



Information Technology

Departmental Report May 2025

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.

Equip new and existing units with new Technology

Equip units with in new in car video system, and tablet. Pending arrival of 10 new units

Multifactor Authentication

Configure Multi Factor Authentication to strengthen security posture. In progress

Work Orders

IT goal is to close tickets within 12 business hours. Priority work orders are worked on first. About 405 Work orders closed May 2025.

Windows 10 End of life

Windows 10 is reaching its end-of-life October 14, 2025. All city computers need to be upgraded to windows 11. 98 percent complete.

Technology Equipment and Application Inventory

Confirm all technology inventory city wide. In progress

Data Integrity

Review accounts on all systems. In progress.

Cyber Security Incident Response

Detection & analysis- Complete

Containment-Complete

Eradication & recovery-In progress

Post-incident activity- In Progress

Immutable Backups at PD and City Hall

Purchase and install immutable backups for PD and City Hall. In progress

24/7 Security Operation Center

Cybersecurity services that specialize in providing managed security operations services. In progress.



RIO GRANDE VALLEY STATE VETERANS CEMETERY

MONTHLY REPORT



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

Office: (956) 583-7227 • Fax: (956) 583-7887



Interments May

May - 2025	Double Depth	Standard	Columbarium In-Ground	Scatter Garden	Memorial Garden	Total
Veterans	7	7	4	4		22
Spouses	3	4	1	2		10
Family Members		1				1
Total	10	12	5	6	0	33
Percentage of Total	30.30%	36.36%	15.15%	18.18%	0.00%	100.00%

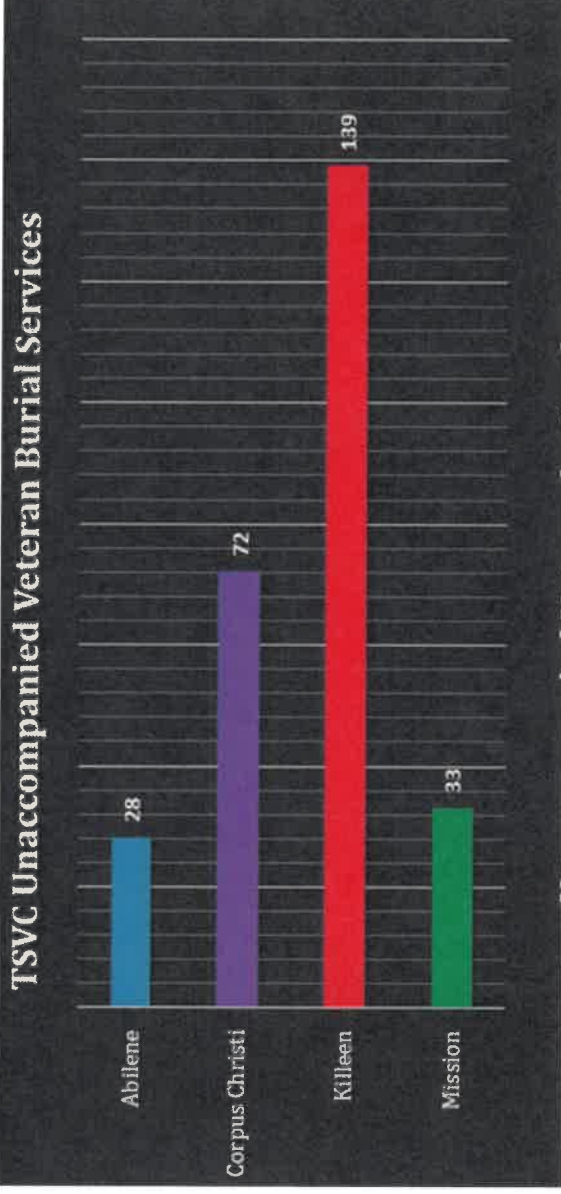
Rio Grande Valley State Veterans Cemetery - Plot Availability and Utilization Report						
	Total Plots	Plots Utilized	Plots Available	% Utilized	% Available	
Estimate of Total Plots Planned for RGV SVC	25,090	4,236	20,854	16.88%	83.12%	
RGV SVC - Total Plots in Developed Areas	9,255	4,236	5,019	45.77%	54.23%	
RGV SVC - Availability of Casketed Burial Option in Developed Areas	Total Plots 4,430	Plots Utilized 2,434	Plots Available 1,996	% Utilized 54.94%	% Available 45.06%	
RGV SVC - Availability of Cremation Burial Option in Developed Areas	Total Plots 3,825	Plots Utilized 1,762	Plots Available 2,063	% Utilized 46.07%	% Available 53.93%	
RGV SVC - Availability of Memorial Plot Option in Developed Areas	Total Plots 1,000	Plots Utilized 40	Plots Available 960	% Utilized 4.00%	% Available 96.00%	



