

**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
June 5, 2023**

**Commission-Present**

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

**Staff Present**

**Jesse Lerma Jr-CS Director  
Noemi Munguia-HR Director**

**Call to Order**

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

**Approval of Minutes-May 22, 2023**

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

**Approval of Mission Fire Department DC's Promotional Examination Scores and the Creation of an Eligibility List**

Mr. Lerma advised the Commission that they held a promotional examination for DC on May 25, 2023. They had three (3) individuals that participated and only one passed.

1. Randy Cruz-89 plus ten seniority points-99
2. Joel Saenz-59
3. Frank Chairez-53

Mr. Lerma was requesting approval of the scores to create a new eligibility list. Mr. Cruz would be promoted immediately once approved. After a brief discussion, Mr. Garza made a motion to approve the scores and to create a new eligibility list. Mr. Davis seconded the motion. Motion was approved the unanimously

**Approval of Mission Fire Department Promotional Examination Resource List For CPT**

Mr. Lerma advised the Commission that with CPT Cruz being promoted we had to fill the position. Mr. Lerma advised the Commission that Chief Garcia was recommending the following sources for approval:

1. Fire Officer Handbook of Tactics, 5<sup>th</sup> Edition
2. Effective Supervisory Practices, 5<sup>th</sup> Edition
3. Fire and Emergency Company Officer, 6<sup>th</sup> Edition

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

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

Mr. Lerma submitted the following promotional examination schedule for approval:

1. Post Resource List-June 5, 2023
2. 30 Day Notice-July 7, 2023
3. Last Day to Submit MOI-July 28, 2023
4. Date of Examination-August 10, 2023

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

**Pending Business**

No pending business

**Adjourn**

Meeting was adjourned at 9:15 a.m.

**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
June 9, 2023**

**Commission-Present**

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

**Staff Present**

**Jesse Lerma Jr-CS Director  
Noemi Munguia-HR Director**

**Call to Order**

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

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

Mr. Lerma submitted the corrected promotional examination schedule for approval:

1. Post Resource List-June 9, 2023
2. 30 Day Notice-August 7, 2023
3. Last Day to Submit MOI-August 23, 2023
4. Date of Examination-September 7, 2023

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

**Pending Business**

No pending business

**Adjourn**

Meeting was adjourned at 9:05 a.m.

**NOTICE OF REGULAR MEETING & PUBLIC HEARING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
MAY 31, 2023            4:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

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

**ABSENT:**

Mayor Norie Gonzalez Garza

**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP  
Tony Barrera, Progress Times  
Austin Arnold, Ryan LLC  
Marty Wilson, Darden Restaurants  
Lee McCormick, CDA  
Juan Garza, Pieology

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Joel Garza, Chief Operating Officer  
Judy Vega, Executive Assistant  
Stepanie Palacios, Financial Officer  
Naxiely Lopez-Puente, Director of Marketing & Communications  
Blanca Davila, Director of Economic Development  
Belen Guerrero-Aguirre, Director of Strategic Partnership & Program Development  
Randy Perez, City Manager  
Angie Vela, Finance Director  
Stephanie Palacios, Financial Officer  
Ezeiza Garcia, Assistant Finance Director  
Joe Salazar, Accountant

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

With a quorum being present, President Richard Hernandez called the meeting to order at 4:04 PM. President Hernandez asked for a moment of silence in memory of the recent passing of former City of Mission Mayor Norberto “Beto” Salinas, who passed away on May 26, 2023.

**2. Approval of Minutes: Meeting of April 26, 2023**

Vice Chairman Jose G. Vargas moved for approval of the meeting minutes of April 26, 2023. Motion was seconded by Carl Davis and approved 6-0.

**3. Deliberation & possible action to accept Adjusted Financial Statements for March 2023**

Financial Officer Stephanie Palacios presented and recommended approval of the adjusted financial statement for March 2023.

Secretary Deborah L. Cordova moved for acceptance of the Adjusted Financial Statements for March 2023. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

**4. Deliberation & possible action for approval of Resolution No. 2023-04, Resolution of the Mission Economic Development Corporation regarding request of Precision Wire Products, Inc., for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto**

Lee McCormick, President with Community Development Associates, presented this item by saying that Precision Wire Products, Inc. is a California wire company that manufactures shopping carts and racks used at stores like Walmart, Costco, and Target. The company plans to relocate part of their company to Texas near Dallas into an existing building. The bond amount requested today in this resolution is an amount not to exceed \$10 million. This is an inducement resolution meaning the legal documents are being prepared and once they are ready to close on the bond, a final resolution will be presented to the Board for approval. Bond counsel for this transaction is Bracewell LLP. Mr. McCormick said that the Texas Bond Review Board is not approving applications for bonds at this time, but that for this type of transaction, they have \$60 million available on a first come first served basis.

As with the previous resolutions related to bonds, this is a conduit transaction for the MEDC. The borrower is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission. There is potential "reputational risk" if the borrower defaults since the MEDC name is included on the bonds. Assuming a bond issuance of \$10 million, at closing the MEDC is expected to receive approximately \$32,500 for serving as issuer of the bonds and an annual fee of \$5,000 until maturity. The MEDC CEO recommends the adoption of this resolution in the amount not to exceed \$10 million of tax-exempt private activity bonds to finance the proposed Project.

