

**PARKS AND RECREATION BOARD MEETING**

**June 13, 2023**

<b><u>BOARD MEMBERS PRESENT</u></b>	<b><u>STAFF</u></b>
Tony Guerrero	Brad Bentsen
Chris Voss	Pete Lopez
Jesus Mendiola	Jorge R. Chapa
Maggie Guajardo Pena	Rick Contreras
Melissa Reyna	Taylor Cavazos
Mark Minton	JC Calderon
Karina Garza	

**Call to Order**

Tony Guerrero called the meeting to order.

**Roll Call**

Roll call was taken and quorum was met. Pete Charles, Recreation Athletic Supervisor was also in attendance.

**Prayer**

Brad Bentsen led us in prayer.

**Approval of Minutes**

The Board Members approved the minutes for the May 9, 2023 Board meeting. Motion to approve was made by Jesus Mendiola and seconded by Mark Minton. The motion to approve minutes passed unanimously.

**CITIZEN PARTICIPATION**

N/A

**UPDATE OF PARKS**

Staff continued working on cleaning up the City after recent damage from storms, and now focusing on cleaning up and repairing damage at City parks.

Began setting up the shelter at the Rec center in case of bad weather, also helped with sandbag distribution.

Repaired storm damages to fences, roofs, dugouts, and trees at all City parks.

Repaired the windscreens at Birdwell Tennis Center and removed all damaged Oak trees at both cemeteries.

With the direction of Brad Bentsen, Park staff began the first round of herbicide to all the fields, for stickers and weeds.

Parks staff assisted the Health Department move from Public Works to their new location.

Assisted in the set up and tear down for the Mission PD Mental Health Awareness Event, along with having staff available during the event.

Assisted with the setup of the PA System for the Beto Salinas Viewing at Mission Event Center.

Parks Staff along with Public Works and the Sanitation Department cleaned up the areas between Conway to Bryan and Business 83 to Expressway helped clean and mow for Mayor Salinas's Church ceremony and the 5k Speedy run.

Parks Department prepared and marked fields for the Pony Baseball Tournament at Bentsen Palm Park hosted by the Boys and Girls Club.

### UPDATE OF RECREATION

Started summer programs such as Tennis, Track, Archery, and Learn to Swim.

Track program had the biggest turnout this summer with 155 participants registered, at last week's Track tournament that hosted by Alamo at the PSJA stadium 60 Mission athletes participated.

Tennis program has about 69 participants registered so far. This past weekend we hosted our own Tennis Tournament at the Birdwell Tennis Center with about 40-43 participants from Friday through Saturday until about 3:30 P.M. The Mission Tennis athletes brought home 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place in different divisions.

Our Soccer Swim Program continues with the participation of 14 kids and runs Monday through Thursday for 2-week sessions.

Our Archery Program has 9 participants for this session and is taking place at the CWV field.

Currently running our Basketball league, just waiting for more teams to sign up to start a kickball and softball league.

Still running our 7 on 7 league, currently have 12 teams participating and hoping to finish the league by June 22.

Pickleball continues at the Parks and Recreation Gym and varies from 11 players to 25 players daily. On Monday nights we also have Pickleball play at the Parks and Recreation Gym. Pickleball participants are wanting more evening and weekend playing times.

We are hoping to host a track meet on June 28, 29, 30<sup>th</sup>. Bracelets have already been purchased to hand out at the door to be given once entry fee is paid.

At the last Music at the Park, during the downtime MC, Anais Chapa improvised karaoke, which had a good turnout and participation from the audience. We are hoping to incorporate Karaoke time in future Music at the Parks.

### Aquatics Update

There was some storm damage done at the Pools. Trees at the Mayberry Pool were knocked down or damaged. At the Bannworth Pool one of the canopies came down and small trees were also affected. No infrastructure was damaged.

Started Learn to Swim and TAAF summer programs last week, first session only had 300 participants for the Learn to Swim Program but little by little is picking up.

We are averaging about 90 swimmers during the public swimming hours at both pools. Lap Swimming participants have decreased in numbers this summer.

Last year we were short staffed with lifeguards, fortunately this summer we had enough lifeguards for summer programs and public swimming.

There is still a big population of ducks, geese, pigeons, and stray cats that are needed to be removed from the Bannworth Pool.

We will be hosting the first Swim Meet this summer next weekend, and also the regional meet on July 14<sup>th</sup> and 15<sup>th</sup>. We also had our own time trial practice meet to practice for upcoming swim meets.

## Other Business

Jesus Mendiola brought forward his concern for the lack of bike trails and wanting access to additional Bike Trails along the Canal Bank and the Irrigation Canal bank in order for bicyclists to have a safer route and easy access to get on and off different locations. There has been a request for addition funding to help create these trails, although a Masterplan has not been created yet, a comprehensive study is underway by an Engineer and a proposal was received for \$176,000.

"Project Kickoff" is the new alternative name for the project at Lions Park, the groundbreaking ceremony for the park will be held Tuesday, June 20th at 10:00 A.M. Phase 2 of the park is in discussion, which includes the use of the community center as an all-inclusive indoor playground, and the creation of an all-inclusive turf Miracle baseball field for the Boys and Girls Club.

Brad Bentsen discussed how his CBG presentation for additional funds was denied, but is hoping to resubmit and present again since there is a 30 day grace period.

