMENT / DESCRIPTION / BUDGET</b>	<b>MONTHLY EXPENDITURE</b>	<b>ACCOMPLISHMENT</b>	<b>YEAR TO DATE</b>	<b>%</b>	<b>BALANCE</b>
<b>AMIGOS DEL VALLE - MEALS</b> \$20,000.00 Funds will be utilized to provide meals to homebound seniors.	\$2,118.69	Agency submitted April request and monthly report; provided services to 22 homebound seniors	\$15,983.10	79.92%	\$4,016.90
<b>AREA AGENCY ON AGING</b> \$3,000.00 Funds will be utilized to provide assist seniors with minor repairs/modifications and medical supplies.	\$0.00	Agency has not submitted request and monthly report; serving 7 participants	\$2,397.38	79.91%	\$602.62
<b>CASA OF HIDALGO COUNTY, INC.</b> \$1,000.00 Funds will be utilized for expenses generated in advocating for abused and neglected children.	\$395.40	Agency submitted Oct-Feb request and monthly report; serving 1 participant	\$395.40	39.54%	\$604.60
<b>CHILDREN'S ADVOCACY CENTER</b> \$5,000.00 Funds will be utilized to provide counseling services for abused/neglected children and their families.	\$0.00	Agency exhausted funds; serving 36 participants	\$5,000.00	100.00%	\$0.00
<b>EASTER SEALS SOCIETY</b> \$3,000.00 Funds will be utilized to provide rehab therapy, occupation, physical and speech therapy.	\$700.00	Agency submitted March request and monthly reports; serving 1 participant	\$1,060.00	35.33%	\$1,940.00
<b>SILVER RIBBON</b> \$3,000.00 Funds will be utilized to provide assistance with rent, rent deposits, utilities, utility deposits, medications, physician/medical visits, eyeglasses, durable medical equipment.	\$0.00	Agency has not submitted request and monthly report; serving 6 participants	\$764.16	25.47%	\$2,235.84
<b>C.A.M.P. UNIVERSITY</b> \$3,000.00 Funds will be utilized to provide day habilitation providing life skills for adults with special needs.	\$0.00	Agency exhausted funds; serving 4 participants	\$3,000.00	100.00%	\$0.00
<b>HOPE MEDICAL SERVICES</b> \$3,000.00 Funds will be utilized to provide medical services to uninsured and/or low income residents.	\$1,279.00	Agency submitted April & May request and monthly report; serving 27 participants	\$2,919.00	97.30%	\$81.00
<b>COMFORT HOUSE</b> \$3,000.00 Funds will be utilized to provide twenty-four hour palliative care to patients who have a prognosis of four months or less to live.	\$0.00	Agency exhausted funds continues to serve applicants; serve 3 participants	\$3,000.00	100.00%	\$0.00
<b>HOUSING ASSISTANCE PROGRAM</b>					
<b>REHABILITATION</b> \$50,000.00	\$0.00	Staff recertifying next applicant to be assisted.	\$23,000.00	46.00%	\$27,000.00
<b>RECONSTRUCTION</b> \$1,054,363.00	\$0.00	Staff prepared and executed contracts with the next three applicants to be assisted.	\$345,884.55	32.81%	\$708,478.45
<b>HOUSING ADMINISTRATION FY 22-23</b> \$115,167.00	\$11,162.63	Oversight of the HAP	\$72,294.65	62.77%	\$42,872.35
<b>PROGRAM ADMINISTRATION FY 22-23</b> \$183,167.00	\$18,979.61	Oversight of the CDBG Program	\$116,055.51	63.36%	\$67,111.49
<b>\$1,446,697.00</b>	<b>\$34,635.33</b>		<b>\$591,753.75</b>	<b>40.90%</b>	<b>\$854,943.25</b>
	<b>Community Development Department CDBG / HOUSING</b>				
	<b>New Applicants (HAP)</b>	<b>Agencies/Contractor:</b>	<b>Departments:</b>	<b># of referrals to other agencies/departments:</b>	<b>Walk-ins</b>
	0	2	1	2	5
	<b>New Applicants (EAP)</b>	<b>Re-certifications:</b>	<b>Previously Assisted:</b>	<b>Incoming Calls:</b>	<b>Appointments</b>
	26	0	10	41	1

