

**Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
September 26, 2023**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a regular meeting open to the public, by teleconference and in person, on September 26, 2023, at 801 N. Bryan Road, Mission, Texas and at 5:53 PM, the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present except Secretary Aissa I. Garza and Chairman David M. Penoli. Participating via Zoom teleconference was Tim Austin, Angie Vela, Randy Perez, Stephanie Palacios, and Ezeiza Garcia. Participating in person were Mayor Norie Gonzalez Garza, J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chávez, Joe Salazar, Cristian Garza, Colby Eckols, Damien B. Tijerina, Rubén James de Jesús, and Judy Vega.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum
- B. Approve Minutes of the August 31, 2023 meeting of the TIRZ#1
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the September 26, 2023 meeting

Upon a motion duly made by Director O'Caña and seconded by Director Reyna, the Board unanimously approved the minutes of August 30, 2023 meeting of the TIRZ#1

Upon a motion duly made by Reyna and seconded by Director Chapa, the Board unanimously approved the consent agenda.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Director Reyna and seconded by Director O'Caña, the Board unanimously voted to adjourn the meeting at 5:55 PM.

By: _____

Attest: _____

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**NOTICE OF REGULAR MEETING & PUBLIC HEARING
MISSION ECONOMIC DEVELOPMENT CORPORATION
SEPTEMBER 27, 2023 4:00 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

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

ABSENT:

ALSO PRESENT:

Eugene Vaughan, JGKL LLP
Matt Jones, JGKL LLP
Lee McCormick, President, CDA
Adrian Arriaga, Sperry Commercial Group

STAFF PRESENT:

Tecló J. Garcia, Chief Executive Officer
Stephanie Palacios, Financial Officer
Judy Vega, Executive Assistant
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director

1. Call to Order and Establish Quorum

After establishing a quorum of the Board of Directors, President Richard Hernandez called the meeting to order at 4:07 PM

2. Approval of Minutes: August 30, 2023

Carl Davis moved for approval of the meeting minutes of August 30, 2023 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

3. Acceptance of Adjusted Financial Statements for July 2023

Financial Officer Stephanie Palacios presented and recommended approval of the adjusted financial statements for July 2023.

Secretary Deborah L. Cordova moved for acceptance of the adjusted Financial Statement for July 2023 as presented. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

4. Deliberation and possible action related to approval of Amendment to MEDC's FY 2022-2023 Budget.

Financial Officer Stephanie Palacios presented and recommended approval of the Amendment to MEDC's FY 2022-2023 Budget and briefly explained them as follows:

- MEDC Fund 21- Transfers Out (\$1,717,472.50/Transfers Out) – Necessary for principal loan and debt service funds.
- MEDC Fund 21- Wagner Peyser (\$6,346.20/Revenues & \$6,346.20/Expenditures) – Necessary for the Wagner Peyser Fund for FY 2022-2023
- MEDC Fund 41- Debt Service (\$1,717,472.50/Transfers In & \$2,214,668.07/Expenditures) – Necessary for the principal payments made to pay off the 2010 refunding bond, the 2016 Lone Star National Bank loan, and the principal payment made to the 2018 PNC Bank loan.
- MEDC Fund 51- Capital Projects (\$15,869.10/Expenditures) – Necessary to allocate funds for the purchase of the CEED building office equipment.

There being no corrections or additions, Vice President Jose G. Vargas moved to approve the Amendment to MEDC's FY 2022-2023 Budget. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

5. Deliberation and possible action regarding the approval of Resolution No. 2023-07. A resolution regarding request of Oberon Fuels, Inc., for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap private activity bonds with the Texas Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto.