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

Office: (956) 583-7227 • Fax: (956)-583-7887



Current interments as of June 2025 -5078



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

Office: (956) 583-7227 • Fax: (956)-583-7887



Events and Ceremonies Information:
Veterans Day Event November 11, 2025
Time-TBA

Upcoming Events:

Wreath Laying Ceremony December 13, 2025 @ 9am



RGV State Veterans Cemetery

2520 South Inspiration Road • Mission, Texas 78572

Office: (956) 583-7227 • Fax: (956) 583-7887



Completed Projects:

Irrigation Audit for September 2024 completed
2020 File Migration Completed- pending VLB direction
2021 File Migration Completed- pending VLB direction
CSR in training for 180 days-Training Plan
Water Conservation Action Plan –On-going 4/2024
Electronic Reporting on IPADs- for all staff (7)

Ongoing Projects Pending- VLB OAR- Funded:

Power washing areas with mold with the cemetery
Maintenance Tech II in training for 180 days-Training Plan
Maintenance Tech in training for 180 days-Training Plan
Working on Section MS1-Realignment & Resetting
Winterization Plan Pending approval City of Mission
Removal of 30% non-usable equipment 11/24/2023
Prepping for NCA inspection 12/2025
VLB Approved Road work inside the cemetery 4/28/2025
Budget review and approval for FY 2025-2026

Ongoing Projects Pending:

Monthly Irrigation Audit-replace broken lines/equipment
100% Pre-registration eligibility review-on going project
Headstone setting vehicle – revamp 4/2024 in use
Staff cross-training -2025
Clearing/Mowing of 43.17 acres on the NW side-48% done
Digital reporting option (for staff)- currently testing samples
2022 File Migration pending completion 1/2025
Water Conservation Action Plan –On-going 1/2025
Irrigation Audit for September 2025 on-going
Maintenance Plan for 2025 on-going
Electronic Reporting on IPADs- PM Reporting for equipment
Current interments 5078 as June 2025

VLB Funded (In-Progress)

Re-alignment on 44 Flat Marker/ Headstone
100% Eligibility Review-Headstone Completed

VLB Funded (Pending)

Addition of New Space Force Military Branch of Service Seal and Flag in Assembly Area
Casket Transport Vehicle Hearse (Flat)
Automatic Gate
Water Station – on Cemetery Grounds

VLB Funded (Approved)

Bobcat Tool Cat UW56 -2
New Privacy Fence Slats Completed
Electrical Services for Garrison Flag and offices 8/24-Completed
2024-2025 Budget Approved
Administration Building Roofing Replacement Insurance approved

VLB Funded (Received)

VLB Approved Road work inside the cemetery 4/28/2025

VA Grant Applications Pending:

Administration Building Roofing Replacement
Installation of Automatic and Remotely Controlled Entry Gate
Public Water Fountains Installed Throughout Grounds
Remotely Controlled Public Digital Display Board for Schedules and Events

MEMORANDUM

TO: MAYOR AND CITY COUNCIL
THROUGH: MIKE PEREZ, CITY MANAGER
FROM: JESSE LERMA, CIVIL SERVICE DIRECTOR
SUBJECT: CIVIL SERVICE REPORT, MAY 2025
DATE: JUNE 3, 2025