**COMMUNITY DEVELOPMENT DEPARTMENT  
 PROGRESS REPORT CV AND CV-3  
 FISCAL YEAR 2022-2023 (FUNDING THRU 06/2026)**

<b>PROGRESS REPORT CV</b>	<b>MAY, 2023 UNOFFICIAL</b>				
<b>AGENCY / DEPARTMENT / DESCRIPTION / BUDGET</b>	<b>MONTHLY EXPENDITURE</b>	<b>ACCOMPLISHMENT</b>	<b>YEAR TO DATE</b>	<b>%</b>	<b>BALANCE</b>
<b>AMIGOS DEL VALLE - MEALS</b> <b>\$77,692.00</b>					
Funds will be utilized to assist seniors affected by COVID-19 and expand services for weekend deliveries and/or drive-thru meal pickup due to social distancing.	\$9,335.70	Agency submitted April request and monthly report; serving 63 participants.	\$38,431.80	49.47%	\$39,260.20
<b>EMERGENCY ASSISTANCE PROGRAM</b> <b>\$100,100.00</b>					
Funds will be utilized to assist residents affected by COVID-19 with rent/mortgage and utility assistance.	\$4,103.85	Staff continues to process applications.	\$58,709.50	58.65%	\$41,390.50
<b>PROGRAM ADMINISTRATION</b> <b>\$13,448.00</b>					
	\$3,101.94	Oversight expense of the EAP Program; Intake clerk coordinating events for the program	\$9,251.28	0.00%	\$4,196.72
<b>AFFORDABLE HOMES OF SOUTH TEXAS CV3</b> <b>\$142,548.00</b>					
Funds will be utilized to provide rent and mortgage assistance to residents that have been affected by the pandemic COVID-19.	\$0.00	Agency has not submitted request and monthly report; YTD:23 participants	\$60,404.39	42.37%	\$82,143.61
<b>FOOD BANK OF RGV CV3</b> <b>\$33,390.00</b>					
Funds will be utilized to purchase food items for distribution of food baskets/boxes to individuals/families affected by COVID-19.	\$0.00	Agency has not submitted April request and monthly report; serving 657 participants	\$13,447.81	40.27%	\$19,942.19
<b>MISSION FIRE DEPARTMENT CV3</b> <b>\$100,478.00</b>					
Funds will be utilized to purchase equipment for emergency use at the shelter during declared disasters to serve the community affected by COVID19	\$0.00	Staff working on obtaining concrete pad quotes and specifications for video message board.	\$0.00	0.00%	\$100,478.00
<b>\$467,656.00</b>	<b>\$16,541.49</b>		<b>\$180,244.78</b>	<b>39.70%</b>	<b>\$287,411.22</b>



Mission Fire Prevention Bureau  
415 W. Tom Landry Ave.  
Mission, TX 78572  
Phone 956-580-8711  
Fax 956-580-8712

# Mission Fire Prevention

## Monthly Activity Report: June 2023

### FIRE INVESTIGATIONS

There were one (1) fire investigations for the month of June.

3930 Plantation Groove

Full Investigation: 10 Total

Call out to document of Incident: 0 Total

Year to Date: 21 Total

### SOUTH TEXAS ARSON RESPONSE TEAM FIRE INVESTIGATIONS

The Hidalgo County Fire Marshal's Office asked for our assistance in zero (0) fire investigations for the month of June.

Our assistance was requested: 0 Total

Assistance Requested by us: 0 Total

Year to Date: 0 Total

### INSPECTIONS

There were two hundred and fifty-seven (257) inspections conducted for the month of June: thirty-six (36) occupancy, one hundred and seventy-eight (178) annual and forty three (43) other forms of inspections.

Year to Date: 1,750 Total 340 Occupancy 1,187 Annual 223 Other

Inspection rate to date: 35%

**COMPLAINTS**

There were zero (0) complaints for the month of June.