Lee McCormick, President of Community Development Associates presented this item by saying that this was an inducement resolution for Oberon Fuels, Inc. The project consists of a 17-acre sub-parcel (proposed facility boundary) in the southeastern portion of Gonzales County parcel 9976 (the site) adjacent to 1680 CR 431 in Waelder TX 78959. The facility will convert poultry manure into renewable dimethyl ether (rDME) and renewable methanol for use in high-value incentivized transportation markets. Oberon is partnering in this project with Cal-Maine Foods, the largest producer and distributor of shell eggs in the United States, which operates eight farms near the project location. Poultry manure from Cal-Maine's operating farms will be fed to a newly constructed anaerobic digester to be sited near Cal-Maine's Waelder 1 and Waelder 2 complexes. This project is for certain infrastructure and capital improvements for a pollution control treatment facility. Once all the paperwork is completed and the bond is set to close, Mr. McCormick will be bringing it back to the Board for approval in the form of a final resolution.

Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission. There is potential "reputational risk" if the borrower defaults since MEDC's name is included on the bonds. Assuming a bond issuance of \$140 million, at closing the MEDC is expected to receive approximately \$205,000 for serving as issuer of the bonds and an annual fee of \$35,500 until maturity. He is requesting approval of the resolution in the amount not to exceed \$150 million of tax-exempt private activity bonds.

Carl Davis moved for approval of Resolution No. 2023-07 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 6-0.

Resolution No. 2023-07

Resolution regarding request of Oberon Fuels, Inc., for the issuance of one or more series of revenue bonds; authorizing the filing of an application for allocation of volume cap private activity bonds with the Texas Review Board; authorizing public hearings regarding the bonds; and authorizing other action related thereto.

- 6. Public Hearing: MEDC FY 2023-2024 proposed project consideration: An economic incentive for a sports facility to be located at 2513 Victoria Drive, Mission, in an amount not to exceed a total of \$141,000 to be paid over a period of three (3) years.**

At 4:28 PM President Richard Hernandez opened the public hearing.

CEO Tecló J. Garcia said that this project, The Padel Club, was approved last month by the Board. The developer needs to meet certain requirements to receive the incentive and as stipulated in an economic incentive agreement. Mr. Garcia asked legal counsel Gene Vaughan to briefly explain the rules for public hearings. Mr. Vaughan mentioned that the Board can listen to comments, ask questions, and even answer questions from the public, but can't advocate for or against the project. No other comments were made.

President Richard Hernandez closed the public hearing at 4:30 PM.

Mayor Norie Gonzalez Garza joined the meeting at 4:39 PM.

- 7. Deliberation & possible action to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for FY 2023-2024 regarding the following projects: A) An economic incentive for a sports facility to be located at 2513 Victoria Drive, Mission, in an amount not to exceed a total of \$141,000 to be paid over a period of three (3) years.**

Secretary Deborah L. Cordova moved for approval. Motion was seconded by Noel Salinas and approved 7-0.

- 8. Deliberation and possible action to authorize CEO to execute a proposal with the Buxton Company for marketing services.**

Mr. Garcia introduced this item by saying that Buxton is a strategic marketing and research firm that staff have reached out to for assistance with market analysis and local market recruiting services in the retail sector. Mr. Garcia mentioned that the funding for this service has been allocated to MEDC's budget but that due to the amount of the engagement he needs to also present it to the City Council for approval upon MEDC's approval. Secretary Deborah L. Cordova asked about the amount and terms of the engagement, does it renew automatically, and has it been reviewed by counsel? Mr. Garcia said it was a \$35,000 one-year engagement with online user access (three), as well as availability of a live consultant to assist as needed. The contract is not renewed automatically, and it has not been reviewed by legal counsel.

Treasurer Estella Saenz moved to authorize the CEO to execute a proposal with the Buxton Company for marketing services, subject to final review of legal counsel. Motion was seconded by Carl Davis and approved 7-0.

9. Discussion and possible action regarding the scheduling and attendance of members of the Board of Directors at a Texas Economic Development Council Sales Tax Workshop.

Mr. Garcia said that he recently attended this workshop in Edinburg where participants included Texas Municipal League and EDC attorneys, among other participants, and it is there that he learned that EDC Board members are required to attend the workshop on an annual basis. The Economic Development Sales Tax Workshop includes information about economic and community development in general, and changes to the Economic Development Sales Tax Law. The workshops will include a discussion of changes to the Economic Development Sales Tax law that occurred during the 88th session of the Texas Legislature. Workshop attendees will receive Open Meetings Act and Public Information Act certification as a part of this course. Several dates and workshop locations were provided to the Board for their review and selection. He asked that they communicate with Executive Assistant Judy Vega on their preferred date for registration and accommodations. No action was taken or required.

