

CITIZEN'S ADVISORY COMMITTEE

November 19, 2024

Regular Meeting

Members Present

Zoreida Lopez-Vice-Chair
Marsha Terry
Ruben Davila Lozano
Francisco Cadena
Roxanne Mendez
Alma Garcia
Emigdio Villanueva, Jr.

Members Absent

Lorenzo Garza-Chairman
Monika Rosales-Flores

Staff Present

Michael J. Elizalde
Esther G. Rivera

Call Regular Meeting to Order to Establish Quorum

Vice-Chair Lopez called the Regular Meeting to order at 5:33 pm. Esther G. Rivera conducted roll call. She stated that seven members were present, therefore there was a quorum.

Citizens Participation

Vice-Chair Lopez asked if any citizens were present to discuss any items on the agenda or express their concerns. No citizens present and no comments, she continued to the next agenda item.

Discussion and Recommendation to Approve Minutes for Regular Meeting held on October 22, 2024.

Ms. Rivera asked the members if they had reviewed the minutes of the Regular Meeting held on October 22, 2024. She inquired if there were any questions or comments. After a brief discussion, Vice-Chair Lopez asked for a motion to approve the minutes as presented. Mr. Villanueva motioned to approve the minutes as presented. Ms. Garcia seconded the motion. Motion carried (7-0).

Presentation on Status of Housing Assistance Program (HAP) Phase 23-I & IA

Ms. Esther Rivera presented the construction status of the Housing Assistance Program (HAP) Phase 23-I. She indicated the percentage of completion for each home as follows: 3731 Garza Street 100% complete scheduling welcome home on October 25, 2024; 615 N. Francisco Avenue 100% complete welcome home was on November 12, 2024; 222 N. Slabaugh Avenue 100% complete; and 1217 Oblate Avenue 95% complete. Vice-Chair Garza thanked Ms. Rivera for the Presentation on the Status of the Housing Assistance Program (HAP) Phase 23-I and continued with the next item.

Other Business

A. Progress Report: CDBG-October

Ms. Rivera presented October Unofficial Progress Reports for CDBG expenditures received to date for the agencies, housing and administration. Ms. Rivera discussed that the progress report is reporting zeros as we are starting a new fiscal year. Staff is reviewing subrecipient

agreements and will be emailing agreements to the agencies. Staff will be hosting a subrecipient orientation on Thursday November 21, 2024. Mr. Lozano motioned to approve the Progress Reports as presented. Ms. Garcia seconded the motion. Motion carried (7-0).

B. Progress Report: CDBG-CV October

Ms. Rivera presented October Unofficial Progress Reports for CDBG-CV expenditures received to date for the agencies, housing and administration. After a brief discussion Vice-Chair Lopez asked for motion to approve the progress reports as presented. Mr. Lozano motioned to approve the Progress Reports as presented. Ms. Garcia seconded the motion. Motion carried (7-0).

C. Chairman's Comments

Chairman Garza was not present for the CAC meeting, Vice-chair Lopez conducted the meeting and had no comments at the moment.

D. Committee Member's Comments

Ms. Terry had concerns about local projects happening in the area. Mr. Villanueva wanted to know if there were any follow up discussions or updates on the home near Lady Guadalupe. He further asked about turkey distribution to the citizens for the Thanksgiving Holidays. Discussion on if the city will be hosting any Christmas dinner for board members. Mr. Cadena had concerns about 4th street canal fence condition. Ms. Mendez asked if it was possible to have the CAC meetings virtual for members that can't attend in person. Ms. Mendez also brought up the concern of illegal dumping on highland street and who she would need to get in contact with to have them removed.

E. Director's Comments

Mr. Elizalde spoke about amending the 5-yr. consolidated plan and how staff has received approval from HUD to amend the plan. He also discussed how certain members term will be ending December 31, 2024. He asked the following members individually, Francisco Cadena, Marsha Terry, Zoreida Lopez, and Roxanne Mendez if they will be continuing to serve on the CAC. Each member agreed to serve another year. Mr. Elizalde further informed members that he had also asked Lorenzo Garza, who declared he would continue to serve.

Adjourn

Vice-Chair Lopez asked for a motion to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Ms. Mendez seconded the motion. Motion carried (7-0). The meeting was adjourned at 6:00 p.m.

Lorenzo Garza, Chairman



BOYS AND GIRLS CLUB OF MISSION

Minutes of the Boys and Girls Club Mission
Youth Advocacy Advisory Board Meeting, November 19th, 2024

The Youth Advocacy Advisory Board of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, November 19th, 2024 at 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

Board Members Present:

Henry Rodriguez	Scott Meyer
Sergio Cruz	Christine Barrera
Peter Geddes	Rebecca Lopez
Aimee Ortega	

BGCM Staff:

Rick Venecia	Sujei Rodriguez
Xavier Sanchez	
Edgar Villarreal	

Board Members Absent:

Nanette Ortiz
Rolando Reyna
Jesus Garcia
Jennifer Lee Venecia

Guests:

C. Garza, COM Finance
K. Alaniz, COM Finance

I. Call to Order

H. Rodriguez called the meeting to order at 12:45 p.m.

II. Approval of Minutes for the October 8th, 2024 Meeting

After a brief review, a motion was made by S. Cruz to approve the October 8th, 2024 Board Minutes; the motion was seconded by C. Barrera; the motion passed unanimously.

III. Citizen Participation

No citizens participated . . .

IV. Director's Report

R. Venecia stated that the After-School Programs are doing very well. He also mentioned that he is working to complete more grants for the upcoming year. Mr. Venecia also informed the Board that the current number of students are increasing in all aspects of the Club development.
(Director's Report attached)

V. Programs Report

S. Rodriguez reviewed with the Board the purpose and scope of the AmeriCorp Program and how the program affects/helps the Club. She also emphasized the current grants the Club is utilizing and that the Sylvan and Texas Aim programs are very popular with the students and parents.
(Program Coordinator's Report attached)

Continue . . .