1. Mission Fire Department LT's promotional examination was held on May 1, 2025. Three (3) participants-All failed-Re-test set for June 5, 2025.
2. Mission Fire Department entry level examination was held on May 29, 2025. We had 42 participants with 33 passing. Those that passed will move on to the physical agility exam on June 7, 2025.
3. Mission Fire Department is working on filling four (4) positions. We should be close to fully staffed by the end of July 2025.
4. Mission Police Department is working on filling eleven (11) positions. We should be close to fully staffed by the end of July 2025.
5. Pending Hearings:
 1. PO Sergio Martinez-15 Day Suspension Without Pay-Hearing Canceled-Settled to an Agreed Suspension of two (2) days
 2. PO Ruben Gaytan-Suspended for 15 days without pay-hearing set for August 7-8, 2025

THANKS



MEMO

Office of the Director of Environmental Health

117 E. Tom Landry Drive Mission, TX 78574 Office (956)580-8692

To: Mayor and City Council
Through: Mike Perez, City Manager
From: Steven M. Kotsatos, Director of Health
Subject: May 2025 - 311 Monthly Report
Date: June 2, 2025

Dear Mayor and Council,

Please find attached the May 2025 - 311 Monthly Report for all Departments in the City of Mission, Texas.

- We have a total of 940 unique 311 cases that have been entered and addressed in the 311 GoGov software for the month of May 2025.
- We continue to On - Board City Departments to fully take advantage of this robust platform of customer service.

Thank you for your time and consideration.

Kindest Regards,

Steven Kotsatos



**BOYS & GIRLS CLUB
OF MISSION**

**Directors Report
May 2025**

• **Programs**

- BGCM Spring After school program Began and continues through May
- After School Program Members

Unit	April 25	May 25
Main	95	102
Leal	35	38
CWV	28	32

- BGCM continues afterschool program at 3 sites.
- BGCM afterschool transportation program with MCSID has grown to 11.

• **Athletics**

- BGCM concluded baseball leagues.
 - Soccer season began and will continue through June 9
- Soccer Registrants

2024	2025
630	520

- BGCM will meet with local ISD athletic directors to discuss elementary and jr high league expansions.
- BGCM Athletics will begin online registration for flag football and volleyball in July

• **General**

- BGCMission continued researching grant opportunities
- BGCMission hosted annual golf tournament on May 17 with 45 teams and over 130 golfers
- BGCMission has begun program viability studies which will enable our staff to provide the highest quality service for all members.
- BGCMission will kick off FutureReady: Teen Program in August. Members 13-17 will be allowed to participate in our program free of charge. Program will focus on mental health, career readiness, and stem among other aspects related to teen life.



Grants Activity Report- May 2025

Grant Name	Funding Agency	Department	Application Amount	Matching Amount	Due Date	Status
Animal Welfare Organization Energy Efficiency & Conservation Grant (EECBG)	Petco Love	Health	\$ 50,000	None		Submitted-Tracking
FY26 Project Safe Neighborhood	DOE	Executive	\$ 140,450	None		Submitted-Tracking
FY25 SHSP LETPA	OOG	Police	\$ 250,000	None		Submitted-Tracking
FY25 SHSP Regular	OOG	Police	\$ 50,000	None		Submitted-Tracking
FY25 SHSP Regular	OOG	Fire	\$ 200,527	None		Submitted-Tracking
FY25 SHSP LETPA	OOG	Police	\$ 100,000	None		Submitted-Tracking
FY26 Criminal Justice Program	OOG	Fire	\$ 158,900	None		Submitted-Tracking
FY Fire Responder Mental Health	OOG	Police	\$ 54,000	None		Submitted-Tracking
FY26 General Victim Assistance Program	OOG	Fire	\$ 70,000	20%(In-Kind)		Submitted-Tracking
FY26 State Crisis Intervention	OOG	Police	\$ 40,000	20%(In-Kind)		Submitted-Tracking
FY26 Bullet Resistant Shields Program	OOG	Police	\$ 74,500	None		Submitted-Tracking
FY26 Body Worn Camera	OOG	Police	\$ 129,595	None		Submitted-Tracking
FY26 Rifle-Resistant Body Armor	OOG	Police	\$ 37,500	25%		Submitted-Tracking
Community Wildfire Defense Grant	USDA	Police	\$ 278,747.10	None		Submitted-Tracking
FY26 Border Zone Fire Department	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY26 Operation Lone Star Grant	OOG	Fire	\$ 250,000	None		Submitted-Tracking
FY26 Operation Lone Star Grant	OOG	Police	\$ 1,839,262.35	None		Submitted-Tracking
OVAG-Victim Services	OAG	Fire	\$ 1,741,496.50	None		Submitted-Tracking
Community Providers Grant Program	Superior HealthPlan	Police	\$ 49,500	None		Submitted-Tracking
Resilient Communities Program	TX GLO	Utility	\$ 10,000	None		Submitted-Tracking
Staffing Fore Adequate Fire and Emergency Response (SAFER)	FEMA	Planning	\$ 250,000	None		Submitted-Tracking
Fire Prevention and Safety (FP&S) Grant	FEMA	Fire	TBD	25%/65%	7/3/25	In-Progress
	FEMA	Fire	TBD	5%	7/3/25	In-Progress