At 4:46 PM, President Richard Hernandez announced that the MEDC Board of Directors would be convening into executive session.

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

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

Report from CEO as to potential prospects.

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

M.E.D.C. Land

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

At 5:40 PM. President Richard Hernandez announced that the Mission Economic Development Corporation Board of Directors will reconvene in Open Session.

No action was taken.

11. CEO Report on Economic Activity

Mr. Garcia reported that Mission EDC hosted a Commercial Investment Tour in collaboration with the RGV Partnership, which was well attended and represented. Melden & Hunt sponsored lunch for the group at La Fogata and Adrian Arriaga with Sperry Commercial Group sponsored breakfast. Presentations were made and key speakers partook in the event. Mr. Garcia said we should do this for site selectors from around the state and country.

Mr. Garcia announced that Brand Geniuz had hired four young men from UTRGV as interns. Brand Geniuz is a tenant at CEED. An agreement we made with Brand Geniuz was that they had to hire one person from Mission each year and one of those young men is from Mission. Brand Geniuz initially was going to hire one person, but they were so impressed with the other three candidates that they decided to hire all of them part-time. The company plans on hiring two of them full-time after the year is over. Mr. Garcia shared images with the Board from companies incentivized by MEDC. As part of their agreements with MEDC, Tekna-Impact and Haidar Properties (IHOP), were required to make donations to community non-profit organizations. Mr. Garcia thanked the Board of Directors for their participation at the recent MEDC Workshop that took place on August 26, 2023 at CEED. The workshop was very informative with various key speakers present. Mr. Garcia finalized his report by sharing international border vehicular crossing tolls and stats.

12. President Comments

President Richard Hernandez thanked the staff and the Board for their service. He asked the CEO about perhaps inviting school district representatives to the next Board meeting for a presentation on their request for a tax increase from voters.

13. Adjournment

Vice President Jose G. Vargas moved to adjourn the meeting. Motion was seconded by Noel Salinas and approved 7-0. The meeting was adjourned at 6:03 PM.

Richard Hernandez, President

ATTEST

Deborah L. Cordova, Secretary

**NOTICE OF MEETING OF THE
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
AUGUST 30, 2023**

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, August 30, 2023, 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. Approval of Minutes: July 26, 2023
3. Deliberation & possible action for approval of Resolution No. 2023-02, Adopting the Mission Education Development Council's FY 2023-2024 Budget.
4. Adjournment.

Minutes are as follows:

PRESENT:

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

ABSENT:

ALSO PRESENT:

Eugene Vaughan, JGKL LLP
Phil Rimes, CEO, Bettcher Manufacturing
John Wenker, CFO, Bettcher Manufacturing
Melayne Martin, Director of Sales & Marketing, Bettcher Manufacturing
Eddie Silva, Domain Development
Sebastian Arizola, RGV Padel Club
Hector Ronquillo, RGV Padel Club

STAFF PRESENT:

Teclo J. Garcia, Chief Executive Officer
Joel Garza, Chief Operating Officer
Stepanie Palacios, Financial Officer
Judy Vega, Executive Assistant
Randy Perez, City Manager
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director
Victor A. Flores, City Attorney
Joe Salazar, Accountant
Cristian Garza, Accountant
Brianna Caceres, CEED
Receptionist/Marketing Assistant

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 6:30 PM.

2. Approval of Minutes: Meeting of July 26, 2023

Mayor Norie Gonzalez Garza moved for approval of the meeting minutes of July 26, 2023 as presented. Motion was seconded by Vice Chair Jose G. Vargas and approved 7-0.

3. Deliberation & possible action for approval of Resolution No. 2023-02, Adopting the Mission Education Development Council's FY 2023-2024 Budget.