7 acres west of La Placita is in the talk of getting purchase in order to be developed into a City Park/Outdoor venue to host outdoor activities on a larger scale, such as the Vaquero cook-off. Hoping to make a connection and combine La Placita to this new venue.

In order to keep the Mission Food Park going, Brad Bentsen brought forward the idea that was given to him to move the Music at the Park Event to the CEED Building, with the hopes that the Food Park venue will eventually fall under the Parks and Recreation Department. However, Pete Charles suggested the idea to do separate events and keep Music at the Park at La Placita and create a Farmers Market at the CEED Building Food truck area.

Was announced that the Parks and Recreation Department purchased 3 cooling fans through ARPA funds for our outdoor events.

A motion was made by Chris Voss to convert the Oblate Park tennis courts to an outdoor Pickleball courts and was seconded by Mark Minton. Upon further discussion, Chris Voss withdrew his motion and all unanimously agreed to keep the Oblate Courts for tennis use, but may also be set up and marked for Pickleball at a first come first serve basis.

Due to an increase in the sport Water Polo, discussion between Mission CISD and Sharyland ISD are wanting a partnership with the City of Mission to possibly open a pool on the north side of Mission that meets the requirements for Water Polo and can also cater to the citizens of Mission wanting a pool facility on that side of Mission.

Talk about having individual batting cages that are sponsored.

Adjournment

**Chris Voss** made a motion to adjourn the meeting and was seconded by **Mark Minton**. The Board voted unanimously to approve.

## CITIZEN'S ADVISORY COMMITTEE

July 25, 2023

### Regular Meeting

#### Members Present

Lorenzo Garza  
Roxanne Mendez  
Alma Garcia  
Zoreida Lopez  
Victor Anzaldua  
Cynthia Pacheco  
Francisco Cadena  
Marsha Terry

#### Members Absent

Alex Guerra

#### Staff Present

Esther Rivera  
Helen Torres  
Jo Anne Longoria

#### Call Regular Meeting to Order

Chairman Lorenzo Garza called the Regular Meeting to order at 5:32 p.m. Ms. Jo Anne Longoria conducted roll call. She stated seven members were present, therefore there was a quorum.

#### Citizens Participation

Chairman Garza asked if there were any citizens present that wanted to express their concerns at this Regular Meeting. With no one present and no comments, he continued with the next agenda item.

Ms. Cynthia Pacheco joined the meeting at 5:34 p.m.

#### Discussion and Recommendation to Approve Minutes for Special Meeting held on July 10, 2023 and Regular Meeting held on July 11, 2023

Ms. Helen Torres presented the minutes of the Special Meeting held on July 10, 2023 and Regular Meeting held on July 11, 2023. There being no questions or comments, Chairman Garza asked for a motion to approve the minutes as presented. Ms. Alma Garcia motioned to approve the minutes as presented. Ms. Roxanne Mendez seconded the motion. Motion carried. ( 8-0)

#### Discussion and Recommendation on CDBG-CV Funding

Ms. Longoria presented a CDBG-CV Funding spreadsheet. She stated that the year to date spent amount for the following agencies: Amigos del Valle \$56,251.80; Emergency Assistance Program \$63,416.58; Affordable Homes of South Texas \$73,322.82; Food Bank of RGV \$20,660.67; Mission Fire Department \$0; General Program Administration \$12,103.92. Chairman Garza asked for an update on the Fire Department expenses. Ms. Longoria informed the members that the Fire Department is working to obtain quotes for the concrete pad and the solar video message board is out for bids. After a brief discussion, Chairman Garza asked for a motion to table this item. Ms. Pacheco motioned to table the CDBG-CV Funding. Mr. Victor Anzaldua seconded the motion. Motion carried. (8-0)

**Presentation on Housing Assistance Program (HAP) Phase 22-I Construction Phase and Status on HAP 22-II**

Ms. Esther Rivera presented a PowerPoint on Housing Assistance Program (HAP) Phase 22-I and Status on HAP 22-II. She showed the construction pictures for five projects: 209 E. Melba Carter Road at 97% complete; 128 S. Slabaugh Avenue at 99% complete; 213 Del Mar Street at 97% complete; 969 N. Los Ebanos Road at 90% complete; 415 N. Slabaugh Avenue at 99% complete. She also presented the Status on HAP Phase 22-II which contracts were signed on July 20, 2023 and ten day move out period ends on August 3, 2023. After a brief discussion, Chairman Garza continued with the next agenda item. No action was taken.

**Presentation on Emergency Assistance Program (EAP)**

Ms. Rivera presented a PowerPoint on Emergency Assistance Program (EAP). She stated that eight (8) households attended the "One Stop Shop" event held on July 19, 2023. In addition, Ms. Rivera mentioned staff reached out to churches, home healthcare offices, adult daycares, and children daycares in the City to distribute information about the program. Ms. Rivera provided a flyer of the next "One Stop Shop" tentatively scheduled on August 16, 2023 at the Community Development Office from 9am-12pm. After a brief discussion, Chairman Garza continued with the next item. No action was taken.

**Other Business**

**A. Chairman's Comments**

Chairman Garza introduced two new committee members that had recently been appointed: Marsha Terry and Francisco Cadena. They each introduced themselves to the members; all members present and staff introduced themselves.