VI. Athletics Report

E. Villarreal reported for the Athletic Department. He stated that the Basketball league is well underway. He also reported that Baseball and Softball registration has begun as well. Some discussion was generated concerning the sports programs in the school districts. Mr. Villarreal shared with the Board the involvement of Sharyland ISD and their Middle School sports programs. More information to be forthcoming . . .

(Athletic Coordinator's Report attached)

VII. Chairperson Comments

None at this time . . .

VIII. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn this portion of the Advisory Board meeting. A motion was made by R. Lopez; the motion was seconded by A. Ortega; the motion passed unanimously. Adjournment time was 1:04 p.m.

Minutes of the Boys and Girls Club Mission Board of Directors' Regularly Scheduled Meeting, November 19th, 2024

The Board of Directors of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, November 19th, 2024, 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

I. Call to Order

H. Rodriguez called the meeting to order at 1:05 p.m.

II. Approval of 501c3 Minutes for November 19th, 2024 Meeting

After a brief review, a motion was made by S. Cruz to approve the minutes for the November 19th, 2024 501c3 meeting; the motion was seconded by P. Geddes; the motion carried forward unanimously.

III. 501C3 Financial Report

Christian Garza and Katia Alaniz represented the Finance Department for the City of Mission to review with the Board the 501c3 financial standings. Mr. Garza reviewed with the Board the expenditures, expenses and reconciliations for the month of September. The September Financial Statement was discussed and several questions were entertained. Ms. K. Alaniz reviewed with the Board the expenditures, expenses and reconciliations for the month of October. The October Financial Statement was discussed and several questions were entertained. After a brief discussion, a motion was made by S. Cruz to approve the financial packets for the months of September and October; the motion was seconded by R. Lopez; the motion carried forward unanimously.
(Financial Packets for the months of July and August are attached)

IV. Grants & Awards Report

R. Venecia announced to the Board the current status of the grants the Club has in place; he included the Mental Health grant that is currently pending approval. He continued to stress that the new grants will take effect in January. Some discussion also centered around the Child Nutrition Program and the possibility of looking for other vendors that can provide services for the Club.

V. By-Laws Discussion

R. Venecia stated that he created binders for the Board Members to take home. He encouraged the Board to review the current by-laws and note possible changes for next month's meeting. He also reviewed with the Board the correct procedures for fundraising for a non-profit organization. More discussion to be forthcoming . . .

VI. Gala

R. Venecia announced to the Board that the theme for this year's Gala would be "The Heroes Among Us!" Mr. Venecia reviewed with the Board the plans currently in place for the Gala. He also informed the Board that he would contact the Fundraising Committee members soon to discuss final details of the event. The tentative date is set for March 25th, 2025. Mr. Venecia also encouraged the Board to speak to him if they had any ideas for the event. More information to be forthcoming . . .

VII. Christmas Drive and Member Party

R. Venecia announced to the Board that he is looking for vendors to place donation boxes in their establishments for people to donate toys for the Club's members and the community, in general. He asked the Board for help in reaching out to potential vendors to help the Club.

Continued . . .

VIII. Staff Christmas Gifts

This item was not discussed at this time . . .

IX. Announcements

No announcements at this time . . .

X. Adjournment

After a brief discussion, H. Rodriguez entertained a motion to adjourn this portion of the 501C3 meeting. A motion was made by A. Ortega to adjourn the 501C3 meeting; the motion was seconded by R. Lopez; the motion passed unanimously. Adjournment time was 1:44 p.m.



Xavier Sanchez
Operations Administrator

Sergio Cruz
BGCM Board Secretary

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
November 25, 2024**

Commission-Present

**Polo Garza-Chairman
Jerry Saenz-Vice-Chair
Guillermo Delgadillo-Member**

Staff Present

**Jesse Lerma Jr-CS Director
Noemi Munguia-HR Director
Mike Silva-Fire Chief
Cesar Torres-Police Chief
Leeroy Garcia-FF Union President**

Call to Order

Mr. Polo Garza called the meeting to order at 8:30 a.m.

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Approval of Minutes-November 5, 2024

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

Approval of Mission Fire Department Entry Level Examinations Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that they had conducted an entry level examination for the Mission Fire DEpartment on November 8, 2024. He advised them that 59 individuals had submitted applications, 51 actually participated and 40 passed. Mr. Lerma advised the Commission that individuals that passed the written part would move on to the physical agility exam. After a brief discussion, Mr. Saenz made a motion to approve the scores and to create a new eligibility list. Mr. Delgadillo seconded the motion. Motion was approved unanimously.

Approval of Mission Police Department Entry Level Examination Scores and the Creation of a New Eligibility List

Mr. Lerma advised the Commission that they had conducted an entry level examination for the Mission Police Department on November 21, 2024. He advised them that 63 individuals had submitted applications, 49 participated and 48 passed. Mr. Lerma advised the Commission that those that passed would move on to the physical agility test scheduled for November 23, 2024. After a brief discussion, Mr. Delgadillo made a motion to approve the scores and to create a new eligibility list. Mr. Saenz seconded the motion. Motion was approved unanimously.

Pending Business

Mr. Lerma advised the Commission of the pending LT's promotional examination for the FD scheduled for December 12, 2024.

Adjourn

Meeting was adjourned at 8:55 a.m.

**Mission Redevelopment Authority
Board of Directors Meeting
October 22, 2024**

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, by teleconference and in person, on October 22, 2024, 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:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present except Director Reyna. Participating in the Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, Sanjay Bapat, Armando Sandoval, and Frances Blake. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Orlando Navarro, Judy Vega, Joe Salazar, Mike Perez, Behrooz Badiozzamani, Damien Tijerina, Romeo Barrera, Saul Yañez, Charlie Garcia, Victor Treviño, Colby Eckols, and Executive Director Teclo J. Garcia.

1. Call Meeting to Order at 4:01 PM.

Chairman Martin Garza opened the meeting with a welcome to all. Chairman Garza welcomed Mayor Norie Gonzalez Garza for joining the meeting.