Financial Officer Stephanie Palacios presented and recommended approval of the Mission Education Development Council's 2023-2024 Budget.

There being no corrections or additions, Secretary Deborah L. Cordova moved for approval of Resolution No. 2023-02, Adopting the Mission Education Development Council's FY 2023-2024 Budget. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

4. Adjournment

The meeting was adjourned at 6:33 PM.

**MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC.
BOARD OF DIRECTORS MEETING HELD ON AUGUST 30, 2023 WERE
APPROVED ON THIS THE 25TH DAY OF OCTOBER, 2023.**

Deborah L. Cordova, Secretary

**Mission Redevelopment Authority
Board of Directors Meeting
September 26, 2023**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on September 26, 2023, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

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

All the above were present except Secretary Aissa I. Garza. Participating via Zoom teleconference was Tim Austin, Angie Vela, Randy Perez, Stephanie Palacios, and Ezeiza Garcia. Participating in person were Mayor Norie Gonzalez Garza, J.P. Terrazas, Dr. Rolando Ortiz, Crystal Chávez, Joe Salazar, Cristian Garza, Colby Eckols, Damien B. Tijerina, Rubén James de Jesús, and Judy Vega.

Call Meeting to Order at 4:00 PM

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

Approve minutes of the August 31, 2023 meeting of the Mission Redevelopment Authority

Upon a motion duly made by Director O'Caña and seconded by Director Reyna, the Board unanimously approved the September 26, 2023 meeting minutes of the Mission Redevelopment Authority, subject to minor corrections.

Receive update from Hilltop Securities regarding the Authority's Junior Lien Tax Increment Contract Revenue Notes, Series 2023.

Chairman Penoli recognized Colby Eckols with Hilltop Securities, who provided an update on bond issue the authority is seeking to secure. Mr. Eckols explained that bond documents have been submitted to the Attorney General's office and comments received from them yesterday have been addressed. Target date to close on the bond issuance is Thursday, Sept. 28, 2023. The Board was provided with a memo from Hilltop Securities which contained bond closing estimated fees. Chairman Penoli questioned the following fees: an assessment fee of \$2,718.66, and \$5,000 for Hilltop Securities. Mr. Eckols explained that initially when the numbers were run, an assumption was made that the Lone Star National Bank (LSNB) would pay for an assessment fee to the Municipal Advisory Council (MAC) of Texas, a trade association in Texas for municipal bond underwriters; however, LSNB is not a member of MAC of Texas and as such they do not have to pay the assessment fee. Regarding the \$5,000 fee for Hilltop Securities, Mr. Eckols said that it was a Place Holder fee expense, but that the fee was not final. Once the closing takes place, a calculation of expenses will take place and he will then invoice the Authority for expenses that did not occur. All other expenses in the memo to the Attorney General, Bond Counsel, and Trustee, were correct.

Discuss issues relating to the extension of the termination date of the Zone, and steps needed to determine future projects for TIRZ funding.

