

**NOTICE OF REGULAR MEETING  
MISSION CITY COUNCIL  
NOVEMBER 22, 2010 4:30 P.M.  
MISSION CITY HALL**

**PRESENT:**

Norberto Salinas, Mayor  
Maria Elena Ramirez, Councilwoman  
Ruben D. Plata, Councilman  
Norie Gonzalez Garza, Councilwoman  
Leo Olivarez, Mayor Pro Tem  
David Guerra, City Attorney  
Anna Carrillo, City Secretary  
Julio Cerda, City Manager

**ALSO PRESENT:**

Kathy Olivarez, Progress Times  
Jim Barnes  
Beth Barnes  
Fred Kurth  
Gary Looney  
Pat Townsend, Jr.  
Richard Perez  
Fred Kurth  
Maria Luke  
Jackeline Luke  
Victoria Chavez  
Krystal Cavazos

**ABSENT:**

**STAFF PRESENT:**

Nelia Hernandez, Asst. City Secretary  
Aida Lerma, Deputy City Manager  
Sonia Carnes, Deputy City Manager  
Guillermo Seguin, Deputy City Manager  
Sergio Zavala, Planning Director  
Roberto Salinas, Public Works Director  
Paul Schaefer, Golf Course Director  
Joanne Longoria, CDBG Director  
Gilbert Sanchez, Fire Marshal  
Rick Saldana, Fire Chief  
Glorina Flores, Purchasing Buyer  
Leo Longoria, Chief of Police  
Robert Dominguez, Asst. Chief of Police  
Martin Garza, Chief of Police  
Janie Flores, Finance Director  
Randy Perez, Accountant  
Julian Gonzalez, Parks & Rec. Director  
Mayra Rocha, Library Director  
Juan C. Avila, B & G Club Director  
Noemi Munguia, HR Director  
Rosie Salazar, Risk Manager  
Jesse Lerma, Civil Service  
Roland Rodriguez, I. T. Director  
Jonathan Wehrmeister, Judge  
Elizabeth Garcia, Engineering Dept.  
Becky Ramirez, H.R. Dept.

**1. Call to order**

With a quorum being present, Mayor Norberto Salinas called the meeting to order at 4:30 p.m.

**2. Pledge Allegiance and Invocation**

Mayor Salinas led the meeting with the pledge of allegiance and City Manager Julio Cerda gave the invocation.

### **3. Departmental Reports**

Councilwoman Maria Elena Ramirez moved to approve the departmental reports as presented. Motion was seconded by Mayor Pro Tem Leo Olivarez and approved unanimously 5-0.

### **4. Citizens Participation**

Krystal Cavazos, Miss Mission 2011, Jacqueline K. Luke, Miss Mission Teen 2011 and Victoria Chavez, Jr. Teen Miss Mission 2011 thanked Mayor Salinas for his support and presented him with a thank you basket.

#### **1.0 Public Hearing**

None

#### **2.0 Disposition of Minutes**

##### **2.1 City Council Meeting – November 8, 2010**

Councilwoman Norie Gonzalez Garza moved to approve the minutes as presented. Motion was seconded by Councilman Ruben Plata and approved unanimously 5-0.

#### **3.0 Acknowledge Receipt of Minutes**

##### **3.1 Shary Golf Advisory Board – October 5, 2010**

##### **Mission Economic Development Corporation – October 19, 2010**

Councilwoman Garza moved to acknowledge the receipt of minutes as presented. Motion was seconded by Mayor Pro Tem Olivarez and approved unanimously 5-0.

#### **4.0 Approvals and Authorizations**

##### **4.1 Authorization for Mayor to submit Rio Grande Valley Walk of Fame Nominee**

The City of Hidalgo was requesting for the City of Mission to submit a name from our community leaders to be inducted to the Rio Grande Valley Walk of Fame.

The induction ceremony was to take place during the Border Fest Festivities which was the first weekend in March.

Staff and City Manager recommended approval.

Mayor Pro Tem Olivarez moved authorize Mayor to submit Rio Grande Valley Walk of Fame Nominee. Motion was seconded by Councilman Plata and approved unanimously 5-0.

##### **4.2 Approval of Interlocal Agreement between City of Mission and County of Hidalgo Head Start Program**

The Interlocal Agreement was to cover from January 1, 2010 thru December 31, 2011. The rent amount of the lease was \$500.00 per month for a total of \$6,000 per year. Lessee was responsible to maintain the building roof, air conditioner, and heating system before and during the lease and would provide all major repairs at its own expense. The Hidalgo County Head Start Program was located at 115 South Mayberry Road.