Vice President Jose G. Vargas moved for approval of Resolution No. 2023-04 as presented. Motion was seconded by Noel Salinas and approved 6-0.

**Resolution No. 2023-04**

Resolution of the Mission Economic Development Corporation regarding request of Precision Wire Products, Inc., for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap for private activity bonds with the Texas Bond Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto

**5. Public Hearing: MEDC FY 2022-2023 proposed project consideration concerning an economic incentive for a restaurant to be located at New Quest Mission Gateway Lot 3, located at the northeast corner of east Expressway 83 and south Bryan Road, Mission, Texas**

At 4:27 PM President Richard Hernandez opened the public hearing for MEDC FY 2022-2023 proposed project consideration concerning an economic incentive for a restaurant to be located at New Quest Mission Gateway Lot 3, located at the northeast corner of east Expressway 83 and south Bryan Road, Mission, Texas.

There being no comments, President Richard Hernandez closed the public hearing at 4:29 PM.

**6. Deliberation & possible action related to an Economic Development Performance Agreement between the City of Mission, Mission Economic Development Corporation, and Olive Garden Holdings, LLC**

CEO Tecló J. Garcia introduced this item by saying that this performance agreement is for a new Olive Garden Italian restaurant in Mission, a project that staff has been working on for several months. President Hernandez mentioned that the agreement has been signed by City Manager Randy Perez, as well as representatives of Olive Garden Holdings, LLC. Mr. Garcia said that it was because it is a joint agreement between MEDC, the City of Mission, and Olive Garden and that they have approved the agreement separately. Legal counsel Gene Vaughn mentioned that if this agreement is approved, the MEDC is required by Local Government Code, Section 505.160, to publish a notice of intention and notice of public hearing in a newspaper and then wait 60 days before paying out any funds. Mr. Garcia said that the restaurant does not need funding now and that this incentive is based on a sales tax rebate. Being that they are not here yet, the 60-day comment period would have passed by the time they are due funding.

Carl Davis moved to approve an Economic Development Performance Agreement between the City of Mission, Mission Economic Development Corporation, and Olive Garden Holdings, LLC, subject to publishing the required notices in the newspaper and waiting 60 days to release any funds. Motion was seconded by Secretary Deborah L. Cordova and approved 6-0.

**7. Olive Garden Recognition**

CEO Tecló J. Garcia introduced Marty Wilson with Darden Restaurants, who did a short power point presentation to the Board to introduce Olive Garden, one of their eight restaurant brands. Ms. Wilson's presentation contained information related to the new Olive Garden, to be located in Mission (north/east corner of Bryan Rd & Frontage Rd), including the restaurants' renderings, economic impact, and overall, the logistics of the restaurant. An investment of \$5 million, this location will create 50 full-time positions and up to 80 soon after. Average wages will be \$17+ per hour with an annual payroll of \$1.8 million. Permits for construction will be in place by October 2023 and construction should be completed in May 2024. Darden Restaurants expect to announce an opening in June 2024. After her presentation, Ms. Wilson thanked the Board and the City of Mission for their support. No action was taken or required.

## **8. IHOP Recognition**

Mr. Garcia introduced and welcomed Isaac Garza, Director of Operation, with IHOP Restaurant. Mr. Garza said he and franchiser Walid Haidar were excited to bring a second IHOP location to the City of Mission with the first restaurant located on Shary Road. The second location will be Conway Street and the new building, of approximately 5,000 sq. ft., will be a new IHOP prototype building. The new location will create 90 jobs, with 50 overall once established. The building is about 95% complete and an opening is expected in the third week of June 2023.

At 4:54 PM President Richard Hernandez called for a recess. At 5:06 PM, President Hernandez called the meeting to order with quorum present.

## **9. Deliberation & possible action for the approval of an Economic Development Performance Agreement between Mission Economic Development Corporation and Brand Geniuz**

Mr. Garcia mentioned that this item was brought before the Board about two months ago when the Board acted on a preliminary approval of this project. He mentioned that a notice of intention and notice of public hearing were published with no opposition voiced at the public hearing. He is recommending approval of the performance agreement. Vice President Jose G. Vargas asked a question related to the agreement. On the agenda item it reads the amount is \$55,000 over a period of three years, but on the agreement, it reads \$85,000 to be paid in two installments. The \$55,000 to be paid in two installments was determined to be correct.

Subject to a correction on the amount of the incentive from \$85,000 to \$55,000, Secretary Deborah L. Cordova moved to approve an Economic Development Performance Agreement between the City of Mission, Mission Economic Development Corp., and Brand Geniuz. Motion was seconded by and approved Treasurer Estella Saenz and approved 6-0.

## **10. Deliberation & possible action for approval of Invoice #12 from the City of Mission related to an EDA grant project, in the amount of \$157,407.72**

Accountant Joe Salazar presented and recommended approval.