Int. Dir. Randy Perez introduced this item by saying that he has had conversations with legal counsel Tim Austin regarding the expiration of the life of the TIRZ, which ends December 31, 2030. He has also been discussing the possibility of the creation of a TIRZ No. 2 with developers and attorneys from San Antonio. The discussions have circled around the possibility of engaging private undeveloped property owners that would like to participate in TIRZ No. 2. Mr. Perez mentioned that the attorneys and developers are currently working on a draft boundary map for TIRZ No. 2 and once completed, he will share it with the Board. The area being contemplated are areas east and west of Conway Avenue, undeveloped properties east and north of Shary Road, as well as undeveloped properties in the Cimarron Country Club area. Mr. Austin then was asked to comment on his prepared memo covering options related to the life of TIRZ No. 1, stating that no decision was expected now; however, that Mr. Perez is now referring to the creation of a TIRZ No. 2. Mr. Perez also referred to the participation of Hidalgo County since they are active participants in TIRZ No. 1 and on needed discussions related to funding percentages in place, which may change. Mr. Perez said discussions are needed to decide on whether to extend, merge, or end TIRZ No. 1 once it expires. Mr. Austin explained that there is a limitation on the amount a city can claim in taxable value in any TIRZ. A city that has a population of under 100,000, which is the case for the City of Mission, the city can claim 50% percent of taxable values. If the city's population exceeds 100,000 then the percentage decreases to 25%. There was discussion by the Board of Directors on what either percentage was in dollars of value, and Mr. Perez was asked to calculate and advise the board. Vice Chair Martin Garza made the recommendation to the Board about holding a workshop to further discuss this topic and provide options to the Board related to the life of TIRZ No. 1 and the creation of a TIRZ No. 2. Mr. Perez said that his plan is to extend the life of TIRZ No. 1 so that any undeveloped property within its boundaries is included in TIRZ No. 2. He has been speaking with attorneys engaged by private developers that are interested in participating in a TIRZ No. 2. Mr. Penoli stated that he believed the TIRZ may need to engage an expert in city or urban planning to assist the TIRZ/MRA and the City of Mission, in determining which projects needed to be developed first, and what other projects should be considered, as part of any planning session. The BOD and invited attendees discussed the overall concept of strategic planning, and the importance of utilizing the \$28MM in funding, to make the most impact. Many board members expressed their concern in making sure that the projects were evaluated by a third-party professional. Mr. Perez said he will be inviting the developers and attorneys to the workshop for their input. Mayor Norie Gonzalez Garza proposed a few dates and times for a workshop and ultimately the Board settled on a workshop at 12:00 PM on Thursday, October 26, 2023.

Deliberation & possible action on approval of a Second Amendment to the Agreement for Interim Administrative Services between the City of Mission and Mission Redevelopment Authority/Mission Tax Increment Reinvestment Zone No. 1.

Int. Dir. Randy Perez introduced this item by saying that the agreement for Interim Administrative Services between the City of Mission and the Authority is expiring September 30, 2023. At the Board's discretion, Mr. Perez is proposing a 12-month agreement beginning October 1, 2023 at the same rate as the expiring one of \$6,000 per month. Director Amanda O' Cafia expressed concern that at this late time in the fiscal year, it would be difficult to make a change. After brief discussion on the terms of the agreement, the Board decided to approve the agreement for six months at the rate of \$6,000 per month beginning October 1, 2023.

Upon a motion duly made by Director Amanda O' Cafia and being seconded by Director Reyna, the Board approved a Second Amendment to the Agreement for Interim Administrative Services between the City of Mission and Mission Redevelopment Authority/Mission Tax Increment Reinvestment Zone No. 1 at the rate of \$6,000 per month beginning October 1, 2023.

Project Reports:

Chairman Penoli recognized Engineer Ruben James de Jesús with Melden & Hunt to report on the **Bentsen Palm Development Phase III Project**. Mr. De Jesús reported that this project is 100% complete and mentioned that the original bid amount was \$1,853,205.00. Change Order #1 was approved by the Board in the amount of \$33,017.50, bringing the project cost to \$1,886,222.50. Design fees, which included testing materials and engineering fees, were an additional \$115,030.00, bringing the final cost to \$2,001,252.50. Mr. de Jesus provided the contractor's affidavit releasing the project and warranty letters for the Board's review. Chairman Penoli compared the numbers provided by Mr. de Jesus with the excel numbers provided by staff which showed a total project cost of \$1,921,012.50. He requested a final reconciliation of this project. Assistant City Manager J.P. Terrazas said staff continues to work on final numbers for close out.