**B. Committee Member's Comments**

Several members inquired about a CDBG property that had a rent sign. Ms. Longoria informed the members that the home has completed the 10-year lien period in on 2022 therefore there was no concern. Ms. Mendez stated that in the area from between Mayberry and Highland Park brush is blocking an alley. All members welcomed the two new members and thanked them for being part of the committee. No other comments were made by the members present.

**Adjourn**

Chairman Garza asked for a motioned to adjourn the meeting. Ms. Garcia motioned to adjourn the meeting. Mr. Anzaldua seconded. Motion carried (8-0). The meeting was adjourned at 6:26 P.M.

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Lorenzo Garza, Chairman

**NOTICE OF REGULAR MEETING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
JULY 26, 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  
Tony Barrera, Progress Times

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Judy Vega, Executive Assistant  
Stephanie Palacios, Financial Officer  
Belen Guerrero-Aguirre, Director of Strategic  
Partnerships & Program Development  
Randy Perez, City Manager  
Angie Vela, Finance Director  
Naxiely Lopez-Puente, Marketing Director  
Brianna Caceres, CEED Receptionist/Marketing  
Assistant

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

With a quorum being present, President Richard Hernandez called the meeting to order at 4:34 PM.

**2. Approval of Minutes: Regular Meeting of June 28, 2023**

Treasurer Estella Saenz moved for approval of the regular meeting minutes of June 28, 2023 subject to a correction noted by Chairman Richard Hernandez. On Pg. 2 of the minutes, third to last sentence, it reads, "This loan was acquired for the purchase of the CEED Building in 2018 at an interest rate of 4.82% to be paid off by 2028," 2028 should be 2038. Motion was seconded by Noel Salinas and approved 7-0.

CEO Tecló J. Garcia gave a quick update on the three projects the Board authorized him to negotiate economic incentives for: Project Pliers, Project Placita, and Project Superman, and said Mission City Council had approved the projects at their July 24, 2023 City Council meeting.

**3. Deliberation & possible action to accept Adjusted Financial Statements for May 2023**

Financial Officer Stephanie Palacios presented and recommended approval of the adjusted financial statement for May 2023. Vice President Jose G. Vargas noted a correction on Page 10 of the meeting packet related to the following: Long-Term Debt Payable @ 05/31/22 and Accrued Interest Payable @ 5/31/22. The dates should be 5/31/23 on both.

Subject to the correction noted by Vice President Jose G. Vargas, Carl Davis moved for acceptance of the Adjusted Financial Statement for May 2023. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

**4. Deliberation and possible action for the acceptance of Quarterly Report of Investments for the Quarter ending June 30, 2023 and Interest Earned for Nine Months Ending June 30, 2023**

Finance Director Angie Vela presented and recommended acceptance of the Quarterly Report of Investments for the Quarter ending June 30, 2023 and Interest Earned for Nine Months Ending June 30, 2023.

There being no corrections or additions, Secretary Deborah L. Cordova moved for acceptance. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

**5. Deliberation & possible action to rescind action taken by the Board on April 26, 2023 related to the purchase of shade structures for the Mission Food Park**

CEO Tecló J. Garcia mentioned that when this item was approved by the Board on April 26, 2023, staff presented it with the idea of purchasing permanent shade structures at the Mission Food Park. The concept was to create permanent shade structures, but now we're considering assessing and designing structures that are durable but not necessarily permanent. Mr. Garcia plans to bring this idea back to the Board once it is further evaluated, in the meantime he doesn't want the funds to be tied in to our budget.

Mayor Norie Gonzalez Garza moved to rescind the action taken by the Board on April 26, 2023 related to the purchase of shade structures for the Mission Food Park. Motion was seconded by Noel Salinas and approved 7-0.

**6. Deliberation & possible action to schedule a board workshop to be held in conjunction with the boards of Mission Economic Development Authority and Mission Education Development Council, Inc., and the potential agenda topics for the workshop**

CEO Tecló J. Garcia said that a workshop was proposed by Board Secretary Deborah L. Cordova, and it is now being raised for discussion. He said that the purpose will be to provide the Board with a deeper understanding of how all organizations operate and their purpose. The agenda will also encompass, among other items, legal topics essential for the Board's awareness, such as defining the by-laws for each organization, discussing assets, our building, contracts, and potential future scenarios.

After considering various dates and times, the consensus was that a half-day joint workshop meeting between all entities from 8:30 AM to 1:30 PM on Saturday, August 26, 2023, would be suitable. No action was taken but an agreement was reached.

