

**Mission Redevelopment Authority  
Board of Directors Meeting  
May 29, 2025**

**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, May 29, 2025, 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  
Andrew C. Riddle  
Dennis Burleson

All the above were present. Participating in the Zoom teleconference were Sanjay Bapat, Vidal Roman, Travis James, Colby Echols. Armando Sandoval and Ezeiza Garcia. Participating in person were J.P. Terrazas, Abel Bocanegra, Joe Salazar, Damian D. Tijerina, Ruben James de Jesus, Marissa Gerlach, Mike Perez, Andy Garcia, Judy Vega, and Executive Director Teclo J. Garcia.

**1. Call Meeting to Order at 12:04 PM.**

Chairman Martin Garza opened the meeting with a welcome to all and thanked Councilwoman Marissa Gerlach for joining the meeting.

**2. Citizens' Participation: None.**

**3. Approval of minutes: April 22, 2025**

There being no changes or corrections, upon a motion duly made by Director Burleson and seconded by Director Reyna, the Board unanimously approved the Board meeting minutes of April 22, 2025.

**4. Acceptance of Project Reports.**

Chairman Martin Garza recognized Romeo Barrera to report on the **Hoerner Street Project**. Mr. Barrera noted that a 100% submission of plans and cost estimates have been submitted to the City of Mission. The firm has not receive confirmation from Developer Dolly Elizondo to discharge stormwater into the existing pond on E. 1st Street near the Las Esperanza development. The originally proposed outfall to the detention pond has been eliminated in the new alternative. The firm is considering other alternatives and studying what's nearby on storm drainage systems. The best alternative was on Glasscock Road, but an easement would need to be acquired to connect the existing 36" storm line along Glasscock Road, which transitions into a 42" storm line, discharging into a network of ditches. City of Mission confirmation is required to ensure the downstream system can accommodate the additional flow. The required easement is a utility easement privately owned by Dr. Pechero and approval is needed to allow construction of the rerouted

storm line. No cost estimate on the easement is available and negotiations with the property owner will need to be made. Mr. Barrera mentioned that this alternative does increase the project's cost from \$923,161.08 to \$1,131,042.54, a difference of \$251,881.47. This includes \$45,000 for engineering services (re-design). Assistant City Manager mentioned that Developer Dolly Elizondo is planning on developing Phase II of Las Esperanzas, which will also have a hike and bike trail making the detention pond useful to her. It would be less expensive to negotiate with Ms. Elizondo rather than go with the proposed alternative due to the increase in the project's cost. Mr. Terrazas mentioned that Ms. Elizondo has been inquiring about park permit fees, which would be about \$100,000, a better alternative than \$251,881.47.

Upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chairman Chapa, the Board unanimously accepted the Hoerner Street Project report as presented.

Chairman Martin Garza recognized Dr. Rolando Ortiz with Killam Development, to provide a report on **El Milagro Phase I Project**. Dr. Ortiz mentioned that the project is substantially complete and that pending items and repaving of streets have been repaired or repaved. They are working with the City of Mission to re-test sewer system and also on the recording the final plat.

Upon a motion made by Secretary Aissa I. Garza and seconded by Director Moreno, the Board unanimously accepted **Killam Development's El Milagro Phase I** 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 that **Phase II** is the design portion of this project and stated that it has been broken into two, Inspiration Rd. and Military Parkway. He mentioned that comments received from TxDOT had been addressed, and that the railroad package was resubmitted to TxDOT. City of Mission will review and approve TxDOT's final approval, which will then be sent to Rio Valley Switching to put them on notice about work in the area. The firm continues to work on a 100% design plan for Inspiration Road. He is looking forward to an approval by mid-June or early July.

On **Phase III**, Mr. Tijerina said that this project consists of a re-evaluation of an environmental assessment (EA), done in November 2024. A hydrologic model update was completed and approved in August 2024.. The firm continues to wait to hear from TxDOT about their approval of the EA. Regarding ROW acquisition, which began in September 2024 (Section 1), Mr. Tijerina mentioned that what he reported last month has not changed, but he expects those numbers to change next month. For Inspiration Road a total of 22 parcels and 7 easements needs to be acquired, of which six have been acquired, three are in negotiations, two are closing, one is being appraised, and nine are in eminent domain. ROW acquisition for Military Parkway Loop (25 parcels) is on hold for this project.

Regarding the Advance Funding Agreement (AFA), the plans have been approved by TxDOT and the City of Mission for Inspiration Road. For Military Parkway Loop, the City of Mission did submit AFA forms to TxDOT, which they are currently processing.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Riddle, the Board unanimously accepted the **Inspiration Road/Military Parkway Loop for Phase II and III** as presented.

Chairman Martin Garza recognized Ruben James de Jesus 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. Mr. de Jesus mentioned that contractor RDH Site & Concrete has started dewatering the area with a large water pump where the installation of the lift station will take place.

