

CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

MEETING DATE: December 16, 2024

Juan Pablo "JP" Terrazas, P.E., Asst. City Manager PRESENTED BY:

AGENDA ITEM: Approval of Memorandum of Understanding between Mission EDC and the

City of Mission related to Facility Maintenance Services for the CEED

Building with respective budget amendment- Terrazas

NATURE OF REQUEST:

Mission EDC staff is requesting the Mayor's execution of a Memorandum of Understanding (MOU) concerning facility maintenance services for the CEED building. By approving this MOU, the City of Mission will allocate its maintenance staff to carry out general maintenance services including routine inspections, basic repairs, HVAC maintenance, floor care, minor plumbing and electrical issues, groundskeeping, building and safety checks, and exterior maintenance, along with other services as outlined in the MOU. Mission EDC will compensate the City of Mission with \$50,000 annually for these services, effective upon the execution of the MOU by both parties, with the agreement set to expire on September 30, 2025. The Mission EDC Board of Directors approved the MOU on November 13, 2024.

BUGETED: No	FUND: General	ACCT. #: 01-300-39020			
BUDGET: \$0	EST. COST : \$50,000	CURRENT BUDGET BALANCE: \$0			
BID AMOUNT: \$					
STAFF RECOMMENDATION: Approval Departmental Approval: Finance Advisory Board Recommendation: City Manager's Recommendation: Approval MRP					
			RECORD OF VOTE:	APPROVED:	
				DISAPPROVED:	
	TABLED:				
AYES					
NAYS					
DISSENTING					