Chairman Penoli recognized Mr. de Jesús to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design of and construction of a new lift station to eliminate existing Lift Stations No. 13 & 14 within Tierra Dorada Subdivision to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. Design plans for this project are 100% complete and pending is bid letting approval from Mission City Council. Chairman Penoli questioned why estimated costs change so significantly on some projects. Penoli stated it appears that some projected costs are for design, others are for construction, but the estimated amounts keep changing. Mr. de Jesus said that the cost numbers being presented for this project are not final until the project is awarded. Estimated construction and design costs for this project is \$2,559,585.00 and said that the increases in cost amounts are due to an increase in materials. Mr. de Jesus said he will work with city staff on cost estimates involved in the project and will provide a detailed breakdown of expenses to demonstrate any changes in the overall project cost. Mr. Penoli stated for all projects, there needs to be a cleaner more transparent representation of total expected costs for every project, to include what is estimated for design, engineering, and construction. He went on to state that each project needs to have an estimate of ALL costs including any other third-party engineers or experts who are used to inspect, review, or certify projects, so the board has a better sense of required funding. No further comments were made.

Chairman Penoli recognized Mr. de Jesús to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. Mr. de Jesús said that this project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves Lift Station #10, located on Mile 2 & FM 495 (El Valley Subdivision). Discussions are underway to finalize an agreement to present to Mission City Council and AGUA SUD for approval consideration. The initial cost for the sewer master plan was estimated at \$110,000, which was specifically identified for a "study"; however, the project cost has increased to \$1.3 million. This involves the rerouting of sewer lines to an existing lift station to alleviate overflow. He anticipates a bidding date in January 2024.

Chairman Penoli recognized P.E. Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I & II**. On Phase I. Mr. Tijerina mentioned that the Environmental Assessment report (EA) was submitted to TxDOT in May 2023 and on September 6, 2023, TxDOT requested a few updates on the report. L&G updated the report, which was resubmitted on the same day. TxDOT responded indicating that the City of Mission should receive the Finding of No Significant Impact (FONSI) by October 2023. **Phase II**, consisting of Right of Way (ROW) maps, parcel plats, design survey, & a sub-surface utility engineering report, Mr. Tijerina reported that all have been completed. The firm expects a 95% complete submittal by January 2024, and a 100% submittal by August 2024. The PS&E's include roadway, bridge, drainage, and outfall designs; hike & bike trails, and permitted utility coordination. L&G continues to work on a 100% ROW parcel plats. The surveyor has completed all parcel plats and field notes except for two. They are nearly complete and will be submitted to L&G within one week. Mr. Penoli inquired with J.P. Terrazas on the costs to complete this project, asking him to define what the total estimated amount approved originally in agreement with TxDOT, what the costs would be now, to include the portion the city is obligated to pay. Terrazas agreed that the cost would be more now to complete the project.

Chairman Penoli recognized Dr. Rolando Ortiz with Killam Development to report on El Milagro Phase I Project. Dr. Ortiz said this project continues to move forward and mentioned that during this month, Killam Development added about \$400,000 reimbursable expenses. Expenses to date are \$5 million with a balance of \$7.5 million. Dr. Ortiz noted two corrections in his report, on Principal Arterial (Mayberry) instead of 29.03% completed, it should be 59%; and on Local Alleys & Streets, the completed percentage should be 58% instead of 13.83%. Images of the project's progress were shared with the Board. Dr. Ortiz said that next is curbs and gutters construction providing that rain does not happen. He said the project is expected to be completed by the first quarter of 2024. No further comments were made.

Chairman Penoli recognized Crystal Chavez, Project Manager with The Warren Group to report on the **Fire & Police Sub-Station #6**, Ms. Chavez. This project is 92% complete. Ms. Chavez said that the landscape installation has been completed. Widening of Schuerbach is ongoing. On the building construction report Ms. Chavez reported that the finish floor in the entire building is 98% completed and the general contractor is doing last touches. The interior paint is 90% completed pending the last retouching. Millwork cabinets and counter tops have been installed and restrooms are 90% completed only pending mirrors. Bed frames have been assembled and are ready to be placed in the dorms. Ms. Chavez said she expects the facility to be completed by next month except for the widening of Schuerbach, which is still ongoing. Mr. Penoli asked who was responsible for completing the road, and a time estimate. She will provide a date of completion for the road at the next month's meeting. Int. Dir. Perez invited the Board to join the Mayor and City Council members to a walkthrough of the facility at 9:00 AM on Saturday, Sept. 30, 2023. Mayor Norie Gonzalez Garza said that another walkthrough will be scheduled for the Board to participate if they can't make it on Saturday.