2. Citizen's Participation: None.

3. Approve minutes: September 24, 2024 of the Mission Redevelopment Authority.

There being no corrections or additions, upon a motion made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously approved the meeting minutes for September 24, 2024, of the Mission Redevelopment Authority.

4. Acceptance of Project Reports.

Chairman Martin Garza recognized Romeo Barrera, P.E., with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project are \$98,000. Mr. Barrera reported that this project is 90% complete and has been provided to the City of Mission and United Irrigation District. Once the firm receives comments, they will address them and issue the signed and sealed set for bid letting. Assistant City Manager J.P. Terrazas said he expects bidding for this project will take place early next year. End of report.

Upon a motion made by Director Burleson and seconded by Vice Chairman Albert Chapa, the Board accepted the **Hoerner Street Project** report as presented.

Chairman Martin Garza recognized Orlando Navarro with Killam Development to report on **El Milagro Phase I Project**. Mr. Navarro noted that this project is 91% complete and contractors are currently working on covering a manhole and doing backflow on it. A local landscaper should be working on landscaping and planting trees. Chairman Garza inquired about reimbursement for this project. Financial Officer said that this project should be reimbursed once it is complete which should be in December or early 2025. Questions were asked related to entrance to the Los Milagros and railroad crossings. Mr. Terrazas mentioned that the City of Mission will assist with closings and rerouting of railroad crossings. At this time, two existing crossings have been approved for closing, but three are necessary for one access. The third crossing is being contemplated but has not been approved. Interim Exec. Director Teclo J. Garcia noted that he'd like to coordinate with Dr. Rolando Ortiz and Mr. Navarro for the scheduling of a tour of El Milagro Subdivision before the next Board meeting takes place. No further comments were made.

Upon a motion duly made by Vice Chair Albert Chapa and seconded by Director Moreno, the Board unanimously accepted **Killam Development's El Milagro Phase I** report as presented.

Chairman Martin Garza recognized Victor Treviño with South Texas Infrastructure Group LLC, to present the **Anzalduas Industrial Park Phase I Subdivision Project**. Mr. Treviño reported that the water distribution system and the sanitary sewer system have been installed. Additionally, contractors are in the final stages of completing the storm water management system, with only minor finishing tasks remaining. As part of the next phase, crew commenced the layout for street paving, and preparation is well underway. This marks a significant step forward as they continue to work towards the successful and timely completion of the project. Mr. Treviño shared images documenting the work completed thus far. These images offer a visual confirmation of the advancements in both the sanitary sewer and water distribution systems. End of report.

Upon a motion made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the **Anzalduas Industrial Park Phase I Subdivision Project** report as presented.

Chairman Martin Garza recognized Saul Yañez with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. 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. In the absence of Ruben James de Jesus, Mr. Yañez said that RDH has completed 95% of the forcemain installation and that they have mobilized on the gravity line portion of the project. They are currently preparing the site along the ditch for installation of the pipe. RDH has also installed a segment of dewatering lines and pump to begin sanitary gravity line installation. Wet well excavation and sanitary sewer line installations have also started. For the past three months, the contractor has been working on dewatering. Mr. Terrazas said that about 50% of the entire project has been completed. Secretary Aissa I. Garza asked a question related to payout amounts for the project. Int. Exec. Director Teclo J. Garcia said that moving forward supporting documents for each invoice related to projects will be included in the meeting packet. End of report.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the **Tierra Dorada Sanitary Improvements Project** as presented.

Chairman Martin Garza recognized Saul Yañez with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties-in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Current discussion with Roberto Salinas, AGUA SUD's General Manager on how to establish the pass thru sewer rate. AGUA SUD concerns are with electrical usage at their lift stations. Comparison of the established rates between the City of Mission and AGUA SUD will be

compared to the electrical cost and depreciation of pumps at the three downstream lift stations. An alternative project will be considered using an existing AGUA SUD easement. The alternative will be installing a gravity line parallel to existing gravity line running to the Waste Water Treatment Plant. Further discussion on proposed agreement with AGUA SUD on rerouting of Lift Station 10 will be presented to special committee meeting and board. Special committee meeting dates are currently being considered for the end of October. Mr. Terrazas and Ruben James de Jesus were informed that AGUA SUD's Board will be meeting at the end of this month to discuss how they're going to be entertaining the electricity consumption and charges.

Upon a motion made by Director Burleson and seconded by Director Secretary Aissa I. Graza, the Board unanimously accepted the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)** report as presented.

Chairman Martin Garza recognized Saul Yañez with M&H to report on the **Walsh Road Expansion Project**. This project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately $\frac{3}{4}$ of a mile. Mr. Yañez said 60% of the project plans have been completed. The proposed project will consist of a 60-ft ROW with a 36-ft back-to-back curb section. Appraisal has been performed on the remaining ROW. A meeting with the landowner, Jaime Flores, was held on October 9, 2024 regarding appraisal and proposed ROW. Mr. Flores was presented with plans and potential benefit to him once the ROW is acquired, along with plans related to a detention pond that he can also tie into. A follow-up meeting with Mr. Flores is scheduled for October 28, 2024. End of report.

Upon a motion made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the **Walsh Road Expansion Project Report** as presented.

Chairman Martin Garza recognized Damien Tijerina, P.E., with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III Projects**. Mr. Tijerina reported on Phase II of this project, the design portion, and said that comments received by TxDOT on a 95% submittal were being addressed. He recapped from prior meetings where he mentioned that the City of Mission plans to split this project into two, Section I (Inspiration Road) and Section II (Military Parkway). Mr. Tijerina mentioned that the MPO has agreed to split the projects, which will be done officially in November. He anticipates that these projects will be ready for bid letting in 2027. Chairman Garza asked about the costs associated with the projects. Mr. Tijerina said that currently the project has \$27.5 million allocation from the MPO. Once split, \$16.3 million will be for Section I (Inspiration Road), and \$9.4 million for Section II (Military Parkway).