#### **7. Discussion related to FY 2023-2024 Budget**

Mr. Garcia shared a presentation related to the MEDC's proposed FY F2023-2024 Budget and said he integrated the concept of "The Mission EDC Vision", aiming for a future-oriented budget that aligns better with MEDC's goals. He familiarized the Board by saying that Mission EDC is a 4B corporation, whose purpose is to fund community development projects, promote business attraction, relocations, job creation and retention, expansions, and infrastructure improvements. Mr. Garcia also explained fiscal year 2023 & 2024 expenses by department and mentioned that the budget will increase its expenditures by 20% or up to \$5 million, with an overall increase of \$6 million for operations. In summary, we anticipate revenues of \$7.1 million and total expenses of \$6.1 million. A positive outlook is that this leaves us with \$1 million for the upcoming fiscal year. A portion of these surplus funds, about \$600,000, can be allocated towards economic development, which aligns with our strategic goals. CEED tenant rents of up to \$300,000 are also expected to be generated this upcoming fiscal year. Mr. Garcia said that we have unrestricted funds in our budget, which are available for emergency situations. However, our intention is to use them sparingly and only when necessary. Projected expenses for 2024 by department are as follows: 34% Administrative, 59% Economic Development, Facilities 4%, and IT 3%. Mr. Garcia said that the CEEDs' Wi-Fi connection needs to be upgraded since the building now has more tenants, and said he plans on purchasing or replacing more cameras for the building, since they are seven years old. In conclusion, MEDC's 2024 FY's' proposed major initiatives include business attraction/expansion, marketing and brand enhancement, small business, and community programs, and CEED operations and maintenance. No action was taken or required.

#### **8. CEO Report on Economic Activity**

Mr. Garcia reported that he and three MEDC staff members attended San Luis Potosi's Mexico's Nearshoring Auto Industry Summit from July 20-21, 2023 where they held bilateral discussions related to auto and logistic clusters, and met with city and economic development leaders. MEDC was a sponsor of the summit's opening reception, which was a great opportunity to showcase our services and connect with potential partners. Mr. Garcia provided information on San Luis Potosi (SLP) that included the city's population of 825,000 city and 1.2 million metro. The city has about 10 higher education institutions, four H-E-Bs, 10 Wal-Marts, multiple malls, churches, a historic downtown, museums, and parks. McAllen EDC staff also partnered with MEDC on this trip. SLP has two clusters, the automotive cluster, and the logistics cluster. Mr. Garcia said that the logistics cluster has invited MEDC to be part of their Board, which could be a drive to more traffic through the Anzalduas International Bridge. In summary the delegation opened up new channels of communication, raised Mission and McAllen profiles, and invitations were extended to join clusters.

**9. President Comments**

President Richard Hernandez thanked the MEDC staff for their hard work, and the Board of Directors for their time and service to this Board.

**10. Adjournment**

There being no further business to discuss, 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 5:44 PM.

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Richard Hernandez, President

ATTEST

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Deborah L. Cordova

**NOTICE OF SPECIAL MEETING**  
**MISSION ECONOMIC DEVELOPMENT CORPORATION**  
**AUGUST 14, 2023            12:00 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

**ABSENT:**

Mayor Norie Gonzalez Garza

**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Judy Vega, Executive Assistant  
Stepanie Palacios, Financial Officer  
Belen Guerrero-Aguirre, Director of Strategic  
Partnership & Program Development  
Angie Vela, Finance Director  
Peter Geddes, Purchasing Director  
Robert Hinojosa, Director, Risk Management

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

With a quorum being present, President Richard Hernandez called the special meeting to order at 12:01 PM.

**2. Deliberation and possible action to authorize CEO to execute Work Order No. 120195.00 with Noble Texas Builders for roof repairs for the CEED building, in an amount not exceeding BuyBoard Contract No. 660-21 and subject to review by legal counsel**

Mr. Garcia said that this special meeting was called because he needed the Board's authorization to proceed with roof repairs for the CEED building. During a heavy rain storm a few months ago, the building's roof suffered some damage and requires repairs. The damage is particularly to the north-south corner (and wall) of the building where significant damage has been identified, exceeding the initial assessment. He is requesting authorization to proceed with the repairs. Mr. Garcia welcomed Peter Geddes, Director of Purchasing, and Robert Hinojosa, Director of Risk Management with the City of Mission for attending this meeting, and said they both have collaborated to ensure that the roof repair procurement aligns with the city's guidelines. Carl Davis asked if the roof had insurance. Mr. Garcia said the insurance was through the Texas Municipal League (TML). Risk Management Director Robert Hinojosa mentioned that the original assessment was about \$50,000, but upon reevaluation, it was determined to be \$180,000. He is currently in discussions with TML for a third assessment, aiming to secure the additional \$130,000 to cover the total of \$180,000, and said it's crucial to act promptly because delaying repairs could result in even more extensive damage if a hurricane were to occur. Mr. Hinojosa mentioned that if additional damages are discovered, then those will be filed accordingly soon.

after. President Richard Hernandez mentioned that upon reviewing the contract with Noble Texas Builders, he noticed there were no start and end dates for the repairs. Right under that it states that Liquidated Damages will not apply. He asked what that meant. MEDC legal counsel Gene Vaughan said that once approved, subject to legal counsel's review, he will see that the start and end dates are provided. No one from Noble Texas Builders was present to answer the question related to Liquidated Damages. Mr. Garcia mentioned that an architect firm, CG5 Architects LLC, housed at CEED, had also assisted in the review of the damaged roof's needs. No further discussion took place.

Carl Davis moved to authorize the CEO to execute Work Order No. 120195.00 with Noble Texas Builders for roof repairs for the CEED building, in an amount not exceeding BuyBoard Contract No. 660-21 and subject to review by legal counsel. Motion was seconded by Noel Salinas and approved 6-0

**3. Deliberation and possible action for approval of Amendment to MEDC's FY 2022-2023 Budget**

Financial Officer said presented and recommended the approval of MEDC's FY 2022-2023 Budget amendment from the General Fund's Facilities Department for \$70,000 in revenues and \$180,822.45 in Expenditures to allocate the funds necessary to repair the CEED building's roof damage that occurred during a heavy rain storm on April 29, 2023. Secretary Deborah L. Cordova asked whether the repairs were for the entire roof or just a section of it. Mr. Garcia said that it was only for the section that was damaged, but that the entire roof will need to be addressed during the next fiscal year.