Staff and City Manager recommended approval.

Councilman Plata moved to approve Interlocal Agreement between City of Mission and County of Hidalgo Head Start Program. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**4.3 Approval of Ordinance # \_\_\_\_\_ granting a wet designation For 2309 E. Expressway 83, Ste 4, RGV Liquor**

No action was taken on this item.

**4.4 Change Order No. 2 for the New Police and Fire Substations located at 4500 S. Glasscock Road**

The addition of electrical modifications by adding an electrical panel, electrical circuits, electrical conduit, and electrical wiring to provide power to different rooms within the police substation through a Uninterrupted Power Supply (UPS) during episodes of power failure. The contract would increase by a total of \$21,009.00. Change Order No. 2 would increase the contract cost from \$1,906,074.00 to \$2,029,723.00. The change order was under 25% limit at 6.49% from the contract cost set by the Texas Government Code.

Staff and City Manager recommended approval.

Councilwoman Garza moved to approve Change Order No. 2 for the New Police and Fire Substations located at 4500 S. Glasscock Road. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**4.5 Authorization to continue with New World Systems Records Management for software and upgrades**

The Mission Police Department was requesting authorization to continue with New World Systems Records Management for software and upgrades. New World Systems had been the Department's software provider for all their records management systems to include computer aided dispatch, jail, mug shots, bar coding, field reporting, etc. since 1991. New World Systems provided services to any of the modules and included any upgrades to the current operating system. The total amount of the agreement was \$84,960.00.

Staff and City Manager recommended approval.

Councilwoman Ramirez moved to authorize to continue with New World Systems Records Management for software and upgrades. Motion was seconded by Councilman Plata and approved unanimously 5-0.

**4.6 Authorize the acceptance of the 2010 Enforcing the Underage Drinking Laws Block Grant from the Texas Alcoholic Beverage Commission**

The Mission Police Department was requesting authorization to accept the 2010 Enforcing the underage Drinking Laws Block Grant from the Texas Alcoholic Beverage Commission. The grant funds would be utilized for overtime to enforce underage drinking laws and to purchase equipment for this project. The total amount of the grant award was \$10,000.00. There was no cash match required by the City of Mission. Staff was seeking a favorable recommendation.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize the acceptance of the 2010 Enforcing the Underage Drinking Laws Block Grant from the Texas Alcoholic Beverage Commission. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**4.7 Budget Amendments: General Fund, Utility Fund, Golf Course, Recreation Fund, PD State Sharing Fund, PD Federal Sharing Fund, Drainage Fund, Capital Projects Fund, MEDC Capital Projects Fund, 2005A CO Fund, 2007 CO Fund, 2009 CO Fund, Designated Purpose Fund, 2010 CO Fund, CDBG and Park Dedication**

Finance Director Mrs. Janie Flores presented budget amendments BA-02 thru BA-17 to the City Council for approval.

Staff and City Manager recommended approval.

Mayor Salinas requested to amend the Purchasing Policy to include any purchase over \$10,000 to be approved by council and that the 2007CO Fund be used for park improvements.

Councilwoman Garza moved to approve budget amendments BA-02 thru BA-17. Motion was seconded by Mayor Pro Tem Olivarez and approved unanimously 5-0.

**4.8 Tax Collection Report – October, 2010**

Mrs. Flores presented the Tax Collections Report for October 2010, for acceptance.

Acceptance of monthly property tax report for the month of October 2010. The 2010 total adjusted tax levy was \$17,875,414.54 and the amount of the collections as of October 31, 2010 was \$47,420.43 which represented 00.27% of the total tax levy.

Staff and City Manager recommended approval.

Councilman Plata moved to approve the Tax Collections Report for October 2010, as recommended. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**4.9 Interlocal Agreement between City of Mission and the Mission Consolidated Independent School District**

The Mission CISD had recently set-up a complete facility for printing services and had invited the City of Mission to enter into an Interlocal Agreement to perform certain printing and binding services that would be more cost effective and timely to the City.

MCISD would serve as an additional vendor while soliciting price quotes only and in no way would this agreement bind us to use their services exclusively.

This Interlocal Agreement would be beneficial to various City Departments when printing newsletters, flyers, notices, budget books, etc. The suggested prices for printing/binding services were lower than those at other print shops and would be a cost savings to the City

No action was taken on this item.

