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## **MINUTES**

### **PRESENT:**

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

### **ABSENT:**

### **ALSO PRESENT:**

Leopoldo Garza  
Brenda Enriquez  
Deandee Balli  
Esther Salinas

### **STAFF PRESENT:**

Anais Chapa, Assistant City Secretary  
Juan Pablo Terrazas, Asst. City Manager  
Andy Garcia, Asst. City Manager  
Susie de Luna, Interim Planning Director  
Steven Kotsatos, Health Director  
Vidal Roman, Finance Director  
Alex Hernandez, Assistant Planning Director  
Noemi Munguia, HR Director  
Abram Ramirez, IT Director  
Yenni Espinoza, Library Director  
Roel Mendiola, Sanitation Director  
Michael Elizalde, Dir. of Grants & Strategic Dev.  
Joel Chapa, Police Officer  
Kenia Gomez, Media Relations Director  
Humberto Garcia, Media Relations  
JC Avila, Fleet Director

## **REGULAR MEETING**

### **CALL TO ORDER AND ESTABLISH QUORUM**

With a quorum being present, Mayor Norie Gonzalez Garza called the meeting to order at 3:04 p.m.

### **INVOCATION AND PLEDGE ALLEGIANCE**

Councilman Alberto Vela led the invocation and Pledge of Allegiance.

### **DISCLOSURE OF CONFLICT OF INTEREST**

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

### **PRESENTATIONS**

#### **1. Presentation of 20, 25, 30 & 35 Year Service Award Recipients – Munguia**

Noemi Munguia, Human Resources Director, stated that this year there were a total of 81 service awards presented of which 18 had 20 years of service, 4 had 25 years of service, 2 had 30 years of service, and 1 had 35 years of service. Ms. Munguia continued to present the

recipients for 20, 25, 30 and 35 years of service. Each recipient was given a plaque as recognition for their dedicated years of service with the City of Mission.

Councilwoman Jessica Ortega joined the meeting at 3:10 p.m.

Mayor Pro Tem Plata joined the meeting at 3:14 p.m.

## **2. Presentation by Veteran's Land Board – Hernandez**

Mary Hernandez, Veterans Cemetery Director, introduced Dr. John Kelley, Director of the Texas State Veterans Cemetery Land Board. Dr. Kelley offered his greetings from Austin, and mentioned that every year a customer satisfaction survey was sent out to all next of kin. The very first question on each survey was, "Overall, are you satisfied with the service you received. In 2021, the RGV State Cemetery received a 97.1%, in 2022 they received a 98.12%, in 2023 they received 99.03% and in 2024 they received an outstanding 99.11%. He thanked the council and city manager for having such wonderful staff members.

## **3. Texas Monthly Recognition of Ana Liz Pulido "Top 50 Best Tacos in Texas" - Teclo Garcia**

Belen Guerrero, MEDC COO, proudly presented Ana Liz Pulido and congratulated her for her recent spot on Texas Monthly's Top 50 Best Tacos in Texas. Texas monthly made their way throughout the state in search of the best tacos in Texas. Ms. Pulido, winner of the James Beard Foundation Award for Best Chef in 2024, earned the top spot on the list of Best Tacos with her authentic cooking.

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

Jennifer Vasquez, Rio Grande Valley Humane Society Interim Executive Director, gave an update on the overall operations of the shelter for the months of October and November. The save rate for the month of October was at 90% a total of 121 animals were rescued, 79 animals were adopted, 3 were reclaimed, 19 returned to field, 12 died in care and 0 were euthanized. 119 pets were served at the low-cost clinic and there were a total of seven adoption events. The save rate for the month of November was at 84.5% a total of 108 animals were rescued, 111 animals were adopted, 2 were reclaimed, 9 returned to field, 7 died in care and 1 were euthanized. 161 pets were served at the low-cost clinic and there were a total of nine adoption events.

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

Brenda Enriquez, Greater Mission Chamber of Commerce President, spoke about upcoming events such as: Holiday Mixer at Waterford Gardens on December 19<sup>th</sup>. Ms. Enriquez announced that the Annual Member Satisfaction Survey was sent out and they were still pending feedback. They would also be ending out an Advocacy & Governmental Affairs Survey as well.

## **6. Departmental Reports – Perez**

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

## **7. Citizen's Participation – Garza**

None

## **PUBLIC HEARING**

## **PLANNING & ZONING RECOMMENDATIONS**

**8. Rezoning: A 2.44 acre tract of land out of the 7.8 acres out of the Fernandez Strip out of Porcion 52, from (R-2) Duplex-Fourplex to (C-3) General Business, Sandra Tamez, and Adoption of Ordinance#\_\_\_\_\_ - De Luna**

On November 20, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 1,660' South of Mile One South Road along the west side of S. Inspiration Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended denial.

Staff and City Manager recommended denial.

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

Daniela, spoke on behalf of Ms. Tamez, was in favor of the request.

Mayor Garza was concerned with the shape of the rezoning and wanted to review all options prior to making a decision.

No Action was taken on this item.

**9. Rezoning: A 0.99 of an acre tract of land being the South 254' of the West 170' of Lot 26-9, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Sanjuana V. Garcia Serna, and Adoption of Ordinance#5578 - De Luna**

On December 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the rezoning request. The subject site was located approximately 1,280' North of E. Griffin Parkway on the East side of N. Mayberry Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Zoraida Garcia, applicant's sister, stated that they were subdividing the property for the family.