Treasurer Estella Saenz moved for approval of Amendment to MEDC's FY 2022-2023 Budget. Motion was seconded by Secretary Deborah L. Cordova and approved 6-0.

**4. Adjournment**

Being no further business to discuss, Treasurer Estella Saenz moved to adjourn the meeting. Motion was seconded by Vice President Jose G. Vargas and approved 6-0. The meeting was adjourned at 12:14 PM.

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Richard Hernandez, President

ATTEST

\_\_\_\_\_  
Deborah L. Cordova

**NOTICE OF MEETING**  
**MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.**  
**JULY 26, 2023**

The Board of Directors of the Mission Economic Development Authority, Inc., held a meeting on Wednesday, July 26, 2023, at 4:00 PM, by teleconference, 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: Meeting of April 26, 2023
3. Deliberation & possible action to accept Financial Statements ended June 30, 2023
4. Discussion related to FY 2023-2024 Budget
5. Deliberation & possible action related to the revocation of the offer of incentives to previously approved by MEDA for which contracts have never been executed (as shown below) and the removal of those items from MEDA's budget:
  - A. Black & Decker (US), Inc. (approved by MEDA on September 27, 2017)
  - B. RODCO (approved by MEDA on November 29, 2018)
6. Deliberation & possible action to schedule a board workshop to be held in conjunction with the boards of Mission Economic Development Corporation and Mission Education Development Council, Inc., and the potential agenda topics for the workshop
7. Adjournment

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***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

**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP  
Tony Barrera, Progress Times

**ABSENT:**

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Judy Vega, Executive Assistant  
Stepanie Palacios, Financial Officer  
Blanca Davila, Director of Economic Development  
Belen Guerrero-Aguirre, Director of Strategic Partnerships & Program Development  
Randy Perez, City Manager  
Angie Vela, Finance Director  
Naxiely Lopez-Puente, Marketing Director  
Brianna Caceres, CEED  
Receptionist/Marketing Assistant  
Cristian Garza, Accountant

**1. Call to order and establish quorum**

With a quorum being present, Chair Richard Hernandez called the meeting at 4:11 PM

**2. Approval of Minutes: April 26, 2023**

Subject to a correction noted on Page 2, last sentence "Total Liabilities were \$479,976.00," should read "Total Liabilities and Fund Balance were \$479,976.00." Vice Chair Jose G. Vargas moved for approval of the meeting minutes of April 26, 2023. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

**3. Deliberation & possible action to accept Financial Statements ended June 30, 2023**

Financial Officer Stephanie Palacios presented and recommended approval of the financial statements ended June 30, 2023. Ms. Palacios began her report by saying that the Beginning Balance was \$479,955.00. No revenues were reported this quarter. Total Expenditures were \$13,459.00. Total Ending Fund Balance was \$466,496.00. Total Assets were \$466,517.00. Total Liabilities and Fund Balance were \$466,517.00.

There being no corrections or additions, Vice Chair Jose G. Vargas moved for acceptance of the Financial Statement ended June 30, 2023. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

**4. Discussion related to FY 2023-2024 Budget**

Financial Officer Stephanie Palacios mentioned that FY 2023-2024's budget will be impacted by a gain of +/- \$700,000 that will be generated from MEDA land sales. Appropriations were also lowered to \$38,000 due to MEDA successfully fulfilling a commitment to Royal Technologies, and after the removal of Black & Decker and RODCO commitments (next agenda item) from the budget. Chair Richard Hernandez asked the Board to contact Mr. Garcia or Ms. Palacios if they had any questions or concerns related to the budget.

**5. Deliberation & possible action related to the revocation of the offer of incentives to previously approved by MEDA for which contracts have never been executed (as shown below) and the removal of those items from MEDA's budget:**

**A. Black & Decker (US), Inc. (approved by MEDA on September 27, 2017)**

**B. RODCO (approved by MEDA on November 29, 2018)**

CEO Teclo J. Garcia mentioned that contracts were not available for these two projects since 2017 and 2018, respectively; therefore, no funds were disbursed. The Board approved two-year commitment incentives for each but for reasons unknown, the companies did not make any requests and the two-year commitment has expired. He is requesting the removal of these two commitments from MEDA's budget.

Vice Chair Jose G. Vargas moved to revoke the offer of incentives to Black & Decker (US), of which a contract was never executed, and that the commitment is removed from MEDA's budget. Motion was seconded by Mayor Norie Gonzalez Garza and approved 5-0.

Vice Chair Jose G. Vargas moved to revoke the offer of incentives to RODCO, of which a contract was never executed, and that the commitment is removed from MEDA's budget. Motion was seconded by Treasurer Estella Saenz and approved 5-0.

- 6. Deliberation & possible action to schedule a board workshop to be held in conjunction with the boards of Mission Economic Development Corporation and Mission Education Development Council, Inc., and the potential agenda topics for the workshop**

No action.

- 7. Adjournment**

There being no more business to discuss, Secretary Deborah L. Cordova moved to adjourn the meeting at 4:33 PM. Motion was seconded by Estella Saenz and approved 5-0.