There were zero (0) complaints resolved within this month.

Year to Date: 0 Total

**SUBDIVISION REVIEWS**

For the month of June there were seventeen (17) subdivision plan reviews.

Year to Date: 206 Total

**SPRINKLER SYSTEM REVIEWS**

For the month of June there were zero (0) sprinkler system plan reviews.

Year to Date: 12 Total

**FIRE ALARM SYSTEM REVIEWS**

For the month of June there were one (1) fire alarm system plan reviews.

Year to Date: 35 Total

**EXHAUST HOOD CANOPY PLAN REVIEWS**

For the month of June there was zero (0) exhaust hood canopy plan reviews.

Year to Date: 5 Total

### **HOOD SUPPRESSION PLAN REVIEWS**

For the month of June there were two (2) hood suppression plan reviews.

Year to Date: 12 Total

### **LP TANK PERMITS**

For the month of June there were six (6) LP tank permits issued.

Year to Date: 12 Total

### **UNDERGROUND STORAGE TANK REMOVAL PERMITS**

There were zero (0) underground storage tank removal permits issued for the month of June.

Year to Date: 5 Total

### **ABOVEGROUND STORAGE TANK REMOVAL PERMITS**

There were zero (0) aboveground storage tank removal permits issued for the month of June.

Year to Date: 0 Total

### **BURNING PERMITS**

There were zero (0) city burning permits issued for the month of June.

Year to Date: 30 Total

## **PLAN REVIEWS**

We had nineteen (19) plan reviews for the month of May.

- 4 Plex-904 Hidden Hills
- 4 Plex-1002 Hidden Hills
- 4 Plex-1004 Hidden Hills
- Thrive Drip Spa-805 N. Shary Rd. Ste. 200
- Mission Automotive Repair-100 S. Dunlap
- Roberto Romero Building-622 N. Conway
- Additional Parking-2215 N. Shary
- Storage Room-1420 N. Conway
- Juan Humberto Marquez-511 N. Shary
- JR's Tires and Wheels-2609 W. Expressway 83
- Barber Shop-1812 E. Griffin Parkway
- Castro Elementary-200 S. Mayberry
- Bryan Elementary-1300 N. Bryan
- Los Primitos Adult Daycare-715 E. 6th
- Owner Edgar Silva DCF Capital Group LLC-1352 E. 1<sup>st</sup> Ste. M,N & O
- Parking Lot-308 S. Shary Rd.
- Flamingo Plaza-3115, 3117 &3119 N. Inspiration Rd.
- Robert's Auto Repair-900 W. Business Hwy. 83
- Sprintech Fire Systems-710 N. Schuerbach

Year to Date: 98 Total

## **FIRE DRILLS**

There were zero (0) fire drills conducted for the month of May.

Year to Date: 3 Total

## **TRAINING**

There were zero (0) trainings in the month of May.

Year to Date: 17 Total

**MEETINGS ATTENDED**

For the month of June there were nineteen (19) meetings attended by the Fire Prevention Office.

- June 5, 2023 - Fire Marshal Frank Cavazos City fireworks meeting
- June 6, 2023 – Fire marshal Frank Cavazos staff meeting
- June 7, 2023 – Fire Marshal Frank Cavazos PSTrax meeting
- June 8, 2023 – Fire Marshal Frank Cavazos Lexipol follow up meeting
- June 8, 2023 – Fire Marshal Frank Cavazos SRC meeting
- June 12, 2023 – Fire Marshal Frank Cavazos meeting with Chief Garcia
- June 12, 2023 – Fire Marshal Frank Cavazos City ID’s
- June 13, 2023 – Fire Marshal Frank Cavazos staff meeting
- June 14, 2023 – Fire Marshal Frank Cavazos Codepal meeting
- June 14, 2023 – Fire Marshal Frank Cavazos meeting with Chief Garcia
- June 15, 2023 – Fire Marshal Frank Cavazos City Red, White & Blue meeting
- June 15, 2023 – Fire Marshal Frank Cavazos SRC meeting
- June 16, 2023 – Fire Marshal Frank Cavazos Hexagon Energy meeting
- June 19, 2023 – Fire Marshal Frank Cavazos city id’s
- June 20, 2023 – Fire Marshal Frank Cavazos City staff meeting
- June 21, 2023 – Fire Marshal Frank Cavazos Budget meeting
- June 22, 2023 - Fire Marshal Frank Cavazos meeting with Chief Garcia
- June 28, 2023 - Fire Marshal Frank Cavazos admin. Asst. Interview
- June 29, 2023 - Fire Marshal Frank Cavazos SRC meeting