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

Mr. de Jesus reported on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties-in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the re-routing of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Mr. De Jesus reported that AGUA SUD will be reviewing the proposed rate for pass through sewage. Their concern continues to be with electrical usage at their lift stations. Comparison of the established rates between 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 analyzed using an existing AGUA SUD easement. The alternative involves the installation of a gravity line parallel to the existing gravity line running to the Waste Water Treatment Plant, an \$8 million expense. AGUA SUD Board has authorized the General Manager to finalize a contract with the City of Mission for an agreement of the rerouting of Lift Station 10. City of Mission's legal counsel has finalized the contract, which will be presented to AGUA SUD for approval.

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

Mr. de Jesus provided an update on the **Walsh Road Expansion Project**, which includes the design and surveying needed to extend the road from Perez St. to Frontage Rd., covering approximately  $\frac{3}{4}$  of a mile. Mr. De Jesus reported that plans for this project are 90% complete. The proposed project will consist of a 60-ft ROW with a 36-ft back-to-back curb section and appraisal has been ongoing out on the remaining ROW needed to be acquired. Mr. de Jesus reported that design plans are currently 90% complete. Appraisal has been performed on the remaining ROW needed to be acquired. Offer letter and contract have been presented to landowner for his review. Melden & Hunt is currently pending final closing documents to be executed. Comments are being addressed from UID related to irrigation lines that may be affected. Final approval has been received from TxDOT for the proposed entrance.

Upon a motion made by Vice Chairman Albert X. Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the **Walsh Road Expansion Project** report as presented.

Mr. de Jesus reported on the **Glasscock & Bryan Road Project Sanitary Sewer Improvements Project**. He noted that contractor RDH held a pre-construction meeting on April 11, 2025 and a notice to proceed was issued on the week of April 14<sup>th</sup>. Construction materials have been ordered, and the firm has received approval from TxDOT on boring. Assistant City Manager mentioned that excavating will begin soon and reported that in experience, quicksand has been an issue in that area. Mr. de Jesus said that this project will be done in phases and reroute some of the sewer lines quicker to facilitate discharge issues. The project is expected to be completed within 18 months.

Upon a motion made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously accepted the **Glasscock & Bryan Road Project Sanitary Sewer Improvements** as presented.

Chairman Martin Garza recognized Assistant City Manager J.P. Terrazas to provide an update on the **TIRZ Building (1301 E. 8<sup>th</sup> Street) Improvements**. Mr. Terrazas noted that the city will begin in-house remodeling of the building on Monday, July 2, 2025. He provided an update on the proposed elevator and said that the city has gone out for bid letting twice and twice the bids have come in too high. The third option was to seek a vendor from BuyBoard, from which two quotes were received with one being \$350,000, which is lower than the two prior bids received. Unfortunately, the vendor, with the estimate of

\$350,000, his contract with BuyBoard was not active. The plan is to reject the prior higher two bids and re-bid the project a third time. Mr. Terrazas feels a better outcome will happen since more contractors are interested in the project. He noted that once bids are received, it is more likely that staff will be requesting additional funding since the estimate from the architect was \$200,000 for the elevator.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously accepted the **TIRZ Building (1301 E. 8<sup>th</sup> Street) Improvements** as presented.

**5. Executive Session Pursuant Executive Session Pursuant to V.T.C.A. Gov't Code Section 551.071, Section 551.072, Section 551.074, 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 Executive Director as to potential project(s).**

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

The Board did not convene in Executive Session.

**6. TIRZ #1 Project & Finance Plan Update.**

Executive Director Teclo J. Garcia announced that a draft of the Project & Finance Plan Update has been provided to the Board for review. Consultant Travis James from TXP, Inc., who prepared the draft, was available via teleconference to address any questions. Mr. Garcia indicated that the draft will be finalized for approval at the next Board meeting and subsequently presented to the City Council. Key points highlighted included a chart showing revenue assumptions for the next 20 years, based on a potential 15-year extension of the TIRZ, which Mr. Garcia believes has a robust budget for future projects.

Mr. James previously presented a cost forecast and categorized projects. He noted that Page 15 lists funds available for eligible projects, alongside a background of the original project list. The report outlines a 15-year outlook on project costs and potential debt issuance. This update will benefit both current and future Board members, serving as an introduction to recent developments since the TIRZ's inception. Mr. James mentioned that the document could be updated in the future, while Mr. Garcia emphasized that the Board could amend the plan as needed.

City Manager Mike Perez inquired about funding for state projects like Bryan and Taylor Roads, suggesting reimbursement agreements for Board approval to expedite funding. Chairman Martin Garza confirmed that the City can present such agreements before bond issuances, as previously done. Financial Advisor Colby Echols indicated that the next bond issuance, anticipated after 2030, could range from \$40 to \$78 million based on projected growth rates of 3% to 8%. Mr. Garcia noted that projections up to 11% have been analyzed within the TIRZ zone.