Mayor Pro Tem Plata moved to approve the Rezoning: A 0.99 of an acre tract of land being the South 254' of the West 170' of Lot 26-9, West Addition to Sharyland, from (AO-I) Agricultural Open Interim to (R-1) Single Family Residential, Sanjuana V. Garcia Serna, and Adoption of Ordinance#5578. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5578**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A REZONING A 0.99 OF AN ACRE TRACT OF LAND BEING THE SOUTH 254'  
OF THE WEST 170' OF LOT 26-9, WEST ADDITION TO SHARYLAND, (AO-I)  
AGRICULTURAL OPEN INTERIM TO (R-1) SINGLE FAMILY RESIDENTIAL

**10. Conditional Use Permit: Guest House on Residential Property, 2001 Oleander Drive, Lot 20, Lots 18, 19, & 20, Oleander Estates Unit A, R-1, Herminio Sanchez, Adoption of Ordinance #5579 - De Luna**

On November 20, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 1,314' east of Moorefield Road along the southside of Oleander Drive. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Ms. Sanchez spoke in favor of this request.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Guest House on Residential Property, 2001 Oleander Drive, Lot 20, Lots 18, 19, & 20, Oleander Estates Unit A, R-1, Herminio Sanchez, Adoption of Ordinance #5579. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5579**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A GUEST HOUSE ON RESIDENTIAL  
PROPERTY, 2001 OLEANDER DRIVE, LOT 20, LOTS 18, 19, 20, OLEANDER ESTATES UNIT  
A

**11. Conditional Use Permit: Institutional Use (New Mausoleum) in an AO-I Zone, 3611 N. Taylor Road, All of Valley Memorial Gardens West Garden of Glory Phase 3 Subdivision, AO-I, Valley Memorial Gardens, Adoption of Ordinance #5580 - De Luna**

On November 20, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located ½ mile north of Mile 2 Road along the west side of Taylor Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

No Comments.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Institutional Use (New Mausoleum) in an AO-I Zone, 3611 N. Taylor Road, All of Valley Memorial Gardens West Garden of Glory Phase 3 Subdivision, AO-I, Valley Memorial Gardens, Adoption of Ordinance #5580. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**ORDINANCE NO. 5580**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR INSTITUTIONAL USE (NEW MAUSOLEUM)  
IN AN AO-I ZONE, 3611 N. TAYLOR ROAD, ALL OF VALLEY MEMORIAL GARDENS WEST  
GARDEN OF GLORY PHASE 3 SUBDIVISION

**12. Conditional Use Permit: To Keep a RV “Temporarily” To care for Health Stricken Parent, 4034 Lopez Street, Lots 37-40, Block 9, Madero Tex Townsite, AO-I, Ofelia Cisneros, Adoption of Ordinance #5581 - De Luna**

On December 4, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located approximately 100’ north of Bogamilla Street along the West side of Lopez Street. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

Ofelia Cisneros, applicant, stated she wanted to add to her mother’s home and was in favor of this request.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: To Keep a RV “Temporarily” To care for Health Stricken Parent, 4034 Lopez Street, Lots 37-40, Block 9, Madero Tex Townsite, AO-I, Ofelia Cisneros, Adoption of Ordinance #5581. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5581**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT TO KEEP A RV “TEMPORARILY” TO CARE FOR  
HEALTH STRICKEN PARENT , 4034 LOPEZ STREET, LOTS 37-40, BLOCK 9, MADERO TEX  
TOWNSITE

**13. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – 100% Antojitos Mexicanos, 2306 E. Interstate Hwy 2, Ste. 1 & 2, Lot 1, Cimarron Crossing Ph. I Subdivision, C-3, 100% Antojitos Mexicanos, Inc. Adoption of Ordinance #5582 - De Luna**

On December 4, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located near the SE corner of J.R. Drive and Expressway 83 along the Frontage Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

No Comments.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages – 100% Antojitos Mexicanos, 2306 E. Interstate Hwy 2, Ste. 1 & 2, Lot 1, Cimarron Crossing Ph. I Subdivision, C-3, 100% Antojitos Mexicanos, Inc. Adoption of Ordinance #5582 for life of use. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**ORDINANCE NO. 5582**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION OF  
ALCOHOLIC BEVERAGES – 100% ANTOJITOS MEXICANOS, 2306 E. INTERSTATE HWY 2,  
STE. 1&2, LOT 1, CIMARRON CROSSING PH. I SUBDIVISION

**14. Preliminary & Final Re-Plat Approval: Re-Plat of Mar Subdivision, Lot 28, Lot 43, and Common Lots B, C, and D, a 0.92 acre tract of land composed of a 0.263 of an acre tract of land, more or less, being all of Common Area “B” and Lot 28, all of a common area “C” and Lot 43, and all of Common Area “D” out of the Mar Subdivision, R-1T, Developer: LAC Enterprises, Engineer: Benavides Engineering, LLC, - De Luna**

On December 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Re-Plat Approval for Mar Subdivision. The subject site was located on the West side of N. Shary Road intersecting El Dorado Street and N. Shary Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

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

No Comments.

Mayor Pro Tem Plata moved to approve Preliminary & Final Re-Plat Approval: Re-Plat of Mar Subdivision, Lot 28, Lot 43, and Common Lots B, C, and D, a 0.92 acre tract of land composed of a 0.263 of an acre tract of land, more or less, being all of Common Area “B” and Lot 28, all of a common area “C” and Lot 43, and all of Common Area “D” out of the Mar Subdivision, R-1T, Developer: LAC Enterprises, Engineer: Benavides Engineering, LLC. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

## **CONSENT AGENDA**

*All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately. The City Council May Take Various Actions; Including But Not Limited To Rescheduling An Item In Its Entirety For A Future Date Or Time. The City Council May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During The Meeting When Authorized By The Provisions Of The Open Meetings Act*

### **15. Approval of Minutes – Carrillo**

Regular Meeting – November 12, 2024

Special Meeting – November 21, 2024 and December 10, 2024

### **16. Acknowledge Receipt of Minutes – Perez**

Speer Memorial Library Board – September 17, 2024

Mission Civil Service Commission – November 5, 2024

Parks & Recreation Board – October 8, 2024

Traffic Safety Committee – June 18, 2024

Planning & Zoning Commission – September 4, September 18, October 2, October 16, November 6, 2024

Traffic Safety Committee – June 18, 2024

### **17. Approval of Ordinance # 5569 repealing Ordinance 4690 Animal Rescue and Adoption Advisory Board and Ordinance 3793 Juvenile Justice and Delinquency Prevention Advisory Board and any subsequent Ordinances related to the establishment, purpose or function of the Advisory Boards are hereby repealed in their entirety – Carrillo**

The Animal Rescue and Adoption Advisory Board and Juvenile Justice and Delinquency Prevention Advisory Board created by Ordinance were being repealed along with any subsequent ordinances related to the establishment purpose or function of the advisory boards are hereby repealed in their entirety. The boards had been inactive for the last several years.