Carl Davis moved for approval of Invoice #12 from the City of Mission related to an EDA grant project, in the amount of \$157,407.72. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

## **11. Deliberation & possible action for the approval of an Amendment to MEDC's Purchasing Policy**

Mr. Garcia said that he was requesting an amendment to MEDC's Purchasing Policy to align with the City of Mission's purchasing policy in relation to services provided for procurement and amend the threshold amount from \$10,000 to \$25,000.

Vice President Jose G. Vargas moved for approval of an Amendment to MEDC's Purchasing Policy. Motion was seconded by Treasurer Estella Saenz and approved 6-0.  
At 6:06 PM, President Richard Hernandez announced that the MEDC Board of Directors would be convening in executive session.

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

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

- A. Report from CEO as to potential prospects**
- B. Mission Food Park**

**Deliberation and possible action regarding the purchase, exchange, lease, or value of real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:**

### **M.E.D.C. Land**

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

At 6:20 PM, President Richard Hernandez announced the MEDC Board was convening in open session.

No action was taken.

## **13. CEO Report on Economic Activity**

Mr. Garcia briefly reported the following: He and Blanca Davila, Director of Economic Development, attended the ICSC Retail Convention in Las Vegas from May 20-23, 2023; Brand Geniuz had a ribbon cutting on May 25, 2023; MEDC visited South Texas College Tech Campus, where MEDC's Naxiely Lopez and Belen Guerrero visited with the dean at the college. Mr. Garcia met with Texas Governor Greg Abbotts' new regional representative, Mallory McCoy, who came to introduce herself and visit the MEDC office. He also mentioned that that MEDC had sponsored the Small Business Association "Small Business of the Year" Luncheon recently hosted by the RGV Partnership. UTRGV had their ribbon cutting on May 3, 2023 at the CEED building and that MEDC had marked Small Business Development Week and Economic Development Week with Proclamations presented at a City Council meeting recently. Both proclamations are framed and will be displayed at the CEED building. MEDC was invited to participate in STC's Workforce Summit. On CEED news, Mr. Garcia reported that Wayland Baptist University celebrates moving into the CEED building, and CineSol will soon hold their 24-hour film dash competition at CEED. Staff is also preparing to present a Memorandum of Understanding between CineSol and MEDC since they would like to hold their annual film festivals here moving forward. Various events that staff is focusing on are

follows: A Tesla Takeover on July 1<sup>st</sup>; a CEED tenant mixer is being planned on June 1<sup>st</sup>, and a Welcoming event for the City of Mission's Grants' Department into our building on June 13<sup>th</sup>. MEDC staff will be attending Mexico's Nearshoring Auto Industry Summit in San Luis Potosi, Mexico July 20-21, 2023. McAllen EDC will be joining MEDC on this trip. The RGV Partnership has a legislative trip scheduled next week, June 6-8, 2023, in which Mr. Garcia will be participating. Nothing further was reported.

#### **14. President Comments**

President Richard Hernandez thanked the Board of Directors for their participation at this meeting, Mr. Garcia, and MEDC staff for the preparation of this meeting.

#### **15. Adjournment**

At 6:21 PM, Carl Davis moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

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Richard Hernandez, President

ATTEST

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Deborah L. Cordova, Secretary

**Mission Tax Increment Reinvestment Zone  
Board of Directors Meeting  
May 23, 2023**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission TIRZ #1, held a regular meeting, open to the public, May 23, 2023, at 801 N. Bryan Road, Mission, Texas and at 7:02 PM, the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present except Vice Chairman Garza and Director O'Caña. Participating via Zoom teleconference were Angie Vela, Karla Rubio, David Flores, Mayor Norie Gonzalez Garza, Stephanie Palacios, Geraldo Perez, and Tim Austin. Participating in person were Joe Morin, J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chavez, Joe Salazar, Cristian Garza, Colby Eckols, Randy Perez, Damien B. Tijerina, Jody Tittle, Ruben James de Jesus, and Judy Vega.

**I. Consider Consent Agenda**

- A. Call meeting to order and establish quorum
- B. Approve Minutes of the April 25, 2023 meeting and Special Meeting of May 11, 2023 of the TIRZ#1
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the May 23, 2023 meeting

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Chapa, the Board unanimously approved the minutes of April 25, 2023 meeting and Special Meeting of May 11, 2023 of the TIRZ#1

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously approved the consent agenda.

**II. Adjournment**

As there was no further business for the board to consider, upon a motion made by Secretary Aissa I. Garza and seconded by Director Reya, the Board unanimously voted to adjourn the meeting at 7:03 PM.

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

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

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

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

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

**Mission Redevelopment Authority  
Board of Directors Meeting  
May 23, 2023**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, on May 23, 2023, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present except Vice Chairman Garza and Director O'Caña. Participating via Zoom teleconference were Angie Vela, Karla Rubio, David Flores, Mayor Norie Gonzalez Garza, Stephanie Palacios, Geraldo Perez, and Tim Austin. Participating in person were Joe Morin, J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chavez, Joe Salazar, Cristian Garza, Colby Eckols, Randy Perez, Damien B. Tijerina, Jody Tittle, Ruben James de Jesus, and Judy Vega.