Mr. James proposed updates every two years for the TIRZ Project & Finance Plan. Chairman Martin Garza recommended formalizing a policy for the update, which Legal Counsel Sanjay Bapat supported. Mr. James suggested scheduling updates in the fall, after property values stabilize. Secretary Aissa I. Garza raised questions about large amounts on Page 18, requesting clearer explanations or descriptions. Mr. James agreed to provide more details. She also inquired about allowable expenses in the TIRZ documentation, to which Mr. James explained that legal requirements dictate descriptions of project amounts and

improvements, while some fees, like the Municipal Services Fee, are not listed. Secretary Garza proposed a workshop to discuss the Project & Finance Plan Update further, with Chairman Garza suggesting it be held a week before the next Board meeting on June 24, 2025. Staff will coordinate the scheduling of this workshop.

**7. Discussion and possible action related to a Municipal Services Fee Agreement with the City of Mission.**

Executive Director Teclo J. Garcia presented the Municipal Services Fee Agreement between the City of Mission and the Authority, aimed at supporting municipal maintenance services. This agreement was discussed at a March 8, 2025, in a joint meeting with City Council members, TIRZ, and Mission EDC Boards. The TIRZ will fund the City \$600,000 annually from fiscal year 2026, increasing by \$50,000 each year until 2030, with a prorated amount of \$250,000 provided monthly now until September 30, 2025.

As stated in last month's Board meeting minutes, Secretary Aissa I. Garza recalled the Board's consensus to fund \$600,000 immediately and questioned any cash flow issues. Mr. Garcia raised concerns about retroactive payments, while legal counsel confirmed that the Board could proceed with the \$600,000. Financial Officer Joe Salazar stated that cash flow was not an issue.

Director Burleson moved to approve the Agreement with a \$250,000 prorated payment, pending verification of the minutes. Secretary Garza proposed a motion to change the payment to a \$600,000. Director Burleson retracted his motion.

Secretary Aissa I. Garza moved to approve the Municipal Services Fee Agreement with the City of Mission with a change in the amount of the payment from \$250,000 prorated, to \$600,000. Motion was seconded by Director Efrain Reyna Jr. and approved unanimously.

The Municipal Services Fee Agreement will be presented to City Council for approval at their next meeting of June 9, 2025.

**8. Discussion and possible action regarding an Amendment to the Authority's Fiscal Year 2025 Budget.**

Financial Officer Joe Salazar presented this item by saying that due to the Municipal Services Agreement that was just approved, a new line in the budget is needed for the \$600,000 payment and future payments.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board approved an Amendment to the Authority's Fiscal Year 2025 Budget unanimously.

**9. Discussion and possible action regarding Mission Redevelopment Authority's Investment Policy.**

Mr. Salazar presented the Authority's Investment Policy and mentioned that the policy has not changed from last year's policy. He mentioned that the Authority has done well with their investments this year and noted that we strive to continue to work with good strategic plans to maximize investments.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Vice Chairman Albert X. Chapa, the Board unanimously approved the Mission Redevelopment Authority's Policy as presented.

**10. Acceptance of Unadjusted Financial Report for April 2025.**

Financial Officer Joe Salazar presented the Unadjusted Financial Report for the month of April 2025.

As there were no corrections and additions to the report, upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously accepted the Unadjusted Financial Report for April 2025.

**11. Approval of invoices for May 2025.**

Financial Officer Salazar called attention to Invoice #345 from the City of Mission in the amount of \$1,488,667.00. The invoice is related to the Taylor Road Project previously approved by the Board in the amount of \$1.5 million. This invoice will be paid with remaining funds from the Authority's 2017 Bond Series.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously approved all invoices for the month of May 2025 as presented.

**12. Adjournment.**

Chairman Garza thanked everyone for participating at this meeting.

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 1:37 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  
May 29, 2025**

**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 May 29, 2025 at 801 N. Bryan Road, Mission, Texas and at 1:38 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  
Andrew C. Riddle  
Dennis Burleson

All the above were present. Participating in the Zoom teleconference were Sanjay Bapat, Vidal Roman, Travis James, Colby Echols. Armando Sandoval and Ezeiza Garcia. Participating in person were J.P. Terrazas, Joe Salazar, Marissa Gerlach, Mike Perez, Andy Garcia, Judy Vega, and Executive Director Teclo J. Garcia.

**I. Consider Consent Agenda**

- A. Call meeting to order and establish quorum.
- B. Approve minutes of meeting of April 22, 2025, of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the May 29, 2025 meeting.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Board of Directors at the meeting of May 29, 2025.

