

CITIZEN'S ADVISORY COMMITTEE

January 14, 2026

Regular Meeting

Members Present

Lorenzo Garza, Chairman
Emigdio Villanueva, Jr., Vice-Chairman
Roxanne Mendez
Zoreida Lopez
Monika Rosales-Flores
Ruben Davila Lozano
Marsha Terry
Berenice Gonzalez

Members Absent

Clarisa Y. Rios

Staff Present

Michael J. Elizalde
Esther G. Rivera
Monica M. Gonzalez

Call Regular Hearing to Order and Establish Quorum

The meeting was called to order by Chairman Garza at 5:31 p.m. Roll was taken by Ms. Rivera, who reported that seven members were present. With a quorum established, the meeting proceeded as scheduled.

Election of Officers (Tabled)

Chairman Garza suggested a motion to table the item due to pending members. Ms. Mendez motioned and Ms. Lopez seconded.

Citizen Participation

Chairman Garza invited any citizens present to address the Board regarding items on the agenda or other concerns. No citizens were in attendance, and no public comments were received. Chairman Garza then proceeded to the next agenda item.

Discussion and Recommendation to Approve Minutes for Public Hearing/Regular Meeting held on December 3, 2025.

Chairman Garza asked the members if they had reviewed the minutes of the Public Hearing/Regular Meeting held on December 3, 2025. Following a brief discussion, Chairman Garza requested a motion for approval. Ms. Terry moved to approve the minutes as presented, and Ms. Lopez seconded the motion. The motion carried unanimously (7-0).

Election of Officer (Untabled)

After confirming final attendance of members, Chairman Garza recommended to untable the item. Ms. Mendez made a motion to remove the item from the table, which was seconded by Ms. Lopez and approved (8-0). Mr. Elizalde then opened the floor for nominations for Chairman and Vice Chairman. Mr. Villanueva nominated Mr. Garza for Chairman, and Ms. Flores nominated Mr. Villanueva for Vice Chairman. Mr. Elizalde asked if there were any additional nominations; hearing none, Ms. Terry made a motion to approve the nominations as presented. The motion was seconded by Ms. Lopez. The motion carried unanimously (8-0).

Presentation and Discussion on CDBG Program

Mr. Elizalde presented an overview video explaining the purpose of the Community Development Block Grant (CDBG) program and reviewed an informational packet provided to CAC members regarding HUD rules and regulations. He informed the Committee that staff prepared a two-page document outlining HUD's national objectives, eligible and ineligible uses of funds, and the roles of the Citizen Advisory Committee. After a brief discussion among members, Chairman Garza proceeded to the next agenda item. No action was taken.

Other Business:

A. Progress Report: CDBG- December

Ms. Rivera presented the December unofficial CDBG expenditure progress report, providing updates on funded agencies, housing activities, and administrative costs. She reported that no expenditures have been made to date, as the City has not yet received its fiscal year funds. Ms. Rivera also informed the Committee that all subrecipient agreements have been sent to the agencies, and reimbursement requests are expected by the end of the month or early next month. After a brief discussion, Chairman Garza called for a motion to approve the December CDBG progress report as presented. Vice Chair Villanueva moved for approval, Ms. Gonzalez seconded the motion, and the motion carried unanimously (8-0).

B. Status of Housing Assistance Program Phase 24-1 (Rehabilitation)

Ms. Rivera presented an update on two housing rehabilitation projects, reporting that the project at 214 Slabaugh Avenue has been completed 100% and reviewing the improvements made to the home. She also provided an update on the project at 315 Alma Avenue, which has likewise been completed 100%. She explained that during construction, flooring issues occurred after the home was leveled, causing ceramic tiles to lift, and termites were discovered. Due to these unforeseen conditions, the project exceeded its original budget. Ms. Rivera outlined the repairs and corrective work completed to resolve these issues. Chairman Garza noted that the rehabilitation projects are now showing significant improvements compared to previous years, and Mr. Elizalde added that increasing the funding limit from \$25,000 to \$45,000 has had a substantial impact on the quality and scope of renovations. After a brief discussion, Chairman Garza proceeded to the next agenda item.

C. Open Meetings Act-Discussion

Ms. Rivera informed the Committee that included in their meeting packet was a document containing the required annual training link. She reminded members that the training must be completed each year and requested that completion certificates be emailed to staff for filing. She provided a deadline of February 6 for members to complete and submit the training documentation. After a brief discussion, Chairman Garza proceeded to the next agenda item.

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

A. Chairman's Comments

Chairman Garza requested an update on the monitoring and maintenance of previously assisted homes and asked staff if a quarterly report could be provided on follow-up inspections. Mr. Elizalde assured the Chairman that staff continues to monitor previously assisted properties to ensure recipients remain current on property taxes and homeowner's insurance. He explained that if recipients are not up to date, staff sends written notification requesting proof of insurance or paid property taxes. Mr. Elizalde also informed the Committee that staff conducts on-site spot checks to ensure the properties are being properly maintained. He added that staff can provide quarterly updates to the Committee if requested. Chairman Garza then introduced new Committee member Berenice, introduced himself, and invited Committee members to introduce themselves.

B. Committee Member's Comments

Berenice introduced herself to the Committee and thanked the members for welcoming her. Each Committee member then went around the table, introduced themselves, and welcomed her to the Committee.

C. Director's Comments

Mr. Elizalde introduced himself to the new Committee member and welcomed her. Staff members also introduced themselves and welcomed her to the Committee.

Adjourn

Chairman Garza inquired if there were any additional items for discussion. Hearing none, he requested a motion to adjourn the meeting. Ms. Mendez moved to adjourn, and Ms. Terry seconded the motion. The motion carried unanimously (8-0), and the meeting was adjourned at 6:31 p.m.

Lorenzo Garza, Chairman

**MINUTES FOR THE
MISSION CIVIL SERVICE COMMISSION
January 9, 2026**

Commission-Present
Polo Garza-Chairman
Memo Delgadillo-Vice Chair
Robert Pena-Member

Staff Present
Noemi Munguia-HR Director
Rey Perez- Asst Chief of Police
Mike Silva-Fire Chief
Jesse Lerma Jr-CS Director

Call to Order

Mr. Polo Garza called the meeting to order at 11:00 a.m.

Roll Call

All present

Pledge of Allegiance

Mr. Garza led the Pledge of Allegiance

Selection of Chair & Vice Chair for 2026

Mr. Lerma advised the Commission that we needed to select and approve a Chair & Vice Chair every year in January as required by law. After a brief discussion, Mr. Delgadillo made a motion to have Mr. Garza as Chair and himself as Vice-Chair for 2026. Mr. Pena seconded the motion. Motion was approved unanimously.

Approval of Minutes-December 19, 2025

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

Approval to Create a New Eligibility List for the Mission Police Department

Mr. Lerma advised the Commission that Chief Torres was requesting a new eligibility list due to that they had exhausted the previous list and they had six (6) openings. Mr. Lerma provided the following for approval:

1. CS approval-January 9, 2026
2. Start Advertising-January 9, 2026
3. Deadline to Submit Applications-February 9, 2026
4. Date of Examination-February 18, 2026

After a brief discussion, Mr. Delgadillo made a motion to approve the schedule to create a new eligibility list as requested. Mr. Pena seconded the motion. Motion was approved unanimously

Pending Business

Mr. Lerma went over schedule for CS training coming up on January 27-29, 2026.

Adjourn

Meeting was adjourned at 11:15 a.m.