**Call Meeting to Order at 4:01 PM**

With a quorum present, Chairman Penoli opened the meeting with a welcome to all.

**Approve minutes of the April 25, 2023, and Special Meeting of May 11, 2023 meetings of the Mission Redevelopment Authority**

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously approved the April 25, 2023, and Special Meeting of May 11, 2023 meetings of the Mission Redevelopment Authority as presented.

**Project Reports**

Chairman Penoli recognized Engineer Ruben James de Jesús with Melden & Hunt to report on the **Bentsen Palm Development Phase III Project**. Mr. De Jesús reported that the project is 90% complete. The project description involves design and construction related services for a new sanitary sewer line extension Mile 1 South and Inspiration Rd. Sewer line extension will expand sewer service area and eliminate two existing lift stations within Meadow Creek. Line A (Runs through Sendero Ph D): Sewer line is completed. Line B (runs along the south side of Amigos del Valle): Sewer line is completed. Pending Tie-in. Line C (runs along south side of park): Bore crossing has been completed and is pending final tie-in. 95% of the sewer line has been installed. The contractor, RDH Site & Concrete LLC, is to work on line testing and final tie-ins. Chairman Penoli requested that construction start dates, and date the TIRZ agreed to reimbursement of the city, are reported on this and every project approved by the TIRZ.

Chairman Penoli recognized Mr. de Jesús to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. Mr. de Jesús reported that this project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. The design survey has been completed along the proposed route for the sanitary sewer line and force main. Design plans for this project are 90% complete. Final plans have been submitted to Hidalgo County Drainage District #1 and City of Mission staff. Pending is a permit from Hidalgo County Drainage District #1. Melden & Hunt anticipates sending requests for bids for the construction phase of the project this month. Chairman Penoli asked if the \$1,549,500 on the report was for design, only, or included construction costs. Mr. de Jesús mentioned that the \$1,549,500 shown in the report is an estimate for construction costs, but he will look into project costs and present a breakdown at the next Board meeting. Chairman Penoli requested that construction and design costs are included on all project reports funded by MRA. Assistant City Manager J.P. Terrazas mentioned that on page 90 of the meeting packet, a breakdown of the engineering and design costs was included. A design survey was listed at \$25,000.00; engineering design was \$232,425.00, and general engineering services for the regional master plan was \$110,000.00, a total of \$367,925.00. The budgeted amount for this project is 2,072,375, minus engineering costs of \$367,925.00 leaves us a total of \$1,704,450.00 for construction costs. No further comments were made.

Chairman Penoli recognized Mr. de Jesús to report on **the Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. Mr. de Jesús said that he will have a draft of an identified alternate plan in June, which is to install a parallel line within Inspiration Road, rather than rerouting the sewer with a force main. Melden & Hunt has been working jointly with the City of Mission related to Lift Station #10, located on Mile 2 & FM 495 (El Valle Subdivision), which produces sewer overflow through Inspiration Road. Mr. De Jesús will be presenting costs associated with the proposed plan at the next Board meeting. Nothing further was reported.

Chairman Penoli recognized P.E. Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II**. On **Phase I**, Mr. Tijerina mentioned that the project involves environmental assessment, public involvement, and schematics. He reported that on March 8, 2023, the firm submitted environmental documents to TxDOT, from comments received on February 27<sup>th</sup>. Public hearings for this project were held virtually without opposition from 5:30 PM on April 25<sup>th</sup> to May 10<sup>th</sup> at 11:59 PM. The in-person public hearing was held from 5:30 to 7:30 PM on April 26, 2023 at Leal Elementary School Cafeteria on Los Ebanos Road. The City of Mission nor TxDOT received any comments. Next step is to prepare a public hearing summary for submittal to TxDOT for approval. Once approval is received by TxDOT, the summary will become part of the Environmental Assessment document which is then submitted federally for environmental clearance. The City of Mission may begin their Right-of-Way acquisition process soon after. Mr. Tijerina said he will share some of the maps displayed at the public hearings at the next MRA meeting in June. Chairman Penoli asked about Hidalgo County's Metropolitan Planning Organization (MPO) funding for this project, about \$20M. Mr. Terrazas said that 80% of ROW for the project will be funded by the MPO and 20% by the City of Mission as stipulated in an Advanced Funding Agreement (AFA) between the State of Texas through TxDOT and the City of Mission. He said 98% of construction costs will also be reimbursed to the City of Mission. Mr. Terrazas said he will provide a copy of the AFA agreement at the next meeting.

On **Phase II**, Mr. Tijerina mentioned that Right of Way maps were submitted to L&G on May 12, 2023 for review. The final review was completed, and they will be submitted to TxDOT on May 26, 2023. L&G submitted a 90% PS&E (plans & design) submittal to the City of Mission on May 23, 2023. This project has not been funded and is being made part of the bond series the Authority is working on securing. Phase II was approved by the Board last year at \$3.7 million for ROW, design and plans. JP Is this correct? No further comments were made.