**II. Adjournment**

As there was no further business for the board to consider, upon a motion duly made by Vice Chairman Albert X. Chapa and seconded by Director Burleson, the Board unanimously voted to adjourn the meeting at 1:39 PM.

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

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

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

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

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

**NOTICE OF REGULAR MEETING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
JUNE 18, 2025 4:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Deborah L. Cordova, Vice President  
Estella Saenz Secretary  
Julian Alvarez, Treasurer  
Carl Davis  
Councilwoman Marissa Gerlach served in the Mayor position

**ABSENT:**

Jose G. Vargas

**ALSO PRESENT:**

Greg Kerr, JGKL LLP  
Mark Hanna, Hanna Solutions

**STAFF PRESENT:**

Belen Guerrero, COO  
Judy Vega, Executive Assistant  
Joe Salazar, Financial Officer  
Stephanie Mendiola, Director of Business Development  
Mike Perez, City Manager  
Naxiely Lopez-Puente, Director of Programs & Strategic Partnerships  
Brianna Casares, Marketing Manager  
Manuel Rodriguez, Receptionist/Marketing Asst.

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

After establishing a quorum of the President Richard Hernandez called the meeting to order at 4:04 PM.

**2. Invocation:** Vice President Deborah L. Cordova

**3. Pledge of Allegiance:** Treasurer Julian Alvarez

**4. Citizens' Participation:** None

**5. Approval of Minutes: Regular Meeting of May 21, 2025.**

There being no corrections or additions, Carl Davis moved for approval of the meeting minutes of May 21, 2025. Motion was seconded by Treasurer Julian Alvarez and approved 6-0.

**6. Deliberation and possible action for acceptance of Unadjusted Financial Statement for May 2025.**

Financial Officer Joe Salazar presented and recommended approval of the Unadjusted Financial Statement for May 2025.

President Richard Hernandez asked Mr. Salazar about a loan proceed of \$1,475,000. Mr. Salazar explained that this revenue was received in May and is related to financing for the Shary Golf Course lighting project.

In addition, Mr. Salazar mentioned that the MEDC's sales tax collection for the month of June 2025 increased by 6.25% compared to last years' in June.

There being no corrections or additions, Secretary Estella Saenz moved for approval. Motion was seconded by Vice President Deborah Cordova and approved 6-0.



**7. Deliberation and possible action regarding City of Mission Invoice No. 17 in the amount of \$266,963.81.**

Financial Officer Joe Salazar presented this item by saying that this invoice is related to the final payment for Posilico Civil Inc., Shary Village Industrial Park Project. Payment will be made from Killam Development funds held in escrow by MEDC. The City of Mission has expensed the costs associated with this work, and this invoice serves as a request for reimbursement.

Vice President Deborah L. Cordova moved for approval of City of Mission Invoice No. 17 in the amount of \$266,963.81. Motion was seconded by Secretary Estella Saenz and approved 6-0.

At **4:18 PM**, President Richard Hernandez called for a motion to enter into closed session.

Carl Davis moved to go into closed session. Motion was seconded by Vice President Deborah L. Cordova and approved 6-0.

**8. 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 Crust**
- B. Project Javelina**
- C. Project Tiger**

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

- A. M.E.D.C. Land**
- B. Perkins Lots Update**

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

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

At **5:00 PM**, President Richard Hernandez announced that the Mission Economic Development Board of Directors were convening in open session.

No action was taken on any of the items discussed in closed session.

**9. CEO Report on Economic Development.**

In the absence of CEO Teclo J. Garcia, Chief Operating Officer Belen Guerrero shared that MEDC collaborated with the RGV Partnership on the recent Commercial Investment Tour. It was an event that showcased the commercial development that is occurring within the City of Mission. A panel featuring various Mission developers participated and shared their ongoing projects.

In addition, a future Social Fest event was announced. This idea originated from past social media summit conferences hosted by MEDC. MEDC has partnered with Brand Geniuz in the coordination of this event. It is planned to be the biggest social media conference within south Texas to date. Its mission

is to bring the big city social media conference experience from places like Dallas and Houston to the Rio Grande Valley.

On June 13, 2025, Ruby Red Ventures – The Competition took place at CEED. This event was in collaboration with UTRGV, where participants took advantage of the Kauffman FastTrac program. A total of 12 entrepreneurs competed for the top three prizes. The winners were: 1<sup>st</sup> Place - Consuelo Behavioral Health Services; 2<sup>nd</sup> Place - Pet Lovers Pet Salon; and 3<sup>rd</sup> Place was Patisserie by M.

#### **10. President Comments**

President Richard Hernandez relinquished his duties to Vice President Deborah L. Cordova to present comments. Vice President Deborah L. Cordova expressed her gratitude to the MEDC board and staff for their work on the various projects aimed at improving the City of Mission and its small business community.