### **ORDINANCE NO. 5569**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
REPEALING ORDINANCE 4690 ANIMAL RESCUE AND ADOPTION ADVISORY BOARD AND  
ORDINANCE 3793 JUVENILE JUSTICE AND DELINQUENCY PREVENTION ADVISORY  
BOARD AND ANY SUBSEQUENT ORDINANCES RELATED TO THE ESTABLISHMENT,  
PURPOSE OR FUNCTION OF THE ADVISORY BOARDS ARE HEREBY REPEALED IN THEIR



## ENTIRETY

**18. Approval of Ordinance # 5570 Amending Article III Emergency Medical Vehicles Division I Section 30-162 (B) Ambulance Board; Purpose: Membership: Responsibilities – Carrillo**

The board would consist of seven members and no alternates. Removing that the city Health Officer or designee shall be an appointed member to the board and removing the 911 emergency provider and the 911 backup-provider as ex officio member. Revising the term of appointment to a three-year term with the appointments effective January 1, 2025.

**ORDINANCE NO. 5570**

AN ORDINANCE OF THE CITY OF MISSION, TEXAS AMENDING ARTICLE III EMERGENCY MEDICAL VEHICLES DIVISION I SECTION 30-162 (B) AMBULANCE BOARD; PURPOSE: MEMBERSHIP: RESPONSIBILITIES.

**19. Approval of Ordinance # 5571 Amending, Article III Golf Course Advisory Board, Section 70-82 Composition of the City of Mission Code of Ordinances – Carrillo**

Section 70-82 Composition would be amended as followed: The municipal golf course advisory board shall be composed of seven members who are residents or are employed by an entity located within the city of Mission.

**ORDINANCE NO. 5571**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING, ARTICLE III GOLF COURSE ADVISORY BOARD, SECTION 70-82 COMPOSITION OF THE CITY OF MISSION CODE OF ORDINANCES

**20. Approval of Ordinance # 5572 Amending Chapter Two Administration, Article III Boards, Committees & Commissions, Division 5 Youth Advocacy Advisory Board, Section 2-151 Created; Composition and Section 2-152 Membership (B) of the City of Mission Code of Ordinances – Carrillo**

Ordinance would reduce the number of members from eleven to nine. Revising the term of office to a three year term to be effective with appointments effective January 1, 2025.

**ORDINANCE NO. 5572**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING CHAPTER TWO ADMINISTRATION, ARTICLE III BOARDS, COMMITTEES & COMMISSIONS, DIVISION 5 YOUTH ADVOCACY ADVISORY BOARD, SECTION 2-151 CREATED; COMPOSITION AND SECTION 2-152 MEMBERSHIP (B) OF THE CITY OF MISSION CODE OF ORDINANCES

**21. Approval of Ordinance # 5573 Amending Appendix A – Zoning; Article IV providing for the Zoning Board of Adjustment and Appeals, quorum, procedures for appeals and powers of the board of the City of Mission Code of Ordinances – Carrillo**

Zoning Board of Adjustments and Appeals board would consist of five members and no alternates. Revising the term of office to a three year term to be effective with appointments effective January, 2025.

**ORDINANCE NO. 5573**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING APPENDIX A – ZONING; ARTICLE IV. - PROVIDING FOR THE BOARD OF ADJUSTMENT AND APPEALS, QUORUM, PROCEDURES FOR APPEALS AND POWERS OF THE BOARD OF THE CITY OF MISSION CODE OF ORDINANCES

**22. Approval of Ordinance # 5574 Amending, Article II Administration, Division 2 Traffic Safety Committee, Section 110-62 Membership of the City of Mission Code of Ordinances – Carrillo**

Section 70-82 Membership be amended as followed: The traffic safety committee shall be composed of seven members to be appointed by the mayor with the advice and consent of the city council.

**ORDINANCE NO. 5574**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING, ARTICLE II ADMINISTRATION, DIVISION 2 TRAFFIC SAFETY COMMITTEE, SECTION 110-62 MEMBERSHIP OF THE CITY OF MISSION CODE OF ORDINANCES

**23. Approval of Resolution # 1936 accepting and filing certificate of completion for Mayor Norie Gonzalez Garza, City Manager Mike R. Perez and Finance Director Vidal Roman for the TML Public Investment Fund Training held on December 5 and 6, 2024 – Roman**

Norie Gonzalez Garza, Mayor Mike R. Perez, City Manager and Vidal Roman, Finance Director participated and completed the TML Public Investments Fund Training held on December 5 and 6, 2024 in San Antonio, Texas in accordance with Chapter 2256 of the Government Code requiring municipalities to maintain compliance with the Public Investments Funds Act.

**RESOLUTION NO. 1936**

A RESOLUTION OF THE CITY OF MISSION CITY COUNCIL ACCEPTING AND FILING THE CERTIFICATE OF COMPLETION FOR CITY MANAGER MIKE R. PEREZ AND FINANCE DIRECTOR VIDAL ROMAN FOR THE TML PUBLIC INVESTMENTS FUND TRAINING CONDUCTED BY THE TEXAS MUNICIPAL LEAGUE

**24. Authorization to extend the lease for one (1) 2020 Chevrolet Tahoe 2WD 4dr Wgn LT from D&M Leasing Company (Buyboard #744-24) in the amount of \$13,357.79 – Avila**

The Mission Police Department WAS seeking authorization the extend the lease for one (1) 2020 Chevrolet Tahoe 2WD 4dr Wgn LT from D&M Leasing Company (Buyboard contract #744-24) to be used by its officers. The Chevrolet Tahoe would be leased for an extended 12-month term. Monthly debt service (including principal and interest) would be \$1,176.13. The total purchase capitalized cost for the lease extension amounts to \$13,357.79.

**25. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2026 STEP Comprehensive Enforcement Grant in the amount of \$45,000 with an in-kind 20% match from the City – Torres**

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the STEP Comprehensive Enforcement Grant for fiscal year 2026, in the amount of \$45,000.00. This grant would require an in-kind 20% match from the City of Mission. This funding will enhance our traffic enforcement measures and contribute to safer roadways for our community members.



**26. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2026 STEP Commercial Motor Vehicle (CMV) Grant in the amount of \$35,000 with an in-kind 20% match from the City – Torres**

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the STEP Commercial Motor Vehicle (CMV) Grant for fiscal year 2026, in the amount of \$35,000.00. This grant would require an in-kind 20% match from the City of Mission. This grant would assist the police department to focus on enforcement of commercial vehicle regulations, which is crucial for maintaining road safety and compliance.