Chairman Penoli recognized Dr. Rolando Ortiz with **Killam Development** to report on El Milagro Phase I Project. Dr. Ortiz said that at last month's meeting there were some questions regarding cumulative cost expenses for each listing. Dr. Ortiz shared a report with the Board that included work done to date, amounts paid for each category from December 2022 to April 2023. There are eight (8) areas included in El Milagro Phase I Project including Los Indios Blvd., Minor Arterial (Green Street), Minor Arterial (Mayberry Street), Principal Arterial 1-Residential, Principal Arterial 1-Commercial, Minor Arterial (2-Way Bike), Local Alley & Streets, and Alley Commercial, a total of \$12,574,934 reimbursable by the TIRZ. The infrastructure improvements started in December 2022. The project's contract calls for a completion date of November 2023, but they would like to extend it to March 2024. A lot of activity is ongoing at this time and Dr. Ortiz said he has spoken to the contractor, Posillico LLC, who informed him that the project is on schedule. Within the next 60-90 days, curbs and gutters, asphalt, will be installed within the project. No further comments were made.

Chairman Penoli recognized Crystal Chavez, Project Manager with The Warren Group to report on the **Fire & Police Sub-Station #6**, Ms. Chavez mentioned that the project is 74.82% complete. On the site construction side, Ms. Chavez reported that the contractor is working on the installation of concrete masonry units at the gate islands and the brick cap above the perimeter block wall. Flag poles have been installed and asphalt at parking areas have been delayed to rain. On the building construction side, ongoing are installation of parapet wall coping gypsum board, the wall at the entrance lobby, doors and hardware, restroom ceramic tile installation, ceiling can lights, electrical wire termination at panel boards, electrical HVAC, and plumbing work, as well as concrete slab being sealed. Pending are the storefront glazing doors. A total of 28 weather days were reported as of May 23, 2023. The Warren Group submitted Pay Application #11 to the City of Mission for the pay period of April 24, 2023 in the amount of \$230,973.03. On construction scheduling, three lead items will extend the date of completion from February 2023 to September 2023 as follows with no changes on delivery dates:

- 1) PA Panel that powers AC units, estimated delivery date of June 13, 2023;
- 2) Main disconnect switchboard has an estimated delivery of April 19, 2023;
- 3) Rooftop units estimated delivery by the end of April 2023.

Ms. Chavez shared some images of the project's progress. No further comments were made.

**Walsh Street Project:** No update.

**Mayberry Road Extension:** No update.

**1<sup>st</sup> Street Extension:** Las Esperanzas Subdivision. Mr. Terrazas mentioned that the contractor, River Side Construction, is about 75% complete on drainage and about 90% complete on sewer line installation. The project has been delayed due to rain, but they're on schedule. They will soon be ordering the materials for the lift station that is going to service the subdivision. The contractor informed Mr. Terrazas that due to the depth of the lift station, 28', sand was found inside the hole, so the contractor is going to hire some assistance to dewater the area, which will probably take about two

months to complete. Dirt (or sand) needs to be removed in order to pour into the foundation where the lift station will sit. Chairman Penoli asked if the needed assistance was something at the expense of the contractor or if the Board should expect a change order later? Mr. Terrazas said no change orders are expected with this project as it'll be at the contractors' expense. He also shared some images with the Board that he took today of the work area.

**Discussion & possible action for the acceptance of Change Endorsement No. 1 to the Directors & Officers Commercial Insurance Policy – Karla Rubio, HUB Insurance Group**

Chairman Penoli recognized Karla Rubio with HUB Insurance Group to present this item. Ms. Rubio said that she was presenting Endorsement No. 1 to the Directors & Officer's (D&O) Commercial Insurance Policy for their consideration. At the meeting of March 7, 2023, the policy presented by HUB Insurance Group Representative Steve Urbina had a general liability limitation for D&Os of \$3,000,000 per incident related to accidents involving directors and officers to and from meetings or projects. Chairman Penoli questioned whether there would be a change in premium amounts if the limitation was lowered. Ms. Rubio presented an offer to lower the limitation amount from \$3,000,000 to \$2,000,000; however, she informed the Board that there would be no change in premium amounts. Chairman Penoli said that since there was no difference in the policy's premium, he recommended to the Board no to accept the new offer.

Upon a motion duly made by Director Chapa and seconded by Director Reyna, the Board denied Change Endorsement No. 1 to Directors & Officers Insurance Policy from HUB Insurance Group and keep what was already in place.

**Deliberation & possible action related to a financing plan for the issuance of tax increment revenue bonds by Mission Redevelopment Authority – Colby Eckols, Hilltop Securities**

Chairman Penoli recognized Colby Eckols, Senior Vice President/Investment Banker, with Hilltop Securities to present this item. Mr. Eckols said that since some numbers were calculated and presented to the Board last month, the market has not been favorable; however, in spite of the market not doing so well at this time, the information received from staff was better than what they expected in that they were able to increase the bond proceeds. Chairman Penoli asked Mr. Eckols about what was expected at this meeting and if Eckols expected the Board would be ready to vote on a plan? Mr. Eckols said that he was able to create three scenarios for the review based on the two options that were presented last month, the open market and private placement.