Year to Date: 147 Total

**PUBLIC EDUCATION**

During the month of May there were seven (7) presentations conducted.

Date	Location	Fire Extinguisher w/Simulator	Fire Safety Traller	Tours of Stations	Fire Safety Presentation	City Events/ Parade
6/09/2023	Walmart Re-grand opening				500	
6/16/2023	Speer Memorial Library					30
6/30/2023	Speer Memorial Library					30


Year to Date:	63 Presentations	17,237 Audience
Year to Date w/The Tutor	4 Presentations	105 Audience
Year to Date w/F.S.T.	8 Presentations	2,210 Audience
Year to Date w/ City Events	4 Presentations	660 Audience
Year to Date – Other	Presentations	Audience
Year to Date Grand Total	79 Presentations	20,212 Audience

**Frank Cavazos, Deputy Chief/Fire Marshal**

*"Dedicated to the Community We Protect... and Serve"*

**MEMORANDUM**

**TO: RANDY PEREZ, CITY MANAGER**  
**FROM: SUSANA DE LUNA, PLANNING DIRECTOR**  
**DATE: JULY 5, 2023**  
**SUBJ: MONTHLY REPORT APRIL 2023**

\*\*\*\*\*  
**ACTIVITY REPORT FOR THE PLANNING DIVISION IS PROVIDED FOR THE PREVIOUS MONTH.**

**JUNE 2023**

<b>REZONINGS:</b>	<b>7</b>
<b>CONDITIONAL USE PERMIT:</b>	<b>9</b>
<b>HOMESTEAD APPROVALS:</b>	<b>0</b>
<b>SUBDIVISIONS:</b>	<b>2</b>
<b>SINGLE LOT VARIANCES:</b>	<b>2</b>
<b>VARIANCES (ZBA):</b>	<b>14</b>
<b>SITE PLAN APPROVALS:</b>	<b>0</b>
<b>OTHER P&amp;Z REQUESTS:</b>	<b>1</b>

**CODE ENFORCEMENT**  
**MONTHLY REPORT**  
**JUNE 2023**

	<b>Notices Sent</b>
COMPLAINTS RECEIVED	234
WEEDY LOT LETTERS	134
PROPERTIES SENT TO MOWER'S LIST	95
PROPERTIES MOWED	51
SIGNS	248
JUNKED VEHICLES / BOATS	22
CONSTRUCTION W/OUT A PERMIT/SETBACKS	25
HEALTH & SANITATION/STAGNANT WATER/OVERGROWN VEG./GARBAGE/ DEAD TREES	44
HOME OCCUPATION/SIGNAGE	2
SIGHT OBSTRUCTION (SIDEWALKS / RIGHT-A-WAY)	2
UNSAFE/UNSECURED BLDG	4
DOUBLE OCCUPANCY/HOOKED UP RV	1
ILLEGAL DUMPING	0
NON RESIDENTIAL PARKING/SEMI TRUCKS	0
NO BUSINESS LICENSE/CUP REQ'D / NO GARAGE SALE PERMITS-WARNINGS	22
STORAGE OF VEHICLES/BOATS/TRAILERS	1
DEMOLITION FOR UNSAFE BUILDINGS	0
POTHoles /PARKING LOT MAINTENANCE/LIGHTING	0
IPMC VIOLATIONS	13
ZBA VIOLATIONS / ZONING / DAILY VIOLATIONS	14
POLITICAL SIGNS	0
<b>CASES FILED IN COURT / PENDING APPROVAL WITH ATTORNEY 45</b>	<b>52</b>
<b>CASES SEEN IN COURT</b>	<b>52</b>
<b>CASES CLOSED</b>	<b>77</b>
CALL IN'S	157
WALK-IN'S	22
311-COMPLAINTS	30
INTERNAL COMPLAINTS/ E-MAILS	25