**27. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini – Operation Slow Down Grant in the amount of \$4,000 with an in-kind 20% match from the City – Torres**

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini Grant – Operation Slow Down, in the amount of \$4,000.00. This grant would require an in-kind 20% match from the City of Mission. This grant would assist the police department during a two-week enforcement operation focused on reducing roadway deaths caused by speeding.

**28. Authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini Grant – Click It or Ticket in the amount of \$4,000 with an in-kind 20% match from the City – Torres**

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation for the FY 2025 Mini Grant – Click It or Ticket, in the amount of \$4,000.00. This grant would require an in-kind 20% match from the City of Mission. This grant would support a two-week enforcement effort aimed at increasing seatbelt usage and reducing fatalities among unrestrained occupants.

**29. Authorization to award bid to SOARD Solutions for the purchase of two drones and accessories in the amount of \$46,236 – Torres**

The City of Mission had received and opened (2) Bid responses for two drones and accessories for the City of Mission Police Department. Staff recommended awarding the bid to SOARD Solutions LLC, as they were the only bidder that met all specifications and conditions for the amount of \$46,236.00. BID #25-064-11-04

**30. Authorization to purchase (27) twenty-seven bulletproof vests for police officers, totaling \$32,122.50, using bulletproof vest grant funds with respective budget amendment – Torres**

The Mission Police Department was seeking authorization to purchase (27) twenty-seven bulletproof vests for police officers. This purchase would be made with bulletproof vest grant funds. The total purchase amount is \$32,122.50. This purchase would be made from GT Distributors (buyboard #698-23).

**31. Authorization to submit a grant application to the Texas Department of Transportation (TXDOT) for a General Grant Proposal for in house registered nurse phlebotomy program – Torres**

The Mission Police Department requested authorization to submit a grant application to the Texas Department of Transportation (TxDOT) for a general grant proposal. TXDOT's general grant proposal funds several projects, including our current phlebotomy program (Registered

Nurse Grant). As part of this grant proposal, we would like to request \$150,000 to continue funding the current phlebotomy program (Registered Nurse Grant). Also as part of this proposal, we would like to request \$25,000 to fund traffic safety supplies/gear/training for our Community Oriented Policing Services Bureau. There was a match requirement from the City of Mission. The City of Mission will request TxDOT's approval for an in-kind match (previously approved in another grant). By matching with in-kind, the City of Mission's cash match will be zero.

**32. Authorization to purchase computers and accessories from Dell at a cost of \$28,108.40 utilizing DIR-TSO-3763 contract – Ramirez**

Authorization to purchase computers and accessories to outfit new patrol vehicles from Dell at a cost of \$28,108.40 utilizing DIR-TSO-3763 contract.

**33. Authorization to approve second and final one-year renewal option for Bandwidth Internet Services, RFB 21-008-11-02, from Smartcom Telephone, LLC at a cost of \$695 per month -Ramirez**

Authorization to approve the second and final one-year renewal option for Bandwidth Internet Services from Smartcom Telephone, LLC Bid No. 21-008-11-02 at a cost of \$695 per month. The contract terms were for three (3) years with option to renew for additional two (2) consecutive, one (1) year periods at the end of the service period.

**34. Authorization to purchase security cameras from Telepro Communications at a cost of \$51,504.39 utilizing TIPS 230105 contract – Ramirez**

Authorization to purchase security cameras from Telepro Communications at a cost of \$51,504.39 utilizing TIPS 230105 contract.

-Replace/add end of life security cameras and cabling to Sanitation(6), Golf(16) and South Water Plant(12).

**35. Authorization for ratification of purchase of Microsoft Office G1 yearly subscription renewal 2024-2025 second year agreement from SHI at a cost of \$63,194.40 utilizing DIR-CPO-5237 contract- Ramirez**

Authorization for ratification of purchase of Microsoft Office G1 yearly subscription renewal 2024-2025 second year agreement from SHI at a cost of \$63,194.40 utilizing DIR-CPO-5237 contract. Agreement 01E73535

-Email (E-discovery, archiving, security)

-Communications (Chat and cloud collaboration)

-Document Cloud Storage

-Endpoint Security

**36. Approval of Resolution No.1937 authorizing the submission of a grant application for the Hazard Mitigation Grant Program to Texas Department of Emergency Management in the amount of \$600,000 with a 25% match requirement from the City – Elizalde**

Seeking resolution to authorize the submission of a grant application for the Hazard Mitigation Grant Program to Texas Department of Emergency Management. The request of \$600,000 would support the acquisition of a generator at the city's water plant. The program required a 25% match.

**RESOLUTION NO. 1937**

NOW THEREFORE, BE IT RESOLVED THAT THE CITY OF MISSION APPROVES SUBMISSION AND ACCEPTANCE OF THE GRANT APPLICATION AND AWARD FOR THE HAZARD MITIGATION GRANT PROGRAM; FEMA DR-4798 TO THE TEXAS DEPARTMENT OF EMERGENCY MANAGEMENT

**37. Approval of Resolution No. 1938 authorizing execution of an advance funding agreement with the Texas Department of Transportation and the City of Mission in the amount of \$200,000 for comprehensive trail development – Elizalde**

Seeking resolution authorizing the execution of an advance funding agreement with the Texas Department of Transportation and the City of Mission for the FY24 Transportation Alternative Set-Aside Program. The City of Mission was awarded a grant in the amount of \$200,000 for the program. The city sought to utilize the funding for the implementation of a city-wide assessment and development of a comprehensive study that will identify alternative transportation networks and modes throughout city limits.

**RESOLUTION NO. 1938**

RESOLUTION AUTHORIZING EXECUTION OF AN ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR 2023-2024 TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) PROGRAM

**38. Authorization to submit and accept grant award from the Walmart Foundation for the FY24 Local Community Grant Program in the amount of \$7,500 with respective budget amendment- Elizalde**

The city was requesting authorization to request and accept a grant award to the Walmart Foundation for the FY24 Local Community Grant Program. The grant funds would be used to support city events through acquiring supplies and equipment needed. The total grant award was \$7,500 and requires no match.