During this project report, the Board prioritized **Item #8** further down on the agenda since it relates, and introduced and welcomed Behrooz Badiozzamani, P.E. from L&G Engineering to discuss the item. Mr. Badiozzamani emphasized the significance of dividing the projects. He noted that while the City of Mission secured \$25.6 million with MPO, the total cost – including engineering, construction of the project, and design, will be approximately \$40 million, leaving a shortfall of \$16 million. He suggested considering the possibility of constructing one section first, focusing on Inspiration Road from Expressway south to Military Parkway, as this option presents fewer complications. Military Parkway could be deferred since Inspiration Road is a priority. There are several alternatives to explore, including requesting additional funding from MPO to enhance the Military Road project. Mr. Badiozzamani highlighted that the Hidalgo County Regional Mobility Authority (HCRMA) and TxDOT have devised a loop system that most cities support; however, there are gaps that still need attention. The City of Mission is seeking agreement from the same cities that concur with the HCRMA's proposed loop, specifically regarding the western Hidalgo County segment of the project. A response to their letter has yet to be received. Mr. Badiozzamani stated that Mission desires Hidalgo County's endorsement for the connection between 365 and the La Joya

bypass. When questioned about whether this loop would be a toll road, he replied that it would not. Currently, there is an existing reimbursement agreement concerning Inspiration Road, encompassing Phase II and Phase III. Mr. Garcia mentioned that he will work together with Asst. City Manager JP Terrazas and City Manager Mike Perez to focus on identifying the project solely as Inspiration Road.

Upon a motion made by Director Perez and being seconded by Secretary Aissa I. Garza, the Board unanimously accepted the **Inspiration Road/Military Parkway Loop for both Phases** as presented.

Assistant City Manager J.P. Terrazas discussed improvements related to the **TIRZ Building (1301 8th Street)** with Architect Charlie Garcia from CG5 Architects. The building design includes a necessary elevator, a TIRZ office, and a conference room for meetings, with additional office space for the CDBG, Media and the Grants Departments. Architect Garcia shared that the design is about 75% complete and that they are working within a budget, which will be adjusted as plans progress. He noted the need for an electrical engineering proposal before bidding for the elevator's installation. Discussions also touched on the need for a separate conference room. Int. Exec. Director Teclo J. Garcia emphasized the importance of a conference room for various departments. Architect Garcia is focusing on minimizing remodeling costs by utilizing existing structures. The estimated total for a complete remodeling would be \$739,000 but since the work will be done in-house, he is only seeking bids for the new elevator and electrical work, projected at around \$200,000. Furniture and equipment costs will be presented separately, and Chairman Martin Garza requested that estimates for technology related items need not be included. No further comments were made.

Upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chair Albert Chapa, the Board unanimously accepted the **TIRZ Building (1301 N. 8th Street) Improvements** report as presented.

At **5:32 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would be convening in closed session. Secretary Aissa I. Garza moved to go into executive session. Motion was seconded by Vice Chairman Albert Chapa and approved unanimously.

5. Executive Session Pursuant to V.T.C.A. Gov't Code Sections 551.071, Section 551.072 and Section 551.087.

Consultation with Attorney regarding:

A. Deliberation regarding real property.

B. Deliberation regarding economic development negotiations or projects including, but not limited to the following: Report from Exec. Director as to potential project(s).

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

At **6:04 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would be reconvening in open session. Director Perez moved to reconvene in open session. Motion was seconded by Secretary Aissa I. Garza, and approved unanimously.

No action was taken.

6. Discussion and possible action related to the approval of a Professional Services Agreement between the Authority and TXP Inc., related to a TIRZ #1 Project & Finance Plan Update.

Exec. Dir. Teelo J. Garcia summarized last month's Board meeting where the Board approved engaging TXP Inc., to update the TIRZ #1 Project and Finance Plan. Mr. Garcia is now presenting a professional services agreement for review. Secretary Aissa I. Garza noted the agreement lacked an effective date, which should be set for September 24, 2024. The Board questioned the "Limitation of Liability" section, which TIRZ's legal counsel Frances Blake deemed standard but suggested further clarification from TXP, Inc. Mr. Garcia said he will contact James Travis with TXP Inc. to address these concerns.

Chairman Martin Garza stepped back from discussions and voting on this item, transferring his duties to Vice Chairman Albert Chapa, as he wishes to refrain from participating in any further discussion or voting on this item.

Subject to the inclusion of an effective date of September 24, 2024, upon a motion made by Director Burleson and seconded by Director Perez, the Board approved the professional services agreement, between MRA and TXP Inc. 5-0 with one abstention from Chairman Martin Garza.

Following the conclusion of the previous discussion and voting, Chairman Martin Garza resumed his duties.

7. Discussion and possible action regarding the adoption of an organization's Communications Policy.

Mr. Garcia reported that Board requested a Communications Policy during last month's meeting to improve public and media representation. The Authority's legal team has prepared similar policies for other organizations and provided a relevant policy for staff's review. After reviewing the policy, Mr. Garcia made edits to tailor it for this organization. He summarized key sections addressing media communication, proposing an annual open house to showcase TIRZ projects, and suggesting the establishment of a TIRZ website for sharing meeting agendas and minutes. He recommends approval of the policy.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the organization's Communications Policy as presented.

8. Discussion and possible action related to the approval Discussion and possible action related to Western Hidalgo County Loop Project: City Manager Mike Perez/L&G Engineering.

No action was taken or required.

9. Discussion and possible action for approval of MRA's Purchasing Policy.

No action was taken.

10. Discussion and possible action for approval of Resolution for Corporate Credit Card Authorization from PlainsCapital Bank.

No action was taken.

11. Discussion and possible action for approval of Amendment to the Authority's FY 2024 Budget.

Investment Officer Joe Salazar mentioned that this amendment was related to the General Fund, Capital Fund, and Debt Service Funds and were for FY 2024 based on year-end projections.