#### **11. Adjournment**

Carl Davis moved to adjourn the meeting. Motion was seconded by Secretary Estella Saenz and approved 6-0. The meeting was adjourned at 5:19 PM.

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Richard Hernandez, President

ATTEST

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Estella Saenz, Secretary

**NOTICE OF MEETING  
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.  
APRIL 16, 2025**

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, April 16, 2025, at 4:00 PM, 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. Citizens' Participation.
  3. Approval of Minutes – January 22, 2025.
  4. Discussion and possible action regarding the acceptance of Unadjusted Financial Report ended March 31, 2025.
  5. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001.  
Deliberation and possible action regarding appointment of Executive Director (as permitted under Tex. Gov't Code Sec. 551.074).  
The Mission Education Development Council Board of Directors will reconvene in open session to take any actions necessary.
  6. Adjournment.
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Minutes are as follows:

**Members Present:**

Richard Hernandez, Chair  
Deborah L. Cordova, Vice Chair  
Estella Saenz, Secretary  
Julian Alvarez, Treasurer  
Jose G. Vargas  
Carl Davis  
Mayor Norie Gonzalez Garza

**Absent:**

**Also Present:**

Gene Vaughan, JGKL LLP

**Staff Present:**

Belen Guerrero, Executive Director  
Teclo J. Garcia, CEO  
Judy Vega, Executive Assistant  
Joe Salazar, Financial Officer  
Stephanie Mendiola, Director of Business Development  
Naxiely Lopez-Puente, Director of Programs & Strategic Partnerships  
Brianna Casares, Marketing Manager

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

Chair Richard Hernandez called the meeting to order at 6:34 PM.

**2. Citizens' Participation: None.**

**3. Approval of Minutes: January 22, 2025**

Carl Davis moved for approval of the meeting minutes of January 22, 2025 as presented. Motion was seconded by Treasurer Julian Alvarez and approved 7-0.

**4. Discussion and possible action regarding the acceptance of Unadjusted Financial Report ended March 31, 2025.**

Financial Officer Joe Salazar presented and recommended acceptance of the financial report ended March 31, 2025. Mr. Salazar began his report by saying that Total Assets and Total Liabilities matched at \$173,248.73. Total Revenues were \$10,128.49. Total Expenses were \$6,000.00 leaving a Net Income of \$4,128.49. Interest earned for quarter ending March 31, 2025 was \$128.49.

Jose G. Vargas moved to accept the Unadjusted Financial Report ended March 31, 2025. Motion was seconded by Vice President Deborah L. Cordova and approved 7-0.

At **6:36 PM**, Chair Richard Hernandez announced that the Mission Education Development Council would convene in closed session.

**5. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001. Deliberation and possible action regarding appointment of Executive Director (as permitted under Tex. Gov't Code Sec. 551.074).**

**The Mission Education Development Council Board of Directors will reconvene in open session to take any actions necessary.**

At **6:47 PM**, Chair Richard Hernandez announced that the Mission Education Development Council would be reconvening in open session. Jose G. Vargas moved to reconvene in open session. Motion was seconded by Carl Davis and approved 7-0.

**Motion:** Treasurer Julian Alvarez moved to accept Teclo J. Garcia's resignation as Executive Director of the Mission Education Development Council, and appointed Tania Belen Guerrero as Executive Director. Motion was seconded by Secretary Estella Saenz and approved 7-0.

**6. Adjournment**

The meeting was adjourned at 6:49 PM.

**MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC. BOARD OF DIRECTORS MEETING HELD ON APRIL 16, 2025 WERE APPROVED ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.**

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Estella Saenz, Secretary

**NOTICE OF MEETING  
MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.  
APRIL 16, 2025**

The Board of Directors of the Mission Economic Development Authority, Inc., held a meeting on Wednesday, April 16, 2025, 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. Approval of minutes: January 22, 2025
3. Deliberation and possible action to accept Unadjusted Financial Report ended March 31, 2025.
4. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter ending March 31, 2025 and Interest Earned for Six Months Ending March 31, 2025.
5. Closed Session Pursuant to V.T.C.A. Gov't Code Sec. 551.001  
Deliberation and possible action regarding the purchase, exchange, lease, or value of real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:  
Project Push Water  
Consultation with Attorney and possible action regarding (as permitted under Texas Government Code Section 551.071).  
The Mission Economic Development Authority Board of Directors will reconvene in open session to take any actions necessary.
6. Adjournment

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***Minutes are as follows:***

**PRESENT:**

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

**ABSENT:**

**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, Director of Business Development  
Mike Perez, City Manager  
Andy Garcia, Asst. City Manager  
Naxiely Lopez-Puente, Director of Programs & Strategic Partnerships  
Brianna Casares, Marketing Manager

**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 6:28 PM.

**2. Citizens' Participation:** None.

**3. Minutes of minutes: January 22, 2025.**

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of January 22, 2025. Motion was seconded by Secretary Estella Saenz and approved 5-0.