Walsh Street Project: No update.

Mayberry Road Extension: No update.

1st Street Extension: Las Esperanzas Subdivision. Mr. Terrazas reported that this project has slowed down but that the contractor has finalized all infrastructure, which includes sanitary sewer lines and storm drain lines. The contractor has been receiving lift station components and they plan to begin the street construction within two weeks, which should be completed within no more than two months, weather permitting. Mr. Terrazas said the contractor is coordinating with United Irrigation District for the irrigation easement for 1st Street connectivity.

Director O'Caña asked a question about the Walsh Street and Mayberry Projects. Both projects have been on hold for a while, and she asked whether the funds for those projects may be used for something else? Mr. Terrazas said that Walsh Street Project, a \$1.4 million project, is not budgeted for. On the Mayberry Road, Mr. Terrazas said the developer is not ready to begin this project.

At 5:37 PM, Chairman Penoli exited the meeting, entrusting the duties to Vice Chairman Martin Garza to carry on.

Authorize solicitation of banks to act as depository of the Authority's funds.

Asst. City Manager J.P. Terrazas presented this item by saying that the staff was seeking authorization to solicit banks to act as depository of the Authority's funds, specifically targeting local banks.

Upon a motion duly made by Director Reyna and being seconded by Director O'Caña, the Board unanimously authorized staff to solicit banks to act as depository for the Authority's funds.

Discussion and possible action regarding approval of the Authority’s FY 2023-2024 Budget.

Accountant Joe Salazar introduced this item by saying that last month he presented a preliminary budget for discussion. Since then, not much has changed in the proposed budget he is presenting today. Mr. Salazar briefly explained each of the funds. During the budget presentation, no significant questions or comments were raised regarding the proposed budget.

Upon a motion duly made by Director Chapa and seconded by Director Reyna, the Board unanimously approved the Authority’s FY 2023-2024 Budget as presented. A copy of the budget is made part of these minutes.

Deliberation & possible action for acceptance of Financial Report for July & August 2023

Mr. Salazar presented and recommended the acceptance of the Financial Reports for July & August 2023.

Upon a motion duly made by Director O’Cafia and seconded by Director Reyna, the Board unanimously accepted the Financial Report for the months of July & August 2023 as presented.

Approval of invoices for September 2023

Mr. Salazar presented and recommended approval of invoices for September 2023.

Upon a motion duly made by Director O’Cafia and seconded by Director Reyna, the Board unanimously approved all invoices for the month of September 2023.

Adjournment

As there was no further business for the board to consider, upon a motion made by Director Reyna and being seconded by Director Chapa, the Board unanimously voted to adjourn the meeting at 5:52 PM.

Follow up items:

All projects: Binders with project reports. In progress.

Mayberry Extension: Approved amount: \$96,486. The Development Agreement (May 2022) was not signed by the developer. Board direction is pending.

By: _____

Attest: _____

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

SPEER MEMORIAL LIBRARY BOARD

The Speer Memorial Library Board met for its regularly scheduled meeting on September 19, 2023, at Speer Memorial Library.

A. Call to order

The Meeting was called to order by Elizabeth Garza at 5:05 p.m.

Attendance was taken.

Present:

Elizabeth Garza

Mayra Rocha

Cynthia Leon

Perri Ann Huntley

Lina Cantu

Absent:

Charles Austin, M. D

Kathy Brown

Beth Blanton

Vanessa Suarez

Library Staff Present:

Yenni Espinoza, Library Director

1. Approval/Disapproval of Absences

All absences for the March 21, 2023, meeting was approved as excused as they were work or out-of-state travel-related absences.

2. Board Minutes

Cynthia Leon moved to approve the minutes as presented for the March 21, 2023, Speer Memorial Library Board Meeting. Mayra Rocha seconded the motion and the motion passed unanimously.