**MINUTES OF THE MISSION ECONOMIC DEVELOPMENT AUTHORITY, INC.  
BOARD OF DIRECTORS MEETING HELD ON JULY 26, 2023 WERE APPROVED ON  
THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

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Deborah L. Cordova, Secretary

**Mission Redevelopment Authority  
Board of Directors Meeting  
July 25, 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 July 25, 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 and Director Efrain Reyna, Jr. Participating via Zoom teleconference was Tim Austin, Angie Vela, 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, Randy Perez, Damien B. Tijerina, Rubén James de Jesús, Tecló J. García, Stephanie Palacios, and Judy Vega.

**Call Meeting to Order at 4:03 PM**

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

**Approve minutes of the June 27, 2023 meeting of the Mission Redevelopment Authority**

Upon a motion duly made by Vice Chairman Martin Garza and seconded by Director O'Caña, the Board unanimously approved the June 27, 2023 meeting of the Mission Redevelopment Authority as presented.

The Board unanimously agreed to move Item 4 up the agenda to become Item 3.

**Deliberation & possible action related to a financing plan for the issuance of tax increment revenue bonds by Mission Redevelopment Authority – Colby Eckols, Hilltop Securities**

Chairman Penoli recognized Colby Eckols with Hilltop Securities to report on the status of a financing plan for the issuance of tax increment revenue bonds. Mr. Eckols mentioned that Hilltop Securities had prepared a term sheet for private placement and that MRA's legal counsel Tim Austin's comments related to the term sheet had been incorporated into the document. He mentioned that he is waiting for a project list that will be funded with the bonds to determine if they are qualified tax-exempt projects. Mr. Austin mentioned that once the project list becomes available then they can

proceed rapidly. Chairman Penoli asked if any notice had to be given to the city about this process. Mr. Austin said that no notice was necessary, but that once the terms are defined, a resolution will need to be presented to the Mission City Council to authorize issuance. Interim Executive Director Randy Perez mentioned that a project list, composed of infrastructure projects and municipal buildings, is currently being verified and will be provided to Mr. Austin as soon as tomorrow, July 26, 2023. Mr. Eckols mentioned that it would take about two weeks to review before providing it to issuers and said he would like to have something ready before the IRSs' timely inclusion requirement. If the submitted Bank term sheets are brought back to the Board for approval in August, the Texas Attorney General will also need about 30 days to approve the request, then the bonds could be funded by the end of September. No action was taken or required.

### **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 with all sewer lines installed, inspected, and approved by city staff. The project description involves design and construction related services for a new sanitary sewer line extension, Mile 1 South & Inspiration Rd. Sewer line extension will expand sewer service area and eliminate two existing lift stations within Meadow Creek. Mr. de Jesus shared closeout documents with the Board along with the final pay application. Estimated construction costs were \$2,500,000. The bid amount from RDH Site & Concrete was \$1,853,205. Delays were due to 85 rain days. Mr. de Jesus mentioned he was presenting a change order for consideration, further along this agenda, which involves an alignment that needed to be moved further south at the crossing of Inspiration Road, which required additional pipeline. The final construction cost for this project was \$1,886,222.50, a difference of \$33,017.50. Chairman Penoli mentioned that last month it was reported that the amount of the change order would be about \$10,000, but Mr. de Jesus mentioned that that number was an estimate; however, once the final audit process was completed, the number changed. No further comments.

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 90%. He continues to wait for an estimate on dewatering costs, but a geographical report has not been received. Estimated construction and design for this project is \$2,072,375 but it is expected to change to \$2.3 million. The increase is due to the extension of a sanitary sewer force main from Inspiration Road to Los Ebanos Road. 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. Lift Station #10, located on Mile 2 & FM 495 (El Valley Subdivision) will be reducing flows from various Mission area lift stations, which overflow through Inspiration Road. He is waiting for an AGUA Board meeting to take place next month to see if the AGUA Board will entertain an agreement that stipulates that they will be able to process the rerouting of sewer, about 2 million gallons per day. The initial cost for the sewer master plan was estimated at \$110,000, but may increase to \$1.3 million, contingent on construction costs. No further comments were made. Chairman Penoli asked Mr. de Jesus if he could provide an image of the proposed rerouting of the sewer lines at the next meeting, as well as a breakdown of cost estimates.

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 reported that the Environmental Assessment Report, a report that contained eight (8) reports, have all been approved by TxDOT. Comments from TxDOT related to an Environmental Assessment document submitted to them at the end of May 2023, have been addressed and a final document has been submitted for their final review about a week ago. If no comments are received, then TxDOT Environmental Personnel will sign the Finding of No Significant Impact (FONSI) document, which should be received in late August. No further comments were made. On **Phase II**, Mr. Tijerina reported that the firm is working on a 100% submittal of parcel plats (meets & bounds) and that they should be submitted to TxDOT by August 1, 2023. He also stated that a 90% design map was also submitted to TxDOT for their review. The City of Mission may proceed with acquisition of ROW once everything is approved.