**4.10 An Order by the City of Mission approving Resolution 2010-04 authorizing the refunding of Certain obligations of the City of Mission Economic Development Corporation; authorizing the maximum principal amount of obligations to be refunded and maximum interest rates delegating authority to one or more officers or employees of the Corporation to select the specific maturities and Series of Obligations to be refunded; and approving other matters incident thereto**

It was being requested for the City Council by order approved MEDC's resolution authorizing the refunding of Certain obligations of the City of Mission Economic Development Corporation; authorizing the maximum principal amount of obligations to be refunded and maximum interest rates delegating authority to one or more officers or employees of the Corporation. MEDC approved the resolution at its November 16, 2010 meeting

Staff and City Manager recommended approval.

Mayor Salinas requested to have this item tabled due to the Financial Advisor not being present at the meeting to answer questions by the City Council.

Councilman Plata moved to table this item. Motion was seconded by Councilwoman Garza and approved unanimously 5-0.

**4.11 Clarification of City Council Action taken on the Health Insurance Benefits Plan for City of Mission Employees**

Council took action on this item on August 9, 2010. As a result of a City Council's workshop held after said meeting, it appeared that there had been different interpretations as to the action the Council took in regard to the payment of the premiums for dependent coverage. It was staff's interpretation that the City would continue to pay the employee dependent coverage premium over and above the employee's share of said premium for FY 2010-2011. It was also staff's interpretation of said Council's action that staff was to plan on terminating the City Payment of health insurance premiums for employee dependent coverage for FY 2011-2012.

Staff and City Manager recommended approval.

City Attorney David Guerra requested that council go into executive session prior to considering this matter in open session pursuant to V.T.C.A. Gov. Code Sec. 551.071, Private consultation with the City Attorney. Council did and thereafter returned to the item in open session.

Councilwoman Ramirez moved to approve Clarification of City Council Action taken on the Health Insurance Benefits Plan for City of Mission Employees. Motion was seconded by Councilman Plata and approved unanimously 5-0.

**4.12 Authorize City Manager to engage Alamo Insurance Group for Insurance Consulting Services for Employer Paid Group Life & Health Insurance**

Alamo Insurance Group would provide the City of Mission with the professional services of a licensed consultant to analyze insurance plan options, offer management assistance, and provide recommendations on the placement of insurance contracts for the City.

The City shall pay an annual consulting service fee of \$27,500.00 for services provided as per contract.

Staff and City Manager recommended approval.

City Attorney David Guerra requested that council go into executive session prior to considering this matter in open session pursuant to V.T.C.A. Gov. Code Sec. 551.071, Private consultation with the City Attorney. Council did and thereafter returned to the item in open session.

Councilman Plata moved to authorize City Manager to engage Alamo Insurance Group for Insurance Consulting Services for Employer Paid Group Life & Health Insurance subject to change requested by City Attorney. Motion was seconded by Mayor Pro Tem Olivarez and approved unanimously 5-0.

#### **4.13 Authorization to solicit bids for Sludge Disposal**

The City of Mission was seeking authorization to solicit bids for Sludge Disposal for the Water Treatment Plant & Waste Water Plant. Contract would be for one year with an option to renew on a yearly basis for 2 years.

Staff and City Manager recommended approval.

Mayor Pro Tem Olivarez moved to authorize to solicit bids for Sludge Disposal. Motion was seconded by Councilman Plata and approved unanimously 5-0.

#### **4.14 Bid for the purchase of Cold Water Meters for Public Works (Water Distribution) Department**

On September 13, 2010, City Council authorized staff to solicit bids for Cold Water Meters. The City of Mission had accepted and opened four (4) bid responses for this project. Staff was recommending awarding to the low bidder meeting all specifications – US Metering & Technology for a total estimated cost of \$201,092.50. First low bidder, Mueller Systems, was unable to provide all items. This was an estimated dollar amount of the quantities that would be used for one year. The amount that would be used within one fiscal year would be less than the estimated cost.

Staff and City Manager recommended approval.

Councilwoman Ramirez moved to approve bid for the purchase of Cold Water Meters for Public Works (Water Distribution) Department. Motion was seconded by Councilman Plata and approved unanimously 5-0.

#### **4.15 Approval of Budget Amendment and revised Chamber of Commerce Contract Amount**

On September 27, 2010, Council approved that the Chamber of Commerce Contract be increased from \$275,000 to \$325,000. The additional \$50,000 included \$10,000 for advertisement; however, the City undertook the advertisement project and was requesting that the Chamber contract be reduced by \$10,000.

The budget amendment increased the \$275,000 to \$315,000 to the Chamber and added \$10,000 to the advertising line item in the Hotel/Motel budget.