3. Treasurer's Report

Elizabeth Garza stated that the current balances in both the Breyfogle and MacDonald accounts, with activity as of October 14, 2022, were attached for review. She stated that the MacDonald account has a balance of \$27,476.62 and the Breyfogle account has a balance of \$6,811.75. The treasurer's report was filed for audit as presented.

B. Routine Business

4. HCLS

Yenni Espinoza, Library Director reported HCLS meetings information: She highlighted a report draft that HCLS will be reporting to Commissioners Court to advocate for all the libraries in the county to be able to get more funding to support the communities in need that are outside of city limits. The City of Palmview is in the works of opening a public library, we have been helping them in any way we can with books, information, and any paperwork they might need help understanding. HCLS is also looking into updating its system of checking in and checking out books in the catalog/collection database. Since they are having issues with fixing user problems with working the database, and the library directors are interested in one of the databases they have seen that has more functions that would help the libraries much better than the database we are on at the moment. Report of all the libraries' statistics about the activities, eBooks, and events that they host.

5. Friends of the Library

Yenni Espinoza reported that the "Friends of the Library" were able to put in the documents from 2022 and 2023 that are needed for the CPA to be audited and be reviewed by the IRS to become a non-profit.

6. Librarian's Report

Yenni Espinoza presented the Board members with the monthly reports for the months of March up to today. Which included Dr. Seuss Day, Easter, and the Summer Program for children, teens, and adults. The departments also came up with a new yearly event called Author's Night where we had Children, Teen, and Adult Authors come set up a booth to discuss and promote their books. It was a big hit with the patrons and the authors themselves, everyone had a wonderful time during the event. Yenni Espinoza reported on the numerous library activities held each month which included that The Children's Department had their Kids Animanga Club that meets each week on Wednesdays. The Children's Department continues to host their usual activities, on Tuesdays, they have Arts & Crafts at 6 p.m. Toddler Time every Wednesday at 10 a.m. Scavenger Hunt on Saturdays at 2 p.m., and Family Movie Nights every Sunday at 2 p.m.

The Teen Department programming hosted different Video Game Tournaments throughout the months. They also had craft events and movie nights throughout every month. On Wednesdays, the teen department focuses on programming anime and manga for crafts, movies, and learning Japanese. They have recently have added on Thursdays an activity called K-Pop Hour that includes learning about Korean culture, food, and music.

Yenni stated that the Book Club had their usual meetings throughout the months when they had book discussions on books like "The Invention of Wings" By Sue Monk Kidd. The Reference Department also hosts a Coloring with The Classics class on Tuesdays at 10 am, Computer Classes on Wednesdays at 2 pm and 6 pm, Game Time Cafe on Fridays at 10 am, and Movies once a month on a Saturday at 2 pm. She further stated that on July 25th Book Club was about the book The Grapes of Wrath by John Steinbeck at 5:30 pm for Spanish speakers and 6:30 pm for English Speakers. Yenni Espinoza finalized the librarian's report.

C. Any Discussion or Action on Board Items -

7. Nomination of New Officer –

The board members made a Committee to appoint new officers for the Library Board. The committee members who volunteered were Mayra Rocha, Cynthia Leon, and Lina Cantu. They will appoint new officers in the December meeting.

8. Discussion and Possible Action to Amend By-Laws –

The first part of the By-laws that was amended, was the monthly meeting were amended to meet quarterly and to have one of the meetings in June or July. The second part to be amended is being able to call a Special meeting if needed. Have implemented being able to attend the meeting on Zoom if cannot make the meeting or if the general public would like to be included. They will approve the new changes at the December meeting.

D. Unfinished Business – None

E. New Business – None

F. Announcements or Remarks

The next Speer Memorial Library Board meeting is tentatively scheduled for December 12, 2023, at 5:00 p.m.

G. Adjournment

Elizabeth Garza made a motion to adjourn the meeting and Lina Cantu seconded the motion which passed unanimously. Linda Fraser adjourned the meeting at 6:17 p.m.

Library Board Secretary _____ Date _____
(Lina Cantu Cruz)