Chairman Penoli recognized Dr. Rolando Ortiz with **Killam Development** to report on El Milagro Phase I Project. Dr. Ortiz said that Killam Development is about 35% in on project reimbursements with work that has been completed, which equates to \$4.3 million leaving a balance of about \$8.3 million. Once the project is complete, he plans on submitting requests for reimbursements. Dr. Ortiz said that over 80% of sewer lines have been installed and drainage work is ongoing. Crews out there are beginning to build the streets and said that within the next 60-70 days, a significant change should be visible. Nothing further was reported.

Chairman Penoli recognized Crystal Chavez, Project Manager with The Warren Group to report on the **Fire & Police Sub-Station #6**, Ms. Chavez mentioned that the project is 86% complete. Project cost is \$6,160,040. Added change order is: \$452,739.60, which consisted of a CAT 6A cable, a storm line improvement, the widening of Schuerbach Road with geogrid, culverts for Military Hwy., concrete masonry fencing, and two gates and motors for the Fire Dep. New total Cost: \$6,612,779.60. Construction start date was May 16, 2022, and construction days are 270. Ms. Chavez reported the following related to the construction site: Access gates at the police department have been installed. Motors installation is ongoing. Asphalt and parking striping, fire department canopy, sidewalks, concrete exit drive, and military asphalt entrance to public parking, have all been installed. Schuerbach Road widening is ongoing. The building construction report is as follows: The engineering truck bay exit doors, holding cell doors and plumbing fixture, interior wood doors and hardware, restroom plumbing fixtures and partitions walls, have all been installed. Ongoing is the installation of acoustical ceiling tile, electrical outlets, restroom counter tops and sinks, millwork dormitory closets (which are on site), and water lines and half wall at the kitchen island. No additional weather days to report. TWG submitted to the City of Mission Pay Application #13 for the pay period of June 23, 2023 in the amount of \$307,226. A PA Panel that powers air condition units were shipped on July 17, 2023 and delivery is expected by the end of July. Assistant City Manager J.P. Terrazas said he is working with the vendors on the furniture logistics for the project. Ms. Chavez shared some images of the project's progress with the Board. End of report.

**Walsh Street Project:** No update.

**Mayberry Road Extension:** No update.

**1<sup>st</sup> Street Extension:** Las Esperanzas Subdivision. Mr. Terrazas mentioned that the sewer lines have been completed and shared an aerial picture of the project taken by a drone. Mr. Terrazas said that the sewer line installation was completed, and that the contractor was 98% completed on the drainage. The

lift station has been ordered and the pumps are back ordered. Chairman Penoli asked if there were any problems in the project area. Mr. Terrazas mentioned that they were having problems due to quicksand and the water table, but the drainage isn't very deep, and the water line is 24' taller, so this should help with the installation a lot faster.

**Deliberation & possible action to authorize Interim Executive Director to solicit proposals for audit services for the Authority's FY 2022-2023 audit**

Interim Executive Director Randy Perez mentioned that we were nearing audit time and therefore he is requesting authorization to solicit proposals for audit services. He was also recommending that a multi-year audit services engagement is considered instead of one year. Mayor Norie Gonzalez Garza asked what the timeline for an engagement was. Mr. Perez said that if authorized, proposals will be solicited, then once received, the selection process can take place at the August Board meeting.

Upon a motion duly made by Vice Chairman Martin Garza and seconded by Director Chapa, the Board unanimously authorized Mr. Perez to solicit proposals for audit services for the Authority's FY 2022-2023 audit.

**Deliberation & possible action for the approval of Change Order #1 related to the Bentsen Palm Development Sanitary Sewer Line Improvements Phase III Project**

Upon a motion duly made by Director O'Caña and seconded by Director Moreno, the Board unanimously approved Change Order #1 related to the Bentsen Palm Development Sanitary Sewer Line Improvements Phase III Project in an amount not to exceed \$33,017.50.

**Report on economic development – Tecló J. Garcia, CEO, Mission Economic Development Corp.**

Mission Economic Development Corporation (MEDC) CEO Tecló J. Garcia shared a brief power point presentation related to economic development in the City of Mission. He informed the Board that he had been with the corporation for nine months and said that MEDC offices were housed in the CEED building, a 55,000 sq. ft. building. Twenty-seven (27) tenants occupy office space at CEED and seven of those since he became CEO. As a result, rent revenues will increase by 100% next year and said that Texas Women's University, Wayland Baptist University, TV Azteca, UTRGV has a hub here, Brand Geniuz, and a vending machine vendor. MEDC has also sold three properties adjacent to the Mission Event Center. On contract there are also three properties owned by Mission EDA, which are expected to sell by the end of 2023. MEDC has closed 10 new incentive deals related to retail since his tenure at MEDC. He also mentioned that he and some of his staff visited San Luis Potosi's Auto Summit last week. Mr. Garcia ended his presentation by saying that he hired seven new team members to the MEDC. He thanked the Board for the opportunity to share his report.

**Deliberation & possible action for the acceptance of General Fund and Debt Service Investment Reports for Quarter ending June 30, 2023**

Accountant Joe Salazar presented and recommended acceptance of the General Fund and Debt Service Investment Reports for the quarter ending June 30, 2023.

There being no corrections or additions, upon a motion duly made by Director O'Caña and seconded by Vice Chairman Martin Garza, the Board unanimously accepted the General Fund and Debt Service Investment Reports for the quarter ending June 30, 2023.

**Deliberation & possible action for acceptance of Financial Report for June 2023**

Accountant Joe Salazar presented and recommended the acceptance of the Financial Report for June 2023.