**39. Authorization to submit grant application for the FY23 Assistance to Firefighters Grant Program to the US Department of Homeland Security for the purchase of EMS equipment in the amount of \$180,000 with a 10% cash match – Elizalde**

The Mission Fire Department was seeking authorization to submit a grant application to DHS, FEMA, for the 2023 Assistance to Firefighters Grant Program (AFG) for the purchase of EMS equipment in the amount of \$180,000. The program required a 10% cash match and provided support for Firefighter Operations and Safety Equipment.

**40. Authorization to accept grant award for FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program in the amount of \$12,134 from the U.S. Department of Justice-Bureau of Justice Assistance to acquire six body-worn cameras with respective budget amendment- Elizalde**

On December 5, 2024, the Mission Police Department was awarded \$12,134 from the FY24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program with the U.S. Department of Justice-Bureau of Justice Assistance. The project would allow the department to acquire six (6) body-worn cameras for daily operations of sworn officers. The program does not have a match requirement.

**41. Authorization to extend Second & Final One-Year renewal for Odor Control Chemical with Kay Jay Services & Supplies for the Public Works Department Waste Water Treatment Plants – Terrazas**

The City of Mission entered into an agreement with Kay Jay Services & Supplies for the purchase of Odor Control Chemical. The contract term was for one year with two one-year renewal options. Orders would be placed on an as needed basis for a one-year base term with a 5% increase. This would extend Bid No. 23-028-10-31 from December 19, 2024 through December 18, 2025.

Odor Control Liquid Drums \$346.73, with 5% increase \$364.07

Odor Control Solid Case \$67.64, with 5% increase \$71.02

**42. Approval of amended master agreement with Carr, Riggs & Ingram, LLC- V Roman**

Discussion and consideration to execute an amended master agreement with Carr, Riggs & Ingram, LLC. Staff is requesting approval of the amended master agreement with Carr, Riggs & Ingram, LLC.

**43. Approval of a budget amendment for gym equipment for the Mission Police Department, totaling \$26,079.98, using state forfeiture funds – Torres**

The Mission Police Department was seeking authorization to purchase gym equipment for the police department, as the current gym equipment is outdated or defective. This purchase would be made with state forfeiture funds from different authorized vendors. The purchase of wrestling/MMA mats from AK Athletic Equipment INC (vendor #60495) totals \$1,894.17. The purchase of strength training and conditioning gym equipment and rubber flooring from 360 Sports LLC (vendor #60490) totals \$24,185.81. The total expense for all the gym equipment, using state forfeiture funds, was \$26,079.98.

Councilwoman Jessica Ortega moved to approve all consent agenda items 15 thru 43 and as presented. Motion was seconded by Councilwoman Marissa Gerlach and approved unanimously 5-0.

Councilwoman Ortega requested that Mr. Michael Elizalde present items 36 through 40 so that the community could be aware of the grant funds coming in for upcoming projects

**APPROVALS AND AUTHORIZATIONS**

**44. Preliminary Plat Approval: Conway Village Subdivision, Being 19.118 acre tract of land out of Lot 36-6, West Addition to Sharyland Subdivision, Suburban E.T.J., Developer: Rimaga, LLC, Engineer: Lopez Engineering Designs, LLC - De Luna**

On December 4, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Conway Village Subdivision. The subject site was located on the southwest corner of W. St. Francis and Conway Avenue. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Conway Village Subdivision, Being 19.118 acre tract of land out of Lot 36-6, West Addition to Sharyland Subdivision, Suburban E.T.J., Developer: Rimaga, LLC, Engineer: Lopez Engineering Designs, LLC. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**45. Preliminary Plat Approval: Bellwood Manor Subdivision, A tract of land containing 26.79 acres of land being part or portion of Lot 39, Lot 40, Lot 41, and a 70.00' strip of canal Right-of-Way between Lot 40 and Lot 41, Bell-Woods Company's Subdivision "C", R-2, Developer: DS3 Development, LLC, Engineer: S2 Engineering, PLLC - De Luna**

On November 20, 2024, the Planning and Zoning Commission held a Public Hearing to consider the Preliminary & Final Plat Approval for Bellwood Manor Subdivision. The subject site was located on the East side of N. Trosper Road approximately 1,970' North of W. Mile 2 Road. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Preliminary Plat Approval: Bellwood Manor Subdivision, A tract of land containing 26.79 acres of land being part or portion of Lot 39, Lot 40, Lot 41, and a 70.00' strip of canal Right-of-Way between Lot 40 and Lot 41, Bell-Woods Company's Subdivision "C", R-2, Developer: DS3 Development, LLC, Engineer: S2 Engineering, PLLC. Motion was seconded by Councilwoman Ortega and approved unanimously 5-0.

**46. Request by Halff Associates to establish a development bond for the Anzalduas Logistics Center to enable recording process of the subdivision without having all the utilities completed – De Luna**

On December 4, 2024, staff received a request by Angelica Neira- Project Manager of Halff Associates to have the City Council consider allowing her to establish a development bond for Anzalduas Logistics Center in lieu of installing utilities prior to recording. The purpose of getting the plat recorded was so that they can construct the building and do the infrastructure at the same time.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Request by Halff Associates to establish a development bond for the Anzalduas Logistics Center to enable recording process of the subdivision without having all the utilities completed. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**47. Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph II Subdivision to enable recording process of the subdivision without having all the infrastructure completed – De Luna**

On November 21, 2024, staff received a request by Bruno M. Castillo - President of Union Design Developers, LP to have the City Council consider allowing him to establish a development bond for Anzalduas Industrial Park Ph II Subdivision in the amount of \$174,249.50 to enable the recording process of the subdivision without having all the infrastructure completed. The sole purpose of getting the plat recorded was for the sale of lots.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Request by Union Design Developers, LP to establish a development bond for the Anzalduas Industrial Park Ph II Subdivision to enable recording process of the subdivision without having all the infrastructure completed. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**48. Request by M2 Engineering, PLLC to establish a surety bond for The Reserve on Taylor Subdivision to enable recording process of the subdivision without having all infrastructure completed – De Luna**

On November 5, 2024, staff received a request by Emigdio Salinas, P.E. from M2 Engineering, PLLC, on behalf of Elite Development 786, LLC to have the City Council consider allowing him to establish a surety bond in the amount of \$16,600 for The Reserve on Taylor Subdivision to



cover the remaining amount of construction, and furthermore the 50% Engineer's Opinion of Probable Construction Cost (EOPCC) for 22<sup>nd</sup> Street. The request is to enable the recording process of the subdivision without having all the infrastructure completed with the condition that 22<sup>nd</sup> Street be designed within the next. The sole purpose of getting the plat recorded was for the sale of lots.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to approve the Request by M2 Engineering, PLLC to establish a surety bond for The Reserve on Taylor Subdivision to enable recording process of the subdivision without having all infrastructure completed with the condition that 22<sup>nd</sup> Street be designed within the next 60 days. Motion was seconded by Councilman Plata and approved unanimously 5-0.