**4. Deliberation and possible action to accept Unadjusted Financial Report ended March 31, 2025.**

Financial Officer Joe Salazar presented and recommended approval of the Unadjusted Financial Report ended March 31, 2025.

Mr. Salazar began his report by saying that Total Revenues were \$7,414. No Expenditures were reported for this quarter. Ending Fund Balance was \$1,904,651. Total Assets, Liabilities and Fund Balance matched at \$1,904,651.

There being no corrections or additions, Mayor Norie Gonzalez Garza moved for approval. Motion was seconded by Treasurer Jose G. Vargas and approved 5-0.

**5. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter ending March 31, 2025 and Interest Earned for Six Months Ending March 31, 2025.**

Financial Officer Joe Salazar presented the Quarterly Report of Investments ending March 31, 2025 and Interest Earned for Six Months Ending March 31, 2025.

Mr. Salazar noted that there are no investments or CDs other than what the Authority has in Market Value which totaled \$408,790.52 with a Year-to-Date Interest earned of \$8,790.52.

There being no corrections or additions, Secretary Estella Saenz moved for acceptance. Motion was seconded by Treasurer Jose G. Vargas and approved 5-0.

At **6:31 PM**, Chair Richard Hernandez announced that the Mission Economic Development Authority Board of Directors was convening in closed session. Mayor Norie Gonzalez Garza moved to convene in closed session. Motion was seconded by Treasurer Jose G. Vargas and approved 5-0.

**6. Closed Session Pursuant to V.T.C.A. Gov't Code Sec. 551.001**

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

**Project Push Water**

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

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

At **6:33 PM**, Chair Richard Hernandez announced that the Mission Economic Development Authority Board of Director was reconvening in open session. Treasurer Jose G. Vargas moved to reconvene in open session. Motion was seconded by Secretary Estella Saenz and approved 5-0.

Regarding Project Push Water: No action was taken.

**7. Adjournment**

At 6:34 PM, Mayor Norie Gonzalez Garza moved for adjournment. Motion was seconded by Secretary Estella Saenz and approved unanimously 5-0.

**MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC. BOARD OF DIRECTORS MEETING HELD ON APRIL 16, 2025 WERE APPROVED ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.**

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Estella Saenz, Secretary

**MINUTES FOR THE  
MISSION CIVIL SERVICE COMMISSION  
July 10, 2025**

**Commission-Present**

**Polo Garza-Chairman  
Guillermo Delgadillo-Vice-Chair-A  
Robert Pena-Member**

**Staff Present**

**Jesse Lerma Jr-CS Director  
Noemi Munguia-HR Director  
Mike Silva-Fire Chief  
Rey Perez-Asst Chief of Police  
Joey Flores-DC FD**

**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-June 16, 2025**

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

**Approval of the Mission Fire Department LT's Promotional Examination Scores and the Creation of a New Eligibility List**

Mr. Lerma advised the Commission that they conducted the exam on June 26, 2025. He advised them that two (2) individuals participated and both passed.

Daniel Lopez 95 plus 10 points for seniority-105

Mauricio Rosales-95 plus 10 points for seniority-105

After a brief discussion, Mr. Pena made a motion to approve the scores as presented.

Mr. Garza seconded the motion. Motion was approved unanimously. Mr. Lerma advised them that they would be promoted immediately, but that they would have to test again due to still having one opening.



#### **Approval of Mission Fire Department Examination Schedule for LT (2)**

Mr. Lerma advised the Commission that they had to continue trying to fill the LT's positions open. He presented the following schedule for approval:

1. Post Resource List-July 10, 2025
2. 30 Day Notice-September 8, 2025
3. Deadline to Submit MOI-September 26, 2025
4. Date of Examination-October 9, 2025

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

**\*This item was originally approved then rescinded and finally approved with the stipulation that individuals with less than two years of service in classification directly below will be allowed to test as allowed by Ch. 143.030 (d) when there is not an adequate number of persons to take the examination with the two years of service.**

#### **Approval of Mission Fire Department Resource List for LT (2)**

Mr. Lerma advised the Commission that they were submitting the resource list for approval and made a point that Chief Silva was recommending the addition of their department's policy manual. The recommended sources were the following:

1. "Building Construction Related to the Fire Service", 4<sup>th</sup> Edition
2. "Fire and Emergency Company Officer" 6<sup>th</sup> Edition part "A" only
3. Mission Fire Department Policy Manual

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

#### **Approval of Mission Fire Department CPT's Promotional Examination Scores and the Creation of a New Eligibility List**

Mr. Lerma advised the Commission that they conducted the exam on June 26, 2025. He advised them that they had five (45) participants and only one passed.