CITY OF
MISSION

Grants Activity Report- May 2025

Grant Name	Funding Agency	Department	Application Amount	Award Amount	Matching Amount	Status
FY22 Building Resilient Infrastructure and Communities (Bric)	TDEM	Executive	\$ 415,000	\$ 404,710	25%	Awarded
Recreational Trails Grant	TPWD	Parks	\$ 250,000	\$ 250,000	20%	Awarded
FY25 Rifle Resistant Body Armor	OOG	Police	\$ 189,505	\$ 47,325	None	Awarded/Active
FY24 Operation Stonegarden	OOG	Police	\$ 300,000	\$ 300,000	None	Award/Active
FY25 Project Safe Neighborhood	OOG	Police	\$ 49,680	\$ 49,680	None	Awarded/Active
FY24 Edward Byrne Memorial Justice Assistance Grant (JAG)	BJA	Police	\$ 12,134	\$ 12,134	None	Awarded/Active
FY25 Border Zone Fire Dept.	OOG	Fire	\$ 250,000	\$ 250,000	None	Awarded/Active
FY25 Local Border Security Program	OOG	Police	\$ 180,000	\$ 180,000	None	Awarded/Active
FY25 Operation Lone Star	OOG	Police/Fire	\$ 5,000,000	\$ 250,000	None	Awarded/Active
FY25 Comprehensive Grant	TXDOT	Police	\$ 37,000	\$ 37,000	20%	Awarded/Active
DWI Phlebotomy Program Grant	TXDOT	Police	\$ 187,557.88	\$ 187,557.88	20%	Awarded/Active
FY25 STEP CMV Grant	TXDOT	Police	\$ 29,975	\$ 29,975.00	20%	Awarded/Active
OVAG-Victim Services (Year Two)	OAG	Police	\$ 49,500	\$ 49,500	None	Awarded/Active
FY22 FEMA Flood Mitigation Assistance (FMA)	TWDB	Executive	\$ 288,000	\$ 288,000	10%	Awarded/Active
FY23 COPS Hiring Program	DOJ COPS	Police	\$ 1,771,398.16	\$ 1,000,000	25%	Awarded/Active
FY24 General Victim Assistance Grant Program	OOG	Police	\$ 50,000	\$ 50,000	None	Awarded/Active
FY23 Transportation Alternatives	RGVMPPO	Executive	\$ 200,000	\$ 200,000	25%	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
FY22 Justice and Mental Health Program	BJA	Police	\$ 388,001.38	\$ 229,962.91	(Year 1) 20%	Awarded/Active
Better Cities for Pets	Mars Petcare Program	Health	\$ 20,000	\$ 20,000	None	Awarded/Active
FY24-25 Regional Solid Waste Grant Program	LRGVDC	Sanitation	\$ 30,000	\$ 30,000	10%	Closed
Grand Total: \$				\$ 6,362,243.54		