There being no additions or corrections, upon a motion made by Director Burleson and seconded by Secretary Aissa I. Garza, the board unanimously approved the Amendment to the Authority's FY 2024 Budget.

12. Discussion and possible action for the acceptance of General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending September 30, 2024.

Investment Officer Joe Salazar presented and recommended approval of the General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending September 30, 2024.

There being no corrections or additions to the General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending September 30, 2024, upon a motion duly made by Director Burleson and seconded by Secretary Aissa I. Garza, the Board approved the reports as presented.

13. Acceptance of Financial Report for September 2024.

Investment Officer Joe Salazar presented the Financial Report for September 2024 and mentioned that this report was an unadjusted report due to the audit not yet being completed.

There being no corrections or additions,, upon a motion made by Vice Chairman Albert Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the unadjusted Financial Report for September 2024.

14. Approval of invoices for October 2024.

Investment Officer Joe Salazar presented and recommended approval of the Invoices for the month of October 2024.

Upon a motion made by Secretary Aissa I. Garza Burleson and seconded by Vice Chair Albert Chapa, the Board unanimously approved all invoices for the month of October 2024.

15. Adjournment.

As there was no further business to discuss, upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chair Chapa, the Board unanimously voted to adjourn the meeting at 6:39 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Redevelopment Authority
Board of Directors Special Meeting
November 21, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a special meeting open to the public, by teleconference and in person, on November 21, 2024, at 12:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present. Participating in the Zoom teleconference was Director Perez. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Judy Vega, Joe Salazar, Mike Perez, Alma Walzer Santos, and Executive Director Teclo J. Garcia.

1. Call Meeting to Order at 12:00 PM.

Chairman Martin Garza opened the meeting with a welcome to all.

2. Participation: None from citizens.

Director Efrain Reyna Jr. emphasized that any comments he makes during this meeting reflect his personal opinion and do not represent the views of the company he represents.

3. Discussion and possible action for approval of a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Sanitary Sewer Improvements from Shary Road to Bryan Road Project.

Executive Director Teclo J. Garcia highlighted the significance of an upcoming project aimed at enhancing the sanitary sewer systems from Shary Road to Bryan Road. He subsequently invited City Manager Mike Perez and his team to provide an update on the initiative.

City Manager Mike Perez reported that he is seeking support from the MRA to install a parallel line alongside the existing sewer system servicing Shary Road, extending to Bryan Road (Frontage Road north of Expressway 83). The total funding request amounts to \$2.9 million. He pointed out ongoing issues related to sewer backups affecting local businesses, underscoring the urgent need for

upgrades to the sewer lines to boost capacity, especially as the area anticipates further commercial growth.

Assistant City Manager J.P. Terrazas shared an alternative solution, such as adding a new lift station and noted that they have consulted three engineering firms for design cost assessments, as the current estimate of \$2.5 million reflects the City's projections. Mr. Terrazas recommended Melden & Hunt for the project design due to their promise of completing plans within 70 days, significantly quicker than the three-month timelines offered by the other two firms, Halff Associates and Javier Hinojosa Engineering.

During the discussion, questions arose regarding the age of the existing sewer lines, the inclusion of dewatering in the cost estimate, and the longevity of the proposed new lines. Mr. Terrazas explained that the existing lines are approximately 40 years old and recalled a recent emergency in which several sewer lines collapsed near the old K-Mart building on Bryan Road, necessitating two to three months of dewatering efforts. He confirmed that dewatering is accounted for in the project's estimate and recommended the installation of 24-inch lines to boost capacity and accommodate future growth.

Chairman Martin Garza inquired about how this project aligns with the TIRZ's Project and Finance Plan Update. Executive Director Teclo J. Garcia assured him that incorporating this project into the list would pose no issues. Although the projects on the bond issue list are fixed, funding for this endeavor will be sourced from the Authority's General Fund.

Chairman Garza also sought clarification on fund balances. Financial Officer Joe Salazar indicated that the preliminary Fund Balance stands at approximately \$7 million, with committed projects anticipated to utilize \$4.3 million of that amount. Additionally, Mr. Garcia noted that surplus funds of \$1.7 million from the 2017 Bond Issue could also be allocated to this project.

Upon a motion duly made by Vice Chair Albert Chapa and seconded by Director Reyna, the Board unanimously approved a Reimbursement Agreement between the City of Mission and Mission Redevelopment Authority related to the Sanitary Sewer Improvements from Shary Road and Bryan Road Project in the amount of \$2,887,500.00.

4. Discussion and possible action to authorize resolution to reimburse Operating Fund for the Sanitary Sewer Improvements from Shary Road to Bryan Road Project.

Executive Director Teclo J. Garcia mentioned that this resolution offers essential flexibility for the project's future funding. He clarified that should the Authority pursue additional bonds down the line, then those bonds could be allocated to finance this project. Legal Counsel Sanjay Bapat subsequently recommended approval of this resolution.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Directo Reyna, the Board unanimously authorized the resolution to reimburse Operating Fund for the Sanitary Sewer Improvements from Shary Road to Bryan Road Project.

5. Approval of invoices for November 2024.

Investment Officer Joe Salazar presented and recommended approval of the Invoices for the month of November 2024.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously all invoices for the month of November 2024.

6. Adjournment.

As there was no further business to discuss, upon a motion made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 12:32 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
October 22, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on October 22, 2024 at 801 N. Bryan Road, Mission, Texas and at 6:40 PM, the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Dennis Burleson
Ricardo A. Perez

All the above were present except Director Reyna. Participating in the Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, and Frances Blake. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Judy Vega, Joe Salazar, Damien D. Tijerina, and Executive Director Teclo J. Garcia.

AGENDA

I. Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Approve minutes of regular meeting of September 24, 2024, of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the October 22, 2024 meeting.

Upon a motion made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the October 22, 2024 meeting.