1. Rogelio Leal 71 plus 10 points for seniority-81

Mr. Lerma advised the Commission that LT Leal would be promoted immediately. After a brief discussion, Mr. Pena made a motion to approve the scores and to create a new eligibility list as presented. Mr. Garza seconded the motion. Motion was approved unanimously.

#### **Pending Business**

Mr. Lerma advised them that they had a ENG's exam on July 31, 2025 and a hearing for LT Ruben Gaytan on August 7-8, 2025.

#### **Adjourn**

The meeting was adjourned at 8:45 a.m.

**CITIZEN'S ADVISORY COMMITTEE**  
**June 25, 2025**  
**Public Hearing/Regular Meeting**

**Members Present**

Lorenzo Garza-Chairman  
Emigdio Villanueva, Jr.-Vice Chairman  
Roxanne Méndez  
Zoreida Lopez  
Francisco Cadena  
Marsha Terry  
Ruben Davila Lozano  
Clarisa Y. Ríos

**Members Absent**

Monika Rosales-Flores

**Staff Present**

Michael J. Elizalde  
Esther G. Rivera

**Call Public Hearing to Order and Establish Quorum**

Chairman Garza called the Public Hearing to order at 5:34 pm. Esther G. Rivera conducted roll call. She stated that six members were present, therefore there was a quorum. Ms. Terry joined the meeting at 5:41 p.m. and Ms. Mendez joined the meeting at 6:05 p.m.

**Citizens Participation**

Chairman Garza asked if any citizens were present to discuss any items on the agenda or express their concerns. No citizens were present and no comments were received. Chairman Garza continued to the next agenda item.

**Discussion and Recommendation on Substantial Amendment to Annual Action Plan FY 2024/2025**

Mr. Elizalde stated this was the 1<sup>st</sup> public hearing at Speer Memorial Library presenting the Substantial Amendment in the amount of \$60,783.79 rolled over from FY 2023-2024 to reprogram for FY 2024/2025. Of this amount, \$40,000.00 is proposed for the Sewer/manholes improvements project; \$10,566.11 for the Astroland Storm Sewer Improvements project to match the additional funds required from the grant received from the Water Development Board; and \$10,217.68 for CDBG Administration. The 2<sup>nd</sup> public hearing will be held on July 14, 2025 at the City Hall Council Chambers. Chairman Garza inquired if the proposed amount is to bring for the next city council meeting for approval. Mr. Elizalde confirmed this and advised no action was required since this is the 1<sup>st</sup> public hearing for the proposed Substantial Amendment. After a brief discussion, Chairman Garza continued with the next agenda item.

**Discussion and Recommendation on Proposed Annual Action Plan FY 2025/2026**

Mr. Elizalde stated this is the 2<sup>nd</sup> and final public hearing to present the recommendation proposed for the Annual Action Plan FY 2025/2026. He informed the total HUD allocation in the amount of \$992,431.00 with an additional amount of \$77,195.00 in program income for a grand total of \$1,069,626.00 for FY 2025/2026. Mr. Elizalde advised that included in their packet was the list of proposed agencies/projects recommended to allocate the funds. Presented at the public hearing at the city council on Monday not comments or oppositions. Mr. Villanueva commented on this city council has made their final recommendations. Mr. Elizalde comments that the public hearing was for citizens and city council can make their recommendations at the council meeting in July. A question was asked about what services CAMP University offers to the citizens. Mr. Elizalde gave a brief overview of all the services the agency provides to the citizens. Chairman Garza ask if mayor and city council have and objections or questions in regards to in placement of funds for the propose

Annual Action Plan. Mr. Elizalde comments that Mayor and city council has had a chance to review the Annual Action Plan at the workshop. The goal for Mayor and council is to utilize as much CDBG funds and grant funds for infrastructure projects. Chairman Garza asks if any CAC members has any question or concerns in regards to the Annual Action Plan. Mr. Elizalde stated that he wants to have secondary projects in case a project does not happen. He wants to get the committee input on what projects they would like to see as secondary. Committee discussed the options for the secondary projects, wanting to see improvements to the Boys and Girls Club, Speer Memorial Library and park improvements. Committee discussion on the Fire Department project. After a brief discussion, Chairman Garza continued with the closing of the public hearing.

#### **Close Public Hearing Open Regular Meeting**

Chairman Garza thanked the staff for the update on the Substantial Amendment to Annual Action Plan FY 2024/2025 and proposed Annual Action Plan FY 2025/2026. He asked for a motion to close the Public Hearing and Open the Regular Meeting. Ms. Mendez motioned to close the Public Hearing and Open the Regular Meeting. Ms. Lopez seconded the motion. Motion carried unanimously (8-0). Chairman Garza closed the Public Hearing and opened the Regular Meeting at 6:10 p.m.