**49. Authorize to enter into a Personal Services Contract under Tex. Local Gov't Code 252.022(a)(4) with Decibel Communications for services related to the 2025 City of Mission State of the City Address in the amount of \$59,800 to be paid for with sponsorship proceeds – K. Gomez**

Seeking authorization to enter into a Personal Services Contract with Decibel Communications. Decibel Communications would provide labor, materials, and equipment for the Mayor's State of the City Address, covering event design, production, and visual content, while contributing creative ideas for the theme, design, and strategy.

Staff and City Manager recommended approval.

Councilwoman Ortega moved to enter into a Personal Services Contract under Tex. Local Gov't Code 252.022(a)(4) with Decibel Communications for services related to the 2025 City of Mission State of the City Address in the amount of \$59,800 to be paid for with sponsorship proceeds. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**50. Board Appointments – Ambulance Board, Building Board of Adjustments, Citizen Advisory Committee, Civil Service Commission, Keep Mission Beautiful Beautification Committee, Mission Economic Development Authority, Mission Economic Development Corporation, Mission Education Development Council, Mission Historic Preservation Commission, Ordinance Review Committee, Parks and Recreation Board, Planning and Zoning Commission, Shary Golf Course Advisory Board, Special Events & Entertainment Committee, Speer Memorial Library Board, Tax Increment Reinvestment Zone, Traffic Safety Committee, Youth Advocacy Advisory Board, and Zoning Board of Adjustments – Carrillo**

Board and Committee Appointments along with the recommendations by Mayor Norie Garza were as follows:

AMBULANCE BOARD – Re-appoint Rene Lopez and Victor Fonseca

BUILDING BOARD OF ADJUSTMENTS - Re-appoint Abel Beltran, Victor Meza and Ken Jones

CITIZENS ADVISORY COMMITTEE – Re-appoint Francisco Cadena, Marsha Terry, Zoreida Lopez, Lorenzo Garza and Roxanne Mendez

CIVIL SERVICE COMMISSION – Re-appoint Leopoldo Garza



KEEP MISSION BEAUTIFUL BEAUTIFICATION COMMITTEE – Re-appoint Lucille Cavazos, Mario Cantu and Lisa Salinas. Appoint Toni Chapa to replace Gavino Garza and Logan Dovalina to replace Roberto Trevino, Jr.

MISSION ECONOMIC DEVELOPMENT AUTHORITY - Re-appoint Richard Hernandez, Estella Saenz, Jose G. Vargas and Deborah Cordova and Marissa Gerlach alternate for Mayor position

MISSION ECONOMIC DEVELOPMENT CORPORATION - Re-appoint Richard Hernandez, Estella Saenz, Jose G. Vargas, Deborah Cordova, Julian Alvarez, Carl Davis and Marissa Gerlach alternate for Mayor position

MISSION EDUCATION DEVELOPMENT COUNCIL - Re-appoint Richard Hernandez, Estella Saenz, Jose G. Vargas, Deborah Cordova, Julian Alvarez, Carl Davis and Marissa Gerlach alternate for Mayor position

MISSION HISTORIC PRESERVATION COMMISSION – Re-appoint Julie Saenz, Irma Flores Lopez and Ariel King. Appoint Ruby Cardona to the vacant position

ORDINANCE REVIEW COMMITTEE – Re-appoint Dalia Robinson Anser. Appoint Isauro Trevino and Ned Sheats

PARKS & RECREATION BOARD – Re-appoint Tony Guerrero, Appoint Gilbert Sotelo to replace Karina Garza

PLANNING & ZONING COMMISSION – Re-appoint Diana Izaguirre, appoint Steven Alaniz as a regular member to replace JD Villarreal who is unable to continue to serve

SHARY GOLF COURSE ADVISORY BOARD – Re-appoint Martin Flores and Javier Barrera, Appoint Tom Lee to replace Carlo Garza

SPECIAL EVENTS & ENTERTAINMENT COMMITTEE – Re-appoint Paola Lopez and Kay Wolf

SPEER MEMORIAL LIBRARY BOARD – Re-appoint Lina Cantu Cruz, Rosemary Gallagher and Mayra Rocha. Appoint Jeff Taylor to replace Beth Blanton

TAX INCREMENT REINVESTMENT BOARD – Re-appoint Aissa I. Garza and appoint Andrew Riddle to replace Ricardo Perez who moved from the city

TRAFFIC SAFETY COMMITTEE - Re-appoint Brandon Lau and appoint Manuel Salinas to replace German Reyna

YOUTH ADVOCACY ADVISORY BOARD – Re-appoint Scott Meyer and Nanette Ortiz, Appoint Karina Garza to replace Christine Barrera

ZONING BOARD OF ADJUSTMENTS AND APPEALS – Re-appoint Alberto Salazar, Heraclio Flores, Jr and William F. Uckert

Staff and City Manager recommended approval.