There being no corrections or additions, upon a motion duly made by Vice Chairman Martin Garza and seconded by Director O’Caña, the Board unanimously accepted the Financial Report for June 2023.

**Approval of invoices for July 2023**

Accountant Joe Salazar presented and recommended approval of all invoices for July 2023.

Upon a motion duly made by Vice Chairman Martin Garza and seconded by Director O’Caña, the Board unanimously approved all invoices for the month of July 2023.

**Adjournment**

As there was no further business for the board to consider, upon a motion made by Director O’Caña and being seconded by Director Chapa, the Board unanimously voted to adjourn the meeting at 5:41 PM.

**Follow up items:**

**All projects:** Binders with project reports. In progress.

**Inspiration Road Trunklines (Sanitary Sewer Master Plan):** Ruben James de Jesus with Melden & Hunt will provide an image of the proposed rerouting of the sewer lines at the next meeting, as well as a breakdown of cost estimates.

**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: \_\_\_\_\_

**NOTICE OF MEETING OF THE  
MISSION EDUCATION DEVELOPMENT COUNCIL, INC.  
JULY 26, 2023**

The Board of Directors of the Mission Education Development Council, Inc., held a meeting on Wednesday, July 26, 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: April 26, 2023
3. Deliberation & possible action to accept Financial Report ended June 30, 2023
4. Discussion related to FY 2023-2024 Budget
5. Deliberation & possible action to schedule a board workshop to be held in conjunction with the boards of Mission Economic Development Authority and Mission Economic Development Corporation, and the potential agenda topics for the workshop
6. Adjournment

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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

**ALSO PRESENT:**

Eugene Vaughan, JGKL LLP  
Tony Barrera, Progress Times

**ABSENT:**

**STAFF PRESENT:**

Tecló J. Garcia, Chief Executive Officer  
Judy Vega, Executive Assistant  
Stephanie Palacios, Financial Officer  
Blanca Davila, Director of Economic Development  
Belen Guerrero-Aguirre, Director of Strategic Partnerships & Program Development  
Randy Perez, City Manager  
Angie Vela, Finance Director  
Naxiely Lopez-Puente, Marketing Director  
Brianna Caceres, CEED  
Receptionist/Marketing Assistant  
Cristian Garza, Accountant

**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 4:03 PM.

**2. Approval of Minutes: Meeting of April 26, 2023**

Subject to a correction noted by Secretary Deborah L. Cordova on Pg. 2, Total Net Income should be \$77.51. Treasurer Estella Saenz moved for approval of the meeting minutes of April 26, 2023. Motion was seconded by Vice Chair Jose G. Vargas and approved 7-0.

**3. Acceptance of Financial Report ended June 30, 2023**

Financial Officer Stephanie Palacios presented and recommended approval of the financial report ended June 30, 2023. Ms. Palacios began her report by saying that Total Assets for the quarter were \$114,914.93. Total liabilities and equity were \$104,914.93. Total Net Income was \$78.43 from interest earned. No expenses were reported for this quarter.

Carl Davis moved to accept the financial report ended June 30, 2023. Motion was seconded by Mayor Norie Gonzalez Garza and approved 7-0.

**4. Discussion related to FY 2023-2024 Budget**

Brief discussion took place related to FY 2023-2024 Budget. CEO Teclo Garcia said the new budget mirrors the current budget since no expenditures have been made, but he mentioned that he expects the fund to increase once new fundraising and programs take place, as well as interest. This new fiscal year's budget will remain the same with Expenditures at \$16,000 and no gains.

No action was taken or required.

**5. Deliberation & possible action to schedule a board workshop to be held in conjunction with the boards of Mission Economic Development Authority and Mission Economic Development Corporation, and the agenda topics for the workshop**

No action.

**6. Adjournment**

There being no more business to discuss, Secretary Deborah L. Cordova moved to adjourn. Motion was seconded by Treasurer Estella Saenz. The meeting was adjourned at 4:10 PM.

**MINUTES OF THE MISSION EDUCATION DEVELOPMENT COUNCIL, INC.  
BOARD OF DIRECTORS MEETING HELD ON JULY 26, 2023 WERE  
APPROVED ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

\_\_\_\_\_  
Deborah L. Cordova, Secretary

**Mission Tax Increment Reinvestment Zone  
Board of Directors Meeting  
July 25, 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 July 25, 2023, at 801 N. Bryan Road, Mission, Texas and at 5:42 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 Director Reyna. Participating via Zoom teleconference was Tim Austin, Angie Vela, 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, Randy Perez, Damien B. Tijerina, Rubén James de Jesús, Tecló J. García, Stephanie Palacios, and Judy Vega.

**I. Consider Consent Agenda**

- A. Call meeting to order and establish quorum
- B. Approve Minutes of the June 27, 2023 meeting of the TIRZ#1
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the July 25, 2023 meeting

Upon a motion duly made by Director Chapa and seconded by Director O'Caña, the Board unanimously approved the minutes of June 27, 2023 meeting of the TIRZ#1

Upon a motion duly made by Vice Chair Martin Garza and seconded by Director O'Caña, 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 O'Caña and seconded by Director Chapa, the Board unanimously voted to adjourn the meeting at 5:43 PM.

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

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

Printed Name: David Penoli

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

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

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