#### **Citizens Participation**

Chairman Garza asked if any citizens were present to discuss any items on the agenda or express their concerns. No citizens were present and no comments were received. Chairman Garza continued to the next agenda item.

#### **Discussion and Recommendation to Approve Minutes for Public Hearing/Regular Meeting held on June 2, 2025**

Chairman Garza asked the members if they had reviewed the minutes of the Public Hearing/Regular Meeting held on June 2, 2025. Ms. Rivera inquired if there were any questions or comments. Vice-Chairman Villanueva abstained from voting due to not being present at the meeting and Ms. Rios abstained since this being her first meeting. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Terry motioned to approve the minutes as presented. Ms. Lopez seconded the motion. Motion carried unanimously (8-0).

#### **Discussion and Recommendation to Approve Applicants for HAP Phase 24-I**

Mr. Elizalde presented the Memorandum to Approve Applicants for Housing Assistance Program (HAP) Phase 24-I. He informed that the two (2) applicants have been recertified, are eligible for rehabilitation assistance, and ready for processing. After a brief discussion, Chairman Garza asked for a motion to approve Applicants for HAP Phase 24-I as presented. Ms. Lopez motioned to approve the Applicants for HAP Phase 24-I as presented. Ms. Mendez seconded the motion. Motion carried unanimously (8-0).

#### **Other Business**

##### **A. Progress Report: CDBG-May**

Ms. Rivera presented May Unofficial Progress Reports for CDBG expenditures received to date for the agencies, housing and administration. Chairman Garza discussed how all agencies should be in the range of 70% to 75% on their expenditures. He inquired on status of HOPE Family Health Center, Children's Advocacy, AHSTI and the department projects status to expense their funds. Mr. Elizalde explained that staff contacted HOPE recently and were informed that they are working on their invoice to submit in July. He advised scheduled meeting with the director of Children's Advocacy the following week; making them aware of awarded funding and foresees funds being expensed rapidly. Ms. Rivera informed that AHSTI submitted a request around

\$15,000.00 this month and would be following up with agency on status of other applicants that will be closing soon. Ms. Terry requested to see if Affordable Home of South Texas could do a presentation on status of their projects at the next CAC meeting. Mr. Elizalde advise he would contact them and make the arrangement to attend. Mr. Elizalde explained that the infrastructure projects are underway and pending to receive invoices for processing within a month or two. He stated that Parks & Recreation Connectivity Trail will be having their ground breaking soon and waiting of the County Precinct 3 to advise on the date. After a brief discussion, Chairman Garza asked for a motion to approve CDBG May progress report as presented. Vice-Chair Villanueva motioned to approve the Progress Report as presented. Ms. Mendez seconded the motion. Motion carried (8-0).

**B. Progress Report: CDBG-CV May**

Ms. Rivera presented May Unofficial Progress Reports for CDBG-CV expenditures received to date. Chairman Garza discussed how the CDBG-CV have not exhausted their funds. Ms. Rivera information that Affordable Homes and the Fire Department with the assistance of the Park and Recreation have submitted recently invoice and expect for funding to be exhausted within two months. After a brief discussion Chairman Garza asked for motion to approve CDBG-CV May progress report as presented. Vice-Chair Villanueva motioned to approve the Progress Report as presented. Ms. Mendez seconded the motion. Motion carried (8-0).

**Citizen's Advisory Committee Members/Director's Comments:**

**A. Chairman's Comments**

Chairman Garza introduced himself to Ms. Clarisa Rios and welcome her to the committee. He briefly informed of his commitment to the committee and the CDBG program for the benefit of the community. Chairman Garza then proceed to give the other members and staff the opportunity to introduce themselves.

**B. Committee Member's Comments**

All members present introduced themselves and welcomed Ms. Rios to the Citizen's Advisory Committee. Vice Chairman Villanueva stated his involvement as well as the others members of caring for the needs of the community and why he became a member of this committee. Ms. Rios was asked to introduce herself and her interest to become a Citizen's Advisory Committee member. Mr. Rios informed she worked with the La Joya School District and lives in Mission. She is interested in being involved with the community, would like the City to grow, and assist families with programs offered.

**C. Director's Comments**

Mr. Elizalde introduced himself and welcomed Ms. Rios to the Citizen's Advisory Committee. Mr. Elizalde thanked Ms. Rios for becoming part of the committee and informed her that she was welcome to visit our office and any questions she may have to contact him. Mr. Elizalde thanked the members and expressed his appreciation for their commitment and time to attend the meeting.

**Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Ms. Lopez motioned to adjourn the meeting. Ms. Mendez seconded the motion. Motion carried unanimously (8-0). The meeting was adjourned at 6:56 p.m.