- Scenario 1 - Projected Open Market with Insurance;
- Scenario 2 - Projected Open Market without Insurance; and
- Scenario 3 - Projected Subordinate Lien Bank Placement.

An Open Market Bond Sale generally has lower interest rates than a Direct Placement Bond; however, overall costs may not be less after factoring in the preparation of documents and a longer process to execute. Mr. Eckols shared a slide presentation for the Board's review in which the three scenarios were prepared based on what was presented by city staff. Discussion took place regarding possible issuance scenarios while maintaining a current rating of A- based on current market conditions. After reviewing all scenarios. Legal counsel Tim Austin asked whether bond documents require that reserved funds not be spent. Mr. Eckols said that although it is not a requirement, it is recommended that reserved funds are not depleted completely, or that at least 25-50% is available; however, available cash on hand can be used as the Board's discretion as long as debt service payments are made. Secretary

Aissa I. Garza asked if the Board could review the bond once issued, and can it be amended? Mr. Eckols said that once the bond is issued, the Board can bring it back as often as desired if revenue projections change. Secretary Aissa I. Garza asked Mr. Eckols and Interim Executive Director for their recommendation on the least risky scenario(s). Mr. Eckols said Scenario 3 accomplishes the goals of the TIRZ since it offers the highest proceeds while maintaining the current A- rating. Mr. Perez said he was recommending a bank placement to maximize the proceeds and was concerned about offset costs, inquiring how much more will the TIRZ pay in interest to get a bond proceeds upfront? Mr. Eckols said it will be about \$3M over one year to get proceeds upfront. Chairman Penoli asked about the projects that would be funded from the bond proceeds. Mr. Perez said that some of the projects are pending (didn't say which), and some there are other needed general projects that may qualify or fall onto the original project list. Mr. Austin explained that if a project is not on the original approved project list from the inception of the TIRZ, then it can't be added. He added that when he works on reimbursement agreements, he checks to make sure the project is in the original list; otherwise, the list will need to be amended.

Chairman Penoli stated that he wanted a full quorum of the Board to decide on which option to choose. Mr. Eckols recommended that a comparable be obtained for Scenario 1 & 3 with a cost of issuance from several banks as well as on interest rates to see the offsets side by side of what the cost will actually be. Secretary Aissa I. Garza said that it appeared the decision falls on Scenario 1 & 3; however, she was not ready to make an important decision without numbers she has not seen. Director Reyna asked Mr. Perez if he could have the Finance Department run numbers on the Scenarios (1 & 3) for comparison purposes. Mr. Eckols said he would like to also include Scenario 2, only because he has no guarantee that the bond will be insured even though he knows the existing 2017 Bond was insured, he has no guarantee that this new issuance will. Mr. Eckols said he will need Board authorization to solicit from banks. The only bank that has provided an interest rate is Frost Bank and it is because it is the bank that has underwritten two of the Authority prior bonds; however, no other solicitations have been made. Once authorization is granted, Eckols explained he will start solicitations. Mr. Eckols provided a list of the top 25 banks that participate in bond direct placements. Director Reyna asked about Scenario 2 and what happens if the bonds aren't insured with Scenarios 1 & 3; however, Mr. Eckols said he did not believe that would happen since Frost Bank has already expressed an interest in participating. He also said that there is a high percentage that they will be insured. Chairman Penoli said, it is clear that questions needed to be answered and represented before the Board can decide. The difference in Scenarios 1 & 3, less processing fees and cash upfront; a list of projects that will be included in the bond issue; and the gathering of interest rate and pricing from banking institutions.

Upon a motion duly made by Director Reyna and seconded by Director Chapa, the Board unanimously authorized Hilltop Securities' Financial Advisor Colby Eckols to solicit informal pricing from various banking institutions.

### **Deliberation & possible action on approval of Change Order #1 related to Police & Fire Sub Station #6**

Chairman Penoli recognized Assistant City Manager J.P. Terrazas to present this item. Mr. Terrazas mentioned that at the Special Board meeting of May 11, 2023 the Board requested an itemized list of furniture that will be placed at the Police & Fire Sub Station #6. Mr. Terrazas provided an itemized list as well as renderings on where the furniture will be placed. The total request for the furniture is an amount not to exceed \$300,000. Chairman Penoli asked whether the other Change Orders that were previously approved at the April 25, 2023 and May 11, 2023 Board meetings were different change

orders? Mr. Terrazas said the Change Orders approved at those two meetings were part of this same Change Order No. 1. The Change Order numbers were internally created by the contractor; however, all are within this same Change Order No. 1. Mr. Perez commented that this project was approved at \$6.1M with an additional allowance of \$500,000 in contingency/allowances, but as items were presented, the allowance was reduced until there was no more allowance, causing the original project amount to increase. There was discussion among the board, and confusion in regard to the use of the terminology and understanding the change order numbering sequence presented.