CODE ENFORCEMENT

MONTHLY REPORT

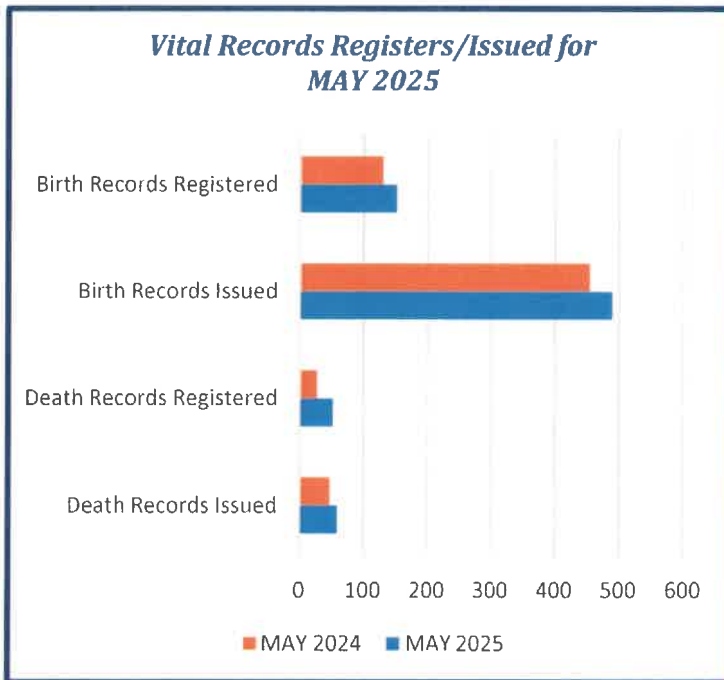
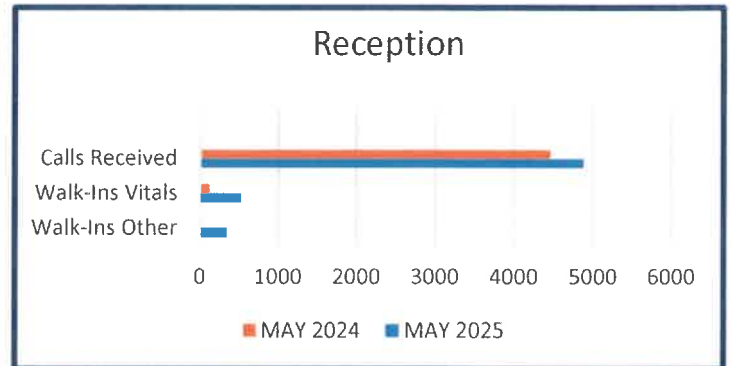
MAY 2025

WEEDY LOT LETTERS	130
PROPERTIRES SENT TO MOWER'S LIST	58
PROPERTIES MOWED	48
SIGNS PICKED UP/RIGHT OF WAYS, BANDIT, TELEPHONE & GARAGE	123
ACCUMULATION OF ITEMS	2
COMMERCIAL PARKING LOT MAINT.	1
CONSTRUCTION W/O PERMITS /SETBACKS	13
DEMOLITION OF UNSAFE BUILDINGS	0
DOUBLE OCCUPANCY/HOOKED RV	0
HEALTH & SANITATION	13
HOME OCCUPATION	9
ILLEGAL DUMPING	7
IPMC VIOLATIONS	1
JUNKED VEHICLES/ BOATS	2
NO BUSINESS LICENSE/CUP REQ'D/ NO GARAGE SALE PERMITS	3
NON-RESIDENTIAL PARKING/SEMI TRUCKS	0
P & Z ZONING VIOLATONS/SUBDIVISION	1
PARKING ON LAWN	2
SIGHT OBSTRUCTION/SIDEWALKS/RIGHT OF WAY/DRIVEWAYS	3
STORAGE OF VEHICLES/BOATS/TRAILERS	0
UNSAFE / UNSECURED BUILDING	2
WEEDY LOTS	75
DEAD TREES	0
CASES FILED IN COURT/ PENDING WITH ATTORNEY	26
CASES SEEN IN COURT	71
CASES CLOSED	71