II. Adjournment

As there was no further business for the board to consider, upon a motion made by Director Burleson and seconded by Vice Chairman Chapa, the Board unanimously voted to adjourn the meeting at 6:41 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Tax Increment Reinvestment Zone
Board of Directors Special Meeting
November 21, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on November 21, 2024 at 801 N. Bryan Road, Mission, Texas and at 12:31 PM, the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Dennis Burleson
Ricardo A. Perez

All the above were present. Participating in the Zoom teleconference was Director Perez. Participating in person were J.P. Terrazas, Mayor Norie Gonzalez Garza, Judy Vega, Joe Salazar, Mike Perez, and Executive Director Teclo J. Garcia.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the special meeting of November 21, 2024.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Board of Directors at the special meeting of November 21, 2024.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 12:32 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**NOTICE OF REGULAR MEETING & PUBLIC HEARING
MISSION ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 30, 2024 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

Richard Hernandez, President
Jose G. Vargas, Vice President
Estella Saenz, Treasurer
Julian Alvarez
Mayor Norie Gonzalez Garza

ABSENT:

Deborah Cordova, Secretary
Carl Davis

ALSO PRESENT:

Eugene Vaughan, JGKL LLP
Lee McCormick, CDA

STAFF PRESENT:

Teclo J. Garcia, CEO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Project Manager
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Brianna Casares, Manager of Marketing & Programs

1. Call to Order and Establish Quorum.

After establishing a quorum of the Board of Directors, President Richard Hernandez called the regular meeting to order at 4:09 PM.

2. Invocation: President Richard Hernandez.

3. Pledge of Allegiance: Treasurer Estella Saenz.

4. Citizens Participation: None.

5. Approval of Minutes: Regular Meeting & Public Hearing of September 25, 2024

There being no corrections or additions, Julian Alvarez moved for approval of the minutes for the Regular Meeting and Public Hearing of September 25, 2024. Motion was seconded by Vice President Jose G. Vargas and approved 5-0.

6. Deliberation and possible action for acceptance of Unadjusted Financial Statement for September 2024.

Financial Officer Joe Salazar presented the Unadjusted Financial Statement for September 2024. Mr. Salazar reported that Total Revenues were \$611,240.23. Total Expenses were \$318,917.07, therefore leaving an unrestricted unadjusted fund balance of \$15,883,706.14. Total Assets, Liabilities, and Fund Balance matched at \$16,912,922.39. Long Term Debt Total

Balance of \$7,522,800.56. Mr. Salazar reported that MEDC does meet the two-month fund balance requirement of \$1,113,064.00. On the Statement of Net Position, Mr. Salazar noted a Total Fund Balance of \$15,883,706.14.

There being no corrections or additions, Treasurer Estella Saenz moved for acceptance of the Unadjusted Financial Statement for September 2024. Motion was seconded by Julian Alvarez and approved 5-0.

7. Deliberation & possible action for acceptance of Quarterly Report of Investments for the General Fund and Debt Service Fund, for Quarter ending September 30, 2024 and Interest Earned for Twelve Months Ending September 30, 2024.

Financial Officer Joe Salazar presented the Quarterly Report of Investments for the General Fund and Debt Service Fund, for Quarter ending September 30, 2024 and Interest Earned for Twelve Months Ending September 30, 2024. The Debt Service Fund balance as of June 30, 2024, was \$492,857.91. One of the CD's matured at \$249,000.00; therefore, the ending market value's balance as of September 30, 2024 was \$246,898.00. Interest earned was \$4,067.56. On the General Fund Investment schedule, Mr. Salazar reported that there was no investment activity this quarter other than in TexPool and as of June 30, 2024, the balance is \$4,584,418.63. Year-to-date interest earned for these investments was \$84,418.63. Moving forward, Mr. Salazar said that MEDC will have investments with local banks.

There being no corrections or additions, Vice President Jose G. Vargas moved for approval of the quarterly report. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

8. Deliberation and possible action for approval of Resolution No. 2024-11, Resolution of the Mission Economic Development Board of Directors regarding request of Permian Basin Water Resources, LLC, 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 noted that this resolution was an inducement resolution for Permian Basin Water Resources LLC, for the filing of an application for a \$35 million bond with the Texas Bond Review Board. Permian Basin Water Resources, LLC is a company designed to provide regulated utility services, including water, wastewater and reclaimed water, in certain unincorporated areas of Midland County, Texas. The bonds will be used to finance and refinance certain infrastructure and capital improvements to its water and wastewater treatment infrastructure operations in Midland, Texas. The project includes the construction of a water reclamation facility, a lift station, an irrigation plant, and a recycled water retention structure.

This is a conduit transaction for the MEDC. The applicant is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on the MEDC or the City of Mission in connection with the financing. There is potential "reputational risk" if the borrower defaults since the Mission Economic Development Corporation name is included on the bonds. Based on an initial transaction of \$35 million, MEDC is expected to receive approximately \$96,250 for serving as the Issuer of the bonds and an annual fee of \$8,750 until maturity. Mr. McCormick and MEDC CEO Teclo J. Garcia recommend approval.

Vice President Jose G. Vargas moved for approval of Resolution No. 2024-11. Motion was seconded by Mayor Norie Gonzalez Garza and approved 5-0.

Resolution No. 2024-11

Resolution regarding request of Permian Basin Water Resources, LLC, 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.

9. **Public Hearing – MEDC Fiscal Year 2025 proposed project consideration related to: (a) an economic incentive for infrastructure improvements related to the construction of a restaurant to be located on Victoria Drive, Lot 6A, M.E.D.C. Subdivision, Mission, Texas; and (b) a development loan (Project Noodles).**

At 4:28 PM, President Richard Hernandez opened the public hearing for any comments.

There were no comments.

At 4:29 PM, President Richard Hernandez closed the public hearing.