TIRZ Attorney Mr. Austin then explained that he has written all of the reimbursement agreements for the Authority stating that it can get a bit confusing because the term change orders is what is used by the contractors, and not the documents in the reimbursement agreements. Mr. Austin said that what was approved at the last meeting was a Third Amendment to the Reimbursement Agreement, but it could imply that it was rejected because the furniture was not approved. Austin continued by saying the most efficient way to document these amendments, now presented, would be to approve a Fourth Amendment to the reimbursement agreement that will include the furniture costs, if approved. Austin then asked the Board would the board prefer to finalize a Third Amendment to include the furniture costs in it and have City Council approve it, or would they like to approve a Fourth Amendment. Chairman Penoli said he now understood this item to either be Change Order 1, or the Fourth Amendment to the Reimbursement Agreement. Mr. Terrazas then proceeded to describe the furniture items listed room by room. Secretary Aissa I. Garza asked if these expenses were allowed under the TIRZ statute and if TIRZ had funded furniture before. Mr. Austin said yes to her first question and Mr. Perez said yes to her second question, clarifying that the furniture at the Fire Station on Glasscock & Military was funded by TIRZ, as well as the Fire Station on Tom Landry Street.

Upon a motion duly made by Secretary Aissa I. Garza and being seconded by Director Chapa, the Board approved an additional amount not to exceed \$300,000 within Change Order No. 1 for furniture for Police & Fire Sub Station #6, 4-1 with Chairman Penoli voting against. The amount will be added to a Third Amendment to Reimbursement Agreement, Item 8 on this agenda.

**Deliberation & possible action on approval of Amendment to FY 2022-2023 Budget related to Change Order #1 related to Police & Fire Sub Station #6**

Upon a motion duly made by Director Reyna and seconded by Director Chapa, the Board approved an Amendment to FY 2022-2023 Budget related to Change Order #1 related to Police & Fire Sub Station #6 in an amount not to exceed \$300,000 for furniture expenses, 4-1, with Chairman Penoli voting against.

**Deliberation & possible action regarding the process for incorporating any future costs, such as furniture expenses, into the Third Amendment to Reimbursement Agreement for the Police & Fire Sub Station #6 improvements, pending submission and approval of such costs**

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Chapa, the Board approved the process for incorporating any future costs, such as furniture expenses in an amount not to exceed \$300,000 into the **Third Amendment** to Reimbursement Agreement for the Police & Fire Sub Station #6, 4-1, with Chairman Penoli voting against.

**Discussion & possible action related to the transfer of the following projects to their respective governmental entities:**

- A. US 83 Overpass at Inspiration Road Phase I (TxDOT)**
- B. US 83 Overpass at Inspiration Road Phase II (TxDOT)**
- C. US 83 Overpass at Inspiration Road Phase III, (TxDOT)**
- D. Military Highway W. Wastewater & Water (City of Mission)**
- E. Anzalduas Lift Station (City of Mission)**
- F. Hoerner Rd. Project (City of Mission)**

Secretary Aissa I. Garza moved to table this item. The motion was seconded by Director Chapa and approved by the Board unanimously.

**Deliberation & possible action for acceptance of Financial Report for April 2023**

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

Upon a duly made motion by Director Reyna and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the Financial Report for April 2023.

**Approval of invoices for May 2023**

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

Upon a motion duly made by Reyna and seconded by Director Chapa, the Board unanimously approved all invoices for the month of May 2023.

**Deliberation & possible action related to MRA's engagement with Morin Business Services LLC**

Interim Director Perez, discussed with the Board various problems that the City has experienced with Mr. Morin business services, including bookkeeping/entry delays, omissions and timeliness issues surrounding the completion of the audit & accounting work. Mr. Perez concluded by saying that it was his recommendation that the TIRZ terminate the contract with Morin Business Services.

At 6:46 PM, Secretary Aissa I. Garza moved to convene into Executive Session, under Texas Government Code Sec. 551.071, Consultation with Attorney, regarding legal matters related to contract term negotiations. Motion was seconded by Director Chapa and approved unanimously.

The Mission Redevelopment Authority Board of Directors will convene in open session to take any actions necessary.

At 7:00 PM, Chairman Penoli announced that the Mission Redevelopment Authority Board of Directors was convene in open session.

Upon a motion duly made by Chairman Penoli, and seconded by Director Chapa, the Board unanimously approved to terminate the Authority’s engagement with Morin Bookkeeping Services as soon as the transition to the City of Mission bookkeeping services can be reasonably made, with a termination of payment effective June 30, 2023.

**Adjournment**

As there was no further business for the board to consider, upon a motion made by Director Chapa and being seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 7:01 PM.

**Follow up items:**

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

**Inspiration Rd./Military Parkway Loop Ph. I:** Mr. Tijerina will share maps displayed at the public hearings for Phase I at the MRA meeting in June. Mr. Terrazas will provide a copy of an Advanced Funding Agreement between the City of Mission and TxDOT for this project.

**Mayberry Extension:** Approved amount: \$96,486.00. The Development Agreement (May 2022) was not signed by the developer. Board direction is pending.