Councilman Vela moved to approve the Board Appointments – Ambulance Board, Building Board of Adjustments, Citizen Advisory Committee, Civil Service Commission, Keep Mission Beautiful Beautification Committee, Mission Economic Development Authority, Mission Economic Development Corporation, Mission Education Development Council, Mission Historic Preservation Commission, Ordinance Review Committee, Parks and Recreation Board,

Planning and Zoning Commission, Shary Golf Course Advisory Board, Special Events & Entertainment Committee, Speer Memorial Library Board, Tax Increment Reinvestment Zone, Traffic Safety Committee, Youth Advocacy Advisory Board, and Zoning Board of Adjustments. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**51. Approval of Memorandum of Understanding between Mission EDC and the City of Mission related to Facility Maintenance Services for the CEED Building with respective budget amendment- Terrazas**

Mission EDC staff was requesting the Mayor's execution of a Memorandum of Understanding (MOU) concerning facility maintenance services for the CEED building. By approving this MOU, the City of Mission would allocate its maintenance staff to carry out general maintenance services including routine inspections, basic repairs, HVAC maintenance, floor care, minor plumbing and electrical issues, groundskeeping, building and safety checks, and exterior maintenance, along with other services as outlined in the MOU. Mission EDC would compensate the City of Mission with \$50,000 annually for these services, effective upon the execution of the MOU by both parties, with the agreement set to expire on September 30, 2025. The Mission EDC Board of Directors approved the MOU on November 13, 2024.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Memorandum of Understanding between Mission EDC and the City of Mission related to Facility Maintenance Services for the CEED Building with respective budget amendment. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**52. Authorize Mayor to execute Affidavit for Economically Disadvantaged Counties (EDC) Program Application for Bridge Replacement with TxDOT funding – Terrazas**

The application allowed the city to apply for the EDC reduction on the local participation for preliminary engineering and construction for bridge replacement at Old Military Rd. This would reduce the cost participation for the city after adjustment to \$6,819.32.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Authorize Mayor to execute Affidavit for Economically Disadvantaged Counties (EDC) Program Application for Bridge Replacement with TxDOT funding. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**53. Authorization to Award bid for Sodium Chlorite Services for the Public Works Water Plant Department – Terrazas**

The City of Mission had accepted and opened 4 Bid responses for Sodium Chlorite. Staff recommended awarding bid to International Dioxide, Inc. who was the lowest responsible bidder meeting all specifications. The term of this contract would be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders would be placed on as needed basis BID #25-067-11-06.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Authorize Mayor to Award bid for Sodium Chlorite Services for the Public Works Water Plant Department. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**54. Authorization to Award bid for Liquid Emulsion Polymer for the Public Works Water Plant Department – Terrazas**

The City of Mission had accepted and opened 3 Bid responses for Liquid Emulsion Polymer. Staff recommended awarding bid to Polydyne, Inc. who was the lowest responsible bidder meeting all specifications. The term of this contract would be for one (1) year with two (2) one-year renewal options. Recommendation was based solely on estimated quantities and orders will be placed on as needed basis BID #25-069-11-07.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to Award bid for Liquid Emulsion Polymer for the Public Works Water Plant Department. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**55. Ratification to Award Bid for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services to Westwood Professional Services in the amount of \$320,000 for project Spikes and Jupiter Climate Resilient Flood Risk Reduction Project FY22/23 FMA – Terrazas**

The City of Mission had accepted and opened one (1) Bid response for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services. Staff recommended awarding bid to Westwood Professional Services; who was the lowest responsible bidder meeting all specifications in the amount of \$320,000 for project Spikes and Jupiter Climate Resilient Flood Risk Reduction Project FY22/23 FMA.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve the Ratification to Award Bid for FMA & BRIC Program Development, Grant Administration, Civil Engineering, and Project Management Services to Westwood Professional Services in the amount of \$320,000 for project Spikes and Jupiter Climate Resilient Flood Risk Reduction Project FY22/23 FMA. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**56. Authorization to purchase ambulance equipment from sole source vendor Stryker in the amount of \$227,825.85 with respective budget amendment – Silva**

The Mission Fire Department sought authorization to purchase ambulance equipment, including a (5) five-year ProCare Prevent Service package, from Stryker for a total cost of \$227,825.85. Stryker was a sole-source vendor for this specialized equipment, which would be used to equip the department's new ambulance scheduled for delivery in June 2025. This purchase was essential to ensure the ambulance meets operational and safety standards, enabling the department to continue providing high-quality emergency medical services to the community. Approval of this request would secure the necessary equipment and maintenance support to uphold service reliability and effectiveness.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase ambulance equipment from sole source vendor Stryker in the amount of \$227,825.85 with respective budget amendment BA-25-17. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**57. Authorization to purchase a Ford F-550 Stock Skeeter Hybrid ATP from Siddons-Martin Emergency Group, LLC via HGAC Contract FS12-23, for the total amount of \$256,939 with respective budget amendment – Silva**

The Mission Fire Department was seeking authorization to purchase a Ford F-550 Stock Skeeter Hybrid ATP from Siddons-Martin Emergency Group, LLC for a total cost of \$256,939 via HGAC

Contract FS12-23. This acquisition aimed to enhance the department's operational capabilities, providing a reliable and efficient vehicle for emergency response. The Ford F-550 Stock Skeeter Hybrid ATP was designed to meet the unique demands of firefighting and rescue operations, ensuring the safety and effectiveness of the department's personnel. The proposed purchase aligned with the department's mission to deliver high-quality emergency services to the community.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase a Ford F-550 Stock Skeeter Hybrid ATP from Siddons-Martin Emergency Group, LLC via HGAC Contract FS12-23, for the total amount of \$256,939 with respective budget amendment BA-25-17. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**58. Authorization to purchase computers and accessories for the Mission Police Department, totaling \$94,252.43, via Dell Marketing LP #TX DIR-TSO-3763 – Torres**

The Mission Police Department was seeking authorization to purchase computers and accessories for the police department, as the current computers and accessories required to be updated or are defective. The total purchase amount was \$94,252.43. This purchase would be made from Dell Marketing LP's contract #TX DIR-TSO-376. This purchase was previously budgeted under the IT Department's budget.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to purchase computers and accessories for the Mission Police Department, totaling \$94,252.43, via Dell Marketing LP #TX DIR-TSO-3763. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**59. Authorization to accept supplemental award funds from Operation Stone Garden FY22, in the total amount of \$101,143.61, and to purchase (2) Haulmark utility trailers and (6) Polaris Sportsman, totaling \$112,140.00, using the FY22 Operation Stone Garden grant funds with respective budget amendment – Torres**