10. **Deliberation and possible action related to the approval of an Economic Development Performance Agreement for Project Noodles.**

CEO Teclo J. Garcia noted that on September 25, 2024, the MEDC Board authorized a Letter of Intention for Project Noodles (Kahn's Grill). The restaurant is currently in discussions to acquire Lot 6A, MEDC Land, for their latest Mongolian stir fry restaurant. MEDC intends to support the developer with an \$80,000 incentive and a loan of \$200,000. This \$3 million investment is expected to generate 30 jobs at their new location in Mission, with an annual payroll of \$500,000.00. The Economic Development Performance Agreement has been drafted and is now being presented for approval consideration. Mr. Garcia mentioned that after owner Rick Caballero gets funding, 60 days after the publication of the Notice of Intention to Undertake the Project (next agenda item), he has six months to break ground. Mr. Garcia recommends approval.

Julian Alvarez moved for the approval of an Economic Development Performance Agreement for Project Noodles (Kahn's Grill). Motion was seconded by Vice President Jose G. Vargas and approved 5-0.

11. **Deliberation and possible action to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project Noodles.**

Vice President Jose G. Vargas moved to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project Noodles. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

At 4:38 PM, President Richard Hernandez announced that the Mission Economic Development Board of Directors were convening in closed session.

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

Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following: Report from CEO as to potential prospect(s):

- A. Project Orange**
- B. Project ATL**
- C. Project Javelina**

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

M.E.D.C. Land

Consultation with Attorney and possible action (as permitted under Texas Government Code Section 551.071).

Perkins Lots Update

Deliberation and Possible Action regarding the appointment, employment, evaluation, reassignment, duties, or resignation of public officers (as permitted under Tex. Gov't Code Section 551.074 and 551.071).

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

At **5:31 PM**, President Richard Hernandez announced that the Mission Economic Development Board of Directors were convening in open session.

Motions are as follows:

Regarding Projects: Project Orange: No action

Project ATL: No action.

Project Javalina: No action.

Regarding Real Property:

M.E.D.C. Land: No action

Perkins Lots Update: No action.

Personnel Matters: President Jose G. Vargas moved for the approval to the CEO's pay as discussed in executive session. Motion was seconded by Julian Alvarez and approved 5-0.

13. CEO Report on Economic Development.

CEO Teclo J. Garcia mentioned his role on the Alliance for I-69-Board, where he represents MEDC. Mr. Garcia presented a map highlighting the highways that the Alliance for I-69 has enhanced. This organization is committed to improving highways as part of the National Interstate Highway System and has been active for approximately 20 years. The Board

includes local elected officials and community leaders from the Rio Grande Valley to Texarkana. Mr. Garcia has been a member of this Board for about 15 years and has participated in planning meetings. He sought to update the Board on the Alliance for I-69 and his involvement. Mr. Garcia emphasized that MEDC, like other supporters, provides funding for the Alliance, which is allocated to cover three paid positions, marketing and public relations efforts, and lobbying initiatives. Mr. Garcia also said that the Alliance for I-69 Board works closely with TxDOT and leaders in Mexico.

The Border Trade Alliance is an organization that promotes increased uninterrupted trade between the US and Mexico. It's members hail from California, Texas and Canada, and the Board primarily concentrates on produce and commodities. They collaborate closely with US Representatives and trade officers. Mr. Garcia shared that he appreciates his involvement with this Board, noting that they currently have two trade plans ready to advance based on the results of the Primary Election. The Board hosts an annual conference in Washington in June, in which they will be merging with another trade group from D.C., and they have a Board meeting scheduled in November 2024.

14. President Comments.

President Richard Hernandez sought to adjourn the Board meeting with a song after expressing gratitude to Mr. Garcia and the MEDC team for their efforts in organizing this meeting.

He thanked the Board of Directors for their service and reminded them of the upcoming Primary Election on Nov. 5, 2024, encouraging them to vote. Reflecting on the current divisions in the country, he reminisced about simpler times when children played outside, and neighbors helped one another. He emphasized that leadership starts here in our cities, our homes, and our neighborhoods. President Hernandez invited the Board to join him in singing "God Bless America", a song by Irving Berlin that gained popularity in 1938.

Mayor Norie Gonzalez Garza expressed appreciation for CEO Teclo J. Garcia's leadership and the outstanding MEDC team.

President Hernandez announced that there will be no Board meeting in November, with the next one scheduled for December 11, 2024.

15. Adjournment.

Vice President Jose G. Vargas moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 5-0. The meeting was adjourned at 5:58 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
NOV. 13, 2024 12:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

Richard Hernandez, President
Jose G. Vargas, Vice President
Deborah Cordova, Secretary
Julian Alvarez
Carl Davis
Mayor Norie Gonzalez Garza

ABSENT:

Estella Saenz, Treasurer

ALSO PRESENT:

Eugene Vaughan, JGKL LLP

STAFF PRESENT:

Teclo J. Garcia, CEO
Belen Guerrero, COO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Project Manager
Mike Perez, City Manager
Andy Garcia, Asst. City Manager
Naxiely Lopez-Puente, Director of
Communications & External Affairs

1. Call to Order and Establish Quorum

After establishing a quorum of the Board of Directors, President Richard Hernandez called the special meeting to order at 12:05 PM.

2. Invocation: Secretary Deborah L. Cordova.

3. Pledge of Allegiance: Carl Davis.

4. Citizen's Participation: None.

5. Deliberation and possible action for the approval of an audio and video contract with RGV-Electronics, LLC.

COO Belen Guerrero-Aguirre recommended approval of a contract with RGV-Electronics LLC for audio and video equipment. She highlighted that the current equipment in CEED's Lecture Hall is non-functional and needs replacement, emphasizing the importance of having operational equipment in this heavily used space. The proposed contract totals \$25,471.00 and includes four wall mounted HD TVs, a wireless microphone, audio digital sound processor, iPad with RTI license, various controllers and remotes, cables, switches, parts and components and programming labor, as outlined in the video integration system list. Upon approval, installation will be completed within two weeks.

Secretary Deborah L. Cordova moved to approve an audio and video contract with RGV-Electronics LLC. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

6. Deliberation and possible action for the approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to facility maintenance services.