CITY SECRETARY MONTHLY REPORT – MAY 2025



<i>Reception</i>			
Calls Received	4,888	MAY 2025	
Walk-Ins-Vitals	522	Calls Received	4,458
Walk-Ins Other Departments	336	Walk-Ins	123



<i>Vital Statistics</i>				
	MAY 2025	YTD 2025	MAY 2024	YTD 2024
Birth Records Registered	152	1172	130	1532
Birth Records Issued	490	4031	454	3747
Death Records Registered	52	341	27	335
Death Records Issued	59	495	47	543
Funds Received	\$11,877	\$100,354	\$11,089	\$91,626

<i>Cemetery</i>					
2024-2025	Laurel Hill	San Jose	Catholic	Baby Space	YTD 24/25
Burials	3	0	1	0	40
Sold Spaces	0	0	0	0	0
2023-2024	Laurel Hill	San Jose	Catholic	Baby Space	YTD 23/24
Burials	3	0	4	0	43
Sold Spaces	0	0	0	0	1

Government Affairs -Departmental Report for Mid April- May

- Spoke with State Rep Longoria about holding off on the city's request for funding for the new Boys and Girls Club so that we are eligible to receive funding through other state and federal programs first.
- April 19th, wrote a speech for the Mayor and MC'd the Autism Awareness event that first Saturday during my first week.
- April 21st-23rd I discussed grant opportunities with Michael Elizalde, requested info from Abram on Cyber Security costs for managing recent cyber attack and discussed potential funding opportunities with exec through IJA funding
- April 24th Drafted talking points for Mayor for meeting Senator Cornyn, who was in town for a round table discussion at the 5X5 brewery over Tax Cuts & Jobs Act. Discussed setting up a future lunch meeting with Senator Cornyn's District Director Annie regarding a letter of support for funding future grants.
- April 29th, wrote speech for the Mayor and wrote a prayer for City Council for the Top 5 graduating students from Mission and Sharyland School District's dinner event.
- May 1st – Attended grand opening of new Hidalgo County Courthouse with Mayor
- May 2nd, I confirmed with Texas Parks and Wildlife that there will be no Urban Indoor Grants available for funding FY 2026, (which we were hoping could be used for a new Boys and Girls Club), however they are hoping to offer it every other year, depending on available funding.
- May 5, Wrote talking points for Mayor for the Annual Evening of Prayer.
- May 9th, Wrote speech for Mayor and Mr. Plata for Police Memorial Event
- May 12th, Drafted letter to local State Reps Longoria, Guerra and Munoz regarding the city's concerns on Senate Bill 1844 on disannexation.
- May 14th -May 15th travelled to Austin to attend hearing and Mayor's testimony on SB 447 regarding moving our May elections to November.
- Met with Josh Riojas, Regional Director for Senator Ted Cruz to discuss support for future funding the city will be applying for like IJA funding. Josh extended an opportunity to meet with the Senator in Washington DC if we can visit during June for RGV days at the Capitol. Mayor is unable to attend RGV week and I am currently requesting both Senator Cruz and Congresswoman de la Cruz for date in late July or early August to meet with them in DC.

- Met with the Governor's Advisor for Public Safety regarding pending grants for Operation Lone Star, we appear to still be in good shape for receiving funding.
- Wrote and sent a letter to State Rep Sergio Munoz regarding the Mayor's support for House Bill 3986 requesting to rename a portion of Business Highway 83 in the City of Mission, Texas in memory of Corporal Jose Luis "Speedy" Espericueta, Jr., who lost his life in 2019 while in the line of duty.
- Wrote a press release regarding SB 447, which allows the City of Mission to move its municipal elections from May to November after it passed the House and the Senate, and thanked Senator Juan Hinojosa and local State Reps for their support.
- Wrote a letter to Governor Abbott on behalf of the Mayor requesting him to approve and sign SB 447.