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

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

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: June 27, 2023

Date: June 27, 2023

**CITIZEN'S ADVISORY COMMITTEE**  
**May 25, 2023**  
**Special Meeting**

**Members Present**

Lorenzo Garza  
Roxanne Mendez  
Alma Garcia  
Zoreida Lopez  
Victor Anzaldua  
Cynthia Pacheco

**Members Absent**

Alex Guerra

**Staff Present**

Jo Anne Longoria  
Esther Rivera

**Call Public Hearing to Order**

Chairman Lorenzo Garza called the Special Meeting to order at 12:15 p.m. Ms. Jo Anne Longoria conducted roll call. She stated six members were present, therefore there was quorum.

**Citizens Participation**

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

**Discussion and Recommendation to Approve Minutes for Regular Meeting held on May 9, 2023**

Ms. Longoria presented the minutes for Regular Meeting held on May 9, 2023. There being no questions or comments, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Cynthia Pacheco motioned to approve the minutes as presented. Ms. Alma Garcia seconded the motion. Motion carried. (6-0)

**Discussion and Recommendation on the Tentative Schedule Five Year Consolidated Plan & Strategy 2023-27/Annual Action Plan 2023-24**

Ms. Longoria presented the Tentative Schedule Five Year Consolidated Plan & Strategy 2023-27/Annual Action Plan 2023-24. After a brief discussion, Chairman Garza asked for a motion to approve the Tentative Schedule Five Year Consolidated Plan & Strategy 2023-27/Annual Action Plan 2023-24 as presented. Ms. Roxanne Mendez motioned to approve the item as presented. Mr. Victor Anzaldua seconded the motion. Motion carried. (6-0)

**Discussion and Reconsideration on Proposed Funding Allocations for Five-Year Consolidated Plan & Strategy 2023-27 Annual Action Plan 2023-24**

Ms. Longoria presented the Proposed Funding Allocations for Five-Year Consolidated Plan & Strategy 2023-2027 Annual Action Plan FY 2023-24 for reconsideration. She informed that City manager and staff recommended for the following agencies: Silver Ribbon \$3,000; Amigos del Valle \$17,000; Togive International \$0; Comfort House \$3,000; C.A.M.P University \$3,000; CASA of Hidalgo \$0; Area Agency on Aging \$3,000; Eater Seals \$0; Hope Family Health Center \$3,000; Affordable Homes of South Texas \$100,000; Children's Advocacy Center of Hidalgo \$12,000. The members discussed the funding recommendations and commented on the agency/departments requests. After a brief discussion, Chairman Garza asked for a motion to

approve the Funding Allocations for DRAFT Five-Year Consolidated Plan & Strategy 2023-2027 Proposed Annual Action Plan FY 2023-24 allocations for the following agencies: Silver Ribbon \$1,000; Amigos del Valle \$30,000; Togive International \$0; Comfort House \$3,000; C.A.M.P University \$3,000; CASA of Hidalgo \$0; Area Agency on Aging \$2,000; Eater Seals \$0; Hope Family Health Center \$3,000; Affordable Homes of South Texas \$80,000; Children’s Advocacy Center of Hidalgo \$15,000. Ms. Pacheco motioned to approve the Proposed Funding Allocations for DRAFT Five-Year Consolidated Plan & Strategy 2023-2027 Proposed Annual Action Plan FY 2023-24 as presented. Mr. Anzaldua seconded the motion. Motion carried. (6-0)

**Discussion and Recommendation on Status of Housing Assistance Program Applicant Waiting List**

Ms. Esther Rivera presented the Status of Housing Assistance Program Applicant Waiting List. She provided a list of the applicants on the waiting list and state there was one applicant at 604 N Nicholson Ave. that was pending title clearance. After a brief discussion, Chairman Garza asked for a motion to approve the Status of Housing Assistance Program Waiting List as presented. Ms. Mendez motioned to approve the Status of Housing Assistance Program Waiting List as presented. Vicechairman Zoreida Lopez seconded the motion. Motion carried. (6-0)

**Discussion and Recommendation to Approve Applicants for Housing Assistance Program HAP Phase 22-II**

Ms. Esther Rivera presented a memo requesting to approve applicants for Housing Assistance Program HAP Phase 22-II. She stated that three applicants have cleared titles and is requesting approval to present to city council for solicit of bids for the following locations at: 202 E El Ranchito Road; 917 Rankin Street; 4027 E. Beatty Street. After a brief discussion, Chairman Garza asked for a motion to approve Applicants for Housing Assistance Program HAP Phase 22-II as presented. Ms. Pacheco motioned to approve item as presented. Ms. Garcia seconded the motion. Motion carried. (6-0)

**Other Business**

**A. Chairman’s Comments**

Chairman Garza no comments.

**B. Committee Member’s Comments**

Ms. Mendez informed that the neighborhood residents expressed their gratitude for the Sanitation Departments’ immediate response for trash and brush pick-up after the thunderstorm. Ms. Garcia wished everyone Happy Holiday (Memorial Day). No other comments were made from the members present.

**Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Ms. Pacheco motioned to adjourn meeting. Mr. Anzaldua seconded. Motion carried (6-0). The meeting was adjourned at 12:46 P.M.

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Lorenzo Garza, Chairman