The Mission Police Department was seeking authorization to accept supplemental award funds from Operation Stone Garden FY22 in the total amount of \$101,143.61. There was a deadline set by the Office of the Governor, requesting that all purchase orders must be completed by January 31, 2025, and all equipment should be received, tagged, and in use by the liquidation date. Due to this deadline, we simultaneously requested approval to purchase (2) Haulmark utility trailers and (6) Polaris Sportsman, totaling \$112,140.00, with these supplemental award funds. The purchase would be made from Elliff Trailer Sales via TIPS #7490. The difference in amount would be paid with a different police department account.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to accept supplemental award funds from Operation Stone Garden FY22, in the total amount of \$101,143.61, and to purchase (2) Haulmark utility trailers and (6) Polaris Sportsman, totaling \$112,140.00, using the FY22 Operation Stone Garden grant funds with respective budget amendment BA-25-15. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**60. Approval of Ordinance #5575 Amending Personnel Policy Manual Policy 500.02 Holidays eliminating certain days – Munguia**

In reviewing the City's Personnel Policy Manual, staff has proposed a revision to the Holiday policy. The revision removed the following Holidays: Martin Luther King Jr. Day, Day before Thanksgiving ½ Day, New Year's Eve ½ Day and an Optional Holiday. The proposed ordinance would amend and restate the PPM effective January 1, 2025. Staff reviewed said revision, and concurs with the recommendation to approve said policy revision. Staff recommends approval of the proposed revision for Policy 500.02 Holidays.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to approve Ordinance #5578 Amending Personnel Policy Manual Policy 500.02 Holidays eliminating certain days. Motion was seconded by Councilman Vela and approved unanimously 5-0.

### **ORDINANCE NO. 5575**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING ORDINANCE NO. 5568 TO AMEND AND RESTATE THE PERSONNEL POLICY MANUAL FOR EMPLOYEES OF THE CITY OF MISSION, TEXAS; PROVIDING FOR A PUBLICATION CLAUSE AND AN EFFECTIVE DATE

#### **61. Approval of Ordinance # 5576 authorizing and approving a transfer from the Designated Purpose Fund (ARPA) to the General Fund in the amount of \$1,588,753.53 and respective budget amendment – Roman**

The attached ordinance was necessary to allow for the transfer of funds in the amount of \$1,588,753.53 from the Designated Purpose Fund, specifically the "ARPA" funds, to General Fund to be used for government services as allowed by Treasury guidelines along with its respective budget amendment. Expenditures appropriated were fleet services, fuel, other repair & maintenance supplies and road material supplies. Upon reconciliation of the available ARPA funds, staff has summarized expenditures available for transfer in the amount of \$1,588,753.53 as follows:

#### **ARPA Local Fiscal Recovery Fund**

Classification 3 – Professional and Technical Services	594,822.57
Classification 6 – Supplies	902,242.76
Interest	91,688.20
<b>Grand Total ARPA Local Fiscal Recovery</b>	
<b>(Designated Purpose Fund-15)</b>	<b>1,588,753.53</b>

Staff and City Manager recommended approval.

Mayor Pro Tem Plata inquired if these funds had been allocated for a specific project.

Andy Garcia, Assistant City Manager, stated that the funds had been allocated for the Gabriel Drainage Project; however, they had also budgeted for this project in the 2018 Bond. The project had been completed six months ago utilizing the 2018 Bond.

Mayor Pro Tem Plata moved to approve Ordinance # 5579 authorizing and approving a transfer from the Designated Purpose Fund (ARPA) to the General Fund in the amount of \$1,588,753.53 and respective budget amendment BA-25-18. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.



**ORDINANCE NO. 5576**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
AUTHORIZING AND APPROVING A TRANSFER FROM THE DESIGNATED  
PURPOSE FUND TO THE GENERAL FUND

**UNFINISHED BUSINESS****62. TABLED 11/12/2024 - Conditional Use Permit: Home Occupation – Z Galleria Antiques, 2401 Sunset Lane, Being the West 172' of the South 120' of The West 363' of Lot 152, Sharyland Orchards Subdivision Addition "A", R-1A, Elias Guajardo, Adoption of Ordinance #5577 - De Luna**

On November 6, 2024 the Planning and Zoning Commission held a Public Hearing to consider the Conditional Use Permit request. The subject site was located at the Northeast corner of Shary Road and Sunset Lane. There was no public opposition during the P&Z Meeting. The board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Plata moved to untable this item. Motion was seconded by Councilwoman Grerlach and approved unanimously 5-0.

Susie De Luna, Planning Director, stated that she had confirmed that the applicant would be the one living in the residence and running the business.

Mayor Pro Tem Plata moved to approve Conditional Use Permit: Home Occupation – Z Galleria Antiques, 2401 Sunset Lane, Being the West 172' of the South 120' of The West 363' of Lot 152, Sharyland Orchards Subdivision Addition "A", R-1A, Elias Guajardo, Adoption of Ordinance #5580. Motion was seconded by Councilman Vela and approved unanimously 5-0.

**ORDINANCE NO. 5577**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR A HOME OCCUPATION – Z GALLERIA  
ANTIQUES, 2401 SUNSET LANE, BEING THE WEST 172' OF THE SOUTH 120' OF THE  
WEST 363' OF LOT 152, SHARYLAND ORCHARDS SUBDIVISION ADDITION "A"

**ROUTINE MATTERS**

City Manager Comments – Speer Memorial Library: - Can't Stop Reading Event on December 18<sup>th</sup> at 5:30pm, Teen Anime Club Meeting, Teen Painting on December 19<sup>th</sup> Kops 4 Kidz Toy Drive on Saturday December 21<sup>st</sup> at the Mission Event Center, Winter Craft Day at the Museum on December 21<sup>st</sup> at 10am.

City Council Comments – City Council wished everyone a Merry Christmas.

Mayor's Comments – Mayor Garza wished everyone a Merry Christmas.

At 4:23 p.m., Mayor Pro Tem Plata moved to convene into Executive Session. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.

**EXECUTIVE SESSION**

Upon conclusion of Executive Session at 5:29 p.m., Mayor Pro Tem Plata moved to reconvene the regular meeting. Motion was seconded by Councilwoman Gerlach and approved unanimously 5-0.



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

No Action

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

No Action

3. Closed session pursuant to Tex. Gov't Code Section 551.071 (Consultation with Attorney)  
regarding Mission Police Department Internal Affairs Investigation.

No Action

### **ADJOURNMENT**

At 5:59 p.m., Mayor Pro Tem Plata moved for adjournment. Motion was seconded by  
Councilman Vela and approved unanimously 5-0.

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Norie Gonzalez Garza, Mayor

ATTEST:

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Anna Carrillo, City Secretary