Hotel Motel Fund (Appropriations \$50,000)

Councilwoman Ramirez moved to approve Budget Amendment 18 and revised Chamber of Commerce Contract Amount. Motion was seconded by Mayor Pro Tem Olivarez and approved unanimously 5-0.

**4.16 Approve change order #1 for Aguirre Framing & Construction for Housing Assistance at 920 Bryce**

Rehabilitation improvements for applicant's home located at 920 Bryce had been completed. Staff's cost estimate for this project was \$24,524.52; the bid amount awarded was \$23,900; the maximum amount allowed through the CDBG-Disaster Recovery program per project was \$25,000. TDHCA would not allow the city to exceed \$25,000 per project.

TDHCA was requesting correction of HQS deficiencies as follows:

- 1) repair ceiling tiles in main bedroom;
- 2) replace

The cost estimate for this change order was

Change order #1(HQS)	\$650.00
Contract amount	\$23,900.00
Other Project Costs	<u>\$429.66</u>
Total amount	\$24,979.66

Staff and City Manager recommended approval.

Councilman Plata moved to approve change order #1 for Aguirre Framing & Construction for Housing Assistance at 920 Bryce. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**4.17 Approve change order #1 for Aguirre Framing & Construction for Housing Assistance at 934 Lee**

Rehabilitation improvements for applicant's home located at 934 Lee had been completed. Staff's cost estimate for this project was \$17,576.70; the bid amount awarded was \$18,908; the maximum amount allowed through the CDBG-Disaster Recovery program per project was \$25,000. TDHCA would not allow the city to exceed \$25,000 per project.

TDHCA was requesting correction of HQS deficiencies as follows:

- 1) install vent in hall bathroom;
- 2) install deadbolt for burglar bar;
- 3) install drain kit for washer;
- 4) replace range hood filter;
- 5) install sink and replace counter top (alternate);

The cost estimate for this change order was \$1,445.

Change order #1(HQS)	\$1,445.00
Contract amount	\$18,908.00
Other Project Costs	<u>\$886.83</u>
Total amount	\$21,714.83

Staff and City Manager recommended approval.

Councilman Plata moved to approve change order #1 for Aguirre Framing & Construction for Housing Assistance at 934 Lee. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**4.18 Approve change order #1 for Aguirre Framing & Construction for Housing Assistance at 1812 Joanna**

Rehabilitation improvements for applicant's home located at 1812 Joanna had been completed. Staff's cost estimate for this project was \$13,763.45; the bid amount awarded was \$8,450; the maximum amount allowed through the CDBG-Disaster Recovery program per project was \$25,000. TDHCA would not allow the city to exceed \$25,000 per project.

TDHCA was requesting correction of HQS deficiencies as follows:

- 1) install tile in utility area bathroom;
- 2) replace paneling in utility room;
- 3) replace heater fan in hall bathroom;
- 4) seal dryer vent;

The cost estimate for this change order was \$890.

Change order #1(HQS)	\$ 890.00
Contract amount	\$ 8,450.00
Other Project Costs	<u>\$429.66</u>
Total amount	\$ 9,769.66

Staff and City Manager recommended approval.

Mayor Pro Tem Olivarez moved to approve change order #1 for Aguirre Framing & Construction for Housing Assistance at 1812 Joanna. Motion was seconded by Councilwoman Ramirez and approved unanimously 5-0.

**5.0 Unfinished Business**

None

**6.0 Routine Matters**

**6.1 City Manager's Comments**

City Manager advised that City Hall would be closed Thursday and Friday in observance of Thanksgiving Holiday

**6.2 Mayor's Comments**

None

At 5:12 p.m., Mayor Pro Tem Olivarez moved to convene into executive session. Motion was seconded by Councilman Plata and approved unanimously 5-0.



**7.0 Executive Session pursuant to V.T.C.A. Gov. Code Sec. 551.001**

7.1 Private consultation with the City Attorney Sec. 551.071

A. City of Mission vs City of Alton

7.2 The City Council will reconvene in open session to take any actions necessary

At 5:27 p.m., Mayor Pro Tem Olivarez moved to reconvene in open session. Motion was seconded by Councilman Plata and approved unanimously 5-0.

No action was taken on item 7.1-A.

**8.0 Adjournment**

At 5:27 p.m., Mayor Pro Tem Olivarez moved for adjournment. Motion was seconded by Councilman Plata and approved unanimously 5-0.

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Norberto Salinas, Mayor

ATTEST:

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Anna Carrillo, City Secretary