COO Belen Guerrero-Aguirre noted that MEDC's Facility Manager Cathy Hernandez operates like a property manager, handling lease renewals, recruitment, and tenant work orders. This necessitates seeking third party help for plumbing, electrical, roofing, carpentry, and groundskeeping issues. She is seeking authorization for a \$50,000 annual Memorandum of Understanding (MOU) with the City of Mission to cut costs. Questions arose about groundskeeping services and city employees insurance. Ms. Guerrero-Aguirre clarified by stating that MEDC has a contract with a third-party vendor for landscaping services. It was suggested that groundskeeping services be included in the MOU. CEO Teclo J. Garcia said he will review the existing landscaping contract for a cancellation clause. City Manager Mike Perez emphasized the convenience due to the high cost of specialized skills and confirmed city employees insurance. He also noted that since the MOU exceeds \$24,999.00, City Council approval is required.

Secretary Deborah L. Cordova moved for approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to facility maintenance services. Motion was seconded by Julian Alvarez and approved 6-0.

7. Deliberation and possible action for the approval of a renewal option related to a Cooperation Agreement by and between Mission EDC and The University of Texas Rio Grande Valley.

CEO Teclo J. Garcia said that UTRGV has been at the CEED building since last year. Their small business development center outreach efforts include having a regional hub office in the CEED building. UTRGV provides grant-funded services at no cost to recipients. The services include small business training, economic development and technical assistance, and support for businesses wishing to expand in the Mission area. This contract is the same as last year's contract for a total of \$80,700.00 (payable quarterly for 12 months) beginning April 1, 2024 and ending March 31, 2025. UTRGV employs staff to operate and coordinate services provided at the hub. Mr. Garcia seeks renewal of the contract for one more year, prorated from April 1, 2024.

Mayor Norie Gonzalez Garza moved for approval of a second-year Cooperation Agreement by and between Mission EDC and The University of Texas Rio Grande Valley. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

8. Deliberation and possible action to authorize CEO to engage professional services with Hanna Solutions – Commercial Real Estate.

CEO Teclo J. Garcia announced that the real estate contract with the previous agent expired in July 2023, and since then, real estate services have not been required. However, the need has arisen for professional assistance, and he recommends Hanna Solutions – Commercial Real Estate to manage MEDC properties and marketing.

Julian Alvarez moved to authorize CEO to engage professional services with Hanna Solutions – Commercial Real Estate. Motion was seconded by Carl Davis and approved 6-0.

9. Adjournment.

President Richard Hernandez thanked the Board of Directors for their availability to attend this special Board meeting.

Secretary Deborah L. Cordova moved to adjourn the meeting. Motion was seconded by Vice President Jose G. Vargas and approved 6-0. The meeting was adjourned at 12:32 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

**NOTICE OF MEETING
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.
OCTOBER 30, 2024**

The Board of Directors of the Mission Economic Development Authority, Inc., held a regular meeting on Wednesday, October 30, 2024, at 4:00 PM, in person, at the Center for Education and Economic Development, 801 N. Bryan Road, Mission, Texas 78572, to discuss the following agenda:

1. Call to order and establish quorum.
2. Citizen's Participation.
3. Approval of minutes: Minutes of Special Meeting of August 28, 2024
4. Deliberation and possible action to accept unadjusted Financial Report ended September 30, 2024.
5. Update related to investments.
6. Adjournment.

Minutes are as follows:

PRESENT:

Richard Hernandez, Chair
Jose G. Vargas, Vice Chair
Estella Saenz, Treasurer
Mayor Norie Gonzalez Garza

ABSENT:

Deborah Cordova, Secretary

ALSO PRESENT:

Gene Vaughan JGKL LLP
Lee McCormick, CDA

STAFF PRESENT:

Teclo J. Garcia, CEO
Judy Vega, Executive Assistant
Joe Salazar, Financial Officer
Stephanie Mendiola, Project Manager
Andy Garcia, Asst. City Manager
Brianna Casares, Manager of Marketing
& Programs

1. Call to order and establish quorum.

After establishing a quorum of the Board of Directors, Chair Richard Hernandez called the meeting to order at 5:59 PM.

2. Citizen's Participation: None.

3. Approval of minutes: Special Meeting of August 28, 2024

There being no corrections or additions, Chair Jose G. Vargas moved for approval of the Special Meeting minutes of August 28, 2024. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

4. Deliberation and Deliberation and possible action to accept Unadjusted Financial Report ended September 30, 2024.

Financial Officer Joe Salazar presented and recommended acceptance of the Unadjusted Financial Report ended September 30, 2024.

Mr. Salazar reported that Total Revenues were \$484,852.00 with no expenditures. Total Assets were \$1,895,860.00, which matched the Liabilities and Fund Balance of \$1,895,860.00.

There being no corrections or additions, Treasurer Estella Saenz moved for acceptance of the Unadjusted Financial Report ended September 30, 2024. Motion was seconded by Vice Chair Jose G. Vargas and approved 4-0.

5. Update related to investments.

Financial Officer Joe Salazar noted that during the Board meeting of August 28, 2024, the MEDA Board of Directors adopted a MEDA Investment Policy, authorized participation in the TexPool Investment Pools, and approved a TexPool Investment Pools Participation Agreement. He explained that TexPool requires approved minutes of these actions; therefore, he will be sending those minutes to TexPool after this meeting. He also mentioned that, as a result, the account is currently inactive, and there are no reports available. Mr. Salazar mentioned that the account currently holds \$948,000; however, it is not generating any investment income at this time. An investment report will be provided in the next quarter.

No action was taken or required.

6. Adjournment.

At 6:04 PM, Vice Chair Jose G. Vargas moved to adjourn the meeting. Motion was seconded by Treasurer Estella Saenz and approved 4-0.

MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS REGULAR MEETING HELD ON OCTOBER 30, 2024 WERE APPROVED ON THIS THE 11TH DAY OF DECEMBER, 2024.

Deborah L. Cordova, Secretary