**Building Permit and Inspections  
Activity Report for  
The Month of June 2023**

Total # of Building Permits	Building Permit Value	Building Permit Fee	Types of Building Permits
48	\$8,120,073.00	\$14,449.25	New Dwelling
6	\$3,560,000.00	\$14,769.96	Commercial
3	\$520,000.00	\$3,658.76	Assembly Apartments
1	\$2,300.00	\$105.00	Warehouse Move Out Houses/Move Within Move In Houses
1	\$2,500.00	\$105.00	Move in Mobile Homes Schools
6	\$203,000.00	\$1,930.00	Swimming Pools
11	\$34,841.00	\$385.00	Sheds
14	\$138,250.00	\$1,175.00	Signs
15	\$46,900.00	\$467.00	Fence Tower
3	\$26,000.00	\$165.00	Gas Tanks Pumps Demolition Water Well/Recreation Const.
<b>108</b>	<b>\$12,653,864.00</b>	<b>\$37,209.97</b>	<b>Totals</b>

Additions / Remodeling			
110	\$4,091,140.12	\$5,136.40	Residential Buildings
7	\$385,400.00	\$2,250.00	Commercial Buildings Apartment Buildings Assembly Buildings School Buildings
2	\$3,000.00	\$100.00	Awnings/Decks
25	\$143,850.00	\$1,530.50	Carports/Concrete
18	\$76,205.00	\$1,476.00	Porches/Driveways/Sidewalks
1	\$17,000.00	\$180.50	Garages/Canopies Hobby Shops
<b>163</b>	<b>\$4,716,595.12</b>	<b>\$10,673.40</b>	<b>Totals</b>

<b>Total Building Permits</b>	<b>271</b>
<b>Total Building Valuation</b>	<b>\$17,370,459.12</b>
<b>Total Building Permit Fees</b>	<b>\$47,883.37</b>

Prepared By: Rachel Alvarez  
Date: 7/3/2023

**I. Permits Issued**

**A. Building**

Number	271
Value	<u>\$17,370,459.12</u>
Permit Fees	<u>\$47,883.37</u>

**B. Electrical, T-Pole, & T-Clear**

Number	151
Permit Fees	<u>\$15,658.00</u>

**C. Mechanical**

Number	62
Value	<u>\$450,055.84</u>
Permit Fees	<u>\$5,473.00</u>

**D. Plumbing, Gas & Sprinkler System**

Number	109
Permit Fees	<u>\$9,498.50</u>

**TOTALS**

<b>Total Permits Issued</b>	<u>593</u>
<b>Total Valuation</b>	<u>\$17,820,514.96</u>
<b>Total Permit Fees</b>	<u>\$78,512.84</u>

**II. Number of Inspections Conducted** 713

**III. Other Fees**

**A. Business License Application**

Number	32
Permit Fees	<u>\$1,600.00</u>

**B. Garage Sale Permits**

Number	464
Permit Fees	<u>\$4,640.00</u>

**C. Health Cards**

Number	0
Permit Fees	<u>\$0.00</u>

**D. Builder Registration**

Number	0
Permit Fees	<u>\$0.00</u>

**E. Electrician Registration**

Number	0
Permit Fees	<u>                    </u>

**F. Plumbing Registration**

Number	0
Permit Fees	<u>                    </u>

**G. Mechanical Registration**

Number	0
Permit Fees	<u>\$0.00</u>

**H. House Inspections**

Number	2
Permit Fees	<u>\$200.00</u>

**I. Planning & Zoning Applications**

Number	33
Permit Fees	<u>\$8,350.00</u>