

**NOTICE OF REGULAR MEETING  
MISSION CITY COUNCIL  
JANUARY 25, 2016 4:30 P.M.  
MISSION CITY HALL**

**PRESENT:**

Norberto Salinas, Mayor  
Jessica Ortega-Ochoa, Councilwoman  
Ruben D. Plata, Councilman  
Norie Gonzalez Garza, Mayor Pro Tem  
Abiel Flores, City Attorney  
Jaime Tijerina, Deputy City Attorney  
Anna Carrillo, City Secretary  
Martin Garza, Jr., City Manager

**ALSO PRESENT:**

Kathy Olivarez, Progress Times  
Jim & Beth Barnes  
Lisa Helle  
Lee McCormick  
Juan Eliseo Gonzalez Jr.  
Ben Mefoyer  
Abraham Gutierrez  
Vanessa Tijerina  
Eliecer Uresti  
Joe Sanchez  
Nereo Rodriguez  
Michael S. McCleary  
Jorge Martinez  
Jaime Gutierrez  
Dianna Reed

**ABSENT:**

Dr. Armando O'caña, Councilman

**STAFF PRESENT:**

Carmen Morales, Administrative Asst.  
Aida Lerma, Deputy City Manager  
Randy Perez, Deputy City Manager  
Danny Tijerina, Planning Director  
Roberto Salinas, Public Works Director  
Mario Flores, Golf Director  
Joanne Longoria, CDBG Director  
Rene Lopez, Fire Chief  
Gilbert Sanchez, Fire Marshal  
Eduardo Belmarez, Purchasing Director  
Robert Dominguez, Chief of Police  
Angie Vela, Asst. Finance Director  
Luduvico Martinez, B & G Club Director  
Noemi Munguia, HR Director  
Robert Hinojosa, Risk Management Director  
Jesse Lerma, Civil Service Director  
Roland Rodriguez, I. T. Director  
Luis Contreras, Museum Director  
Mayra Rocha, Library Director  
Jonathan Wehrmeister, Judge  
Elizabeth Hernandez, Executive Secretary  
Juan Pablo Terrazas, City Engineer  
Alex Meade, MEDC Chief Exec. Officer  
Brad Bentsen, Parks & Recreation Director  
Cesar Gutierrez, Sanitation Director  
Jaime Acevedo, Asst. Planning Director

**1. Call to order**

With a quorum being present, Mayor Norberto Salinas called the meeting to order at 4:38 p.m.

**2. Pledge Allegiance and Invocation**

Mayor Salinas led the meeting with the pledge of allegiance and City Manager Martin Garza, Jr. gave the invocation.

### **3. Presentation of Award received by City Secretary's Office**

Anna Carrillo, City Secretary presented the Mayor and Council the 5 Star "Exemplary" Award received by the Vital Statistics Department.

### **4. Report from the Greater Mission Chamber of Commerce**

George Meyers, CEO from the Greater Mission Chamber of Commerce reported on the Go Mission Banners that would be placed in Conway Ave., Mr. Meyers also spoke about chamber events that had recently taken place and upcoming ribbon cuttings.

### **5. Departmental Reports**

Councilwoman Jessica Ortega-Ochoa moved to approve the departmental reports as presented. Motion was seconded by Councilman Ruben D. Plata and approved unanimously 3-0.

### **6. Citizens Participation**

Vanessa Tijerina, spoke about disability rights and speaking in public.

#### **1.0 Public Hearing**

##### **1.1 Planning & Zoning Recommendations**

- A. Rezoning: A tract of land containing 1.38 acres, being part or portion of Lot 24-7, West Addition to Sharyland Subdivision, AO-I (Agricultural Open Interim) to C-3 (General Business), Sanbro Investments, LLC, c/o John David Santos, Adoption of Ordinance # 4306 approving 1.1A**

On January 13, 2016 the Planning and Zoning Commission held a Public Hearing to consider this rezoning request. The property was near the SE corner of Conway Blvd. and E. Griffin Parkway (F.M. 495). There was no public opposition during the P&Z Meeting. The Board unanimously recommended approval of the C-3 zone.

Staff and City Manager recommended approval of ordinance.

Mayor Salinas asked if there were any comments for or against the request.

There were no comments.

Councilwoman Ochoa moved to approve the rezoning and to adopt Ordinance No 4306 Rezoning: A tract of land containing 1.38 acres, being part or portion of Lot 24-7, West Addition to Sharyland Subdivision, AO-I (Agricultural Open Interim) to C-3 (General Business), Sanbro Investments, LLC as recommended. Motion was seconded by Councilman Plata and approved unanimously 3-0.

### **ORDINANCE NO. 4306**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS GRANTING A REZONING OF A TRACT OF LAND CONTAINING 1.38 ACRES, BEING PART OR PORTION OF LOT 24-7, WEST ADDITION TO SHARYLAND SUBDIVISION, FROM AO-I (AGRICULTURAL OPEN INTERIM) TO C-3 (GENERAL BUSINESS)

At 4:49 p.m., Mayor Pro Tem Norie Gonzalez Garza joined the meeting.

**B. Rezoning: Lots 2 & 4, Toellner Subdivision, R-1 (Single Family Residential) to R-3 (Multi-Family Residential), Felipe Rodriguez, Adoption of Ordinance # \_\_\_\_\_ approving 1.1B**

On January 13, 2016 the Planning and Zoning Commission held a Public Hearing to consider this rezoning request. The property was located ¼ mile south of Business Hwy. 83 along the eastern side of San Antonio Street. There was some public opposition during the P&Z Mtg. The concerns voiced during the meeting were regarding insufficient drainage in the area, and flooding. The Board unanimously recommended denial of the R-3 zone.

Staff and City Manager recommended denial.

Mayor Salinas asked if there were any comments for or against the request.

Michael S. McCleary spoke against the request because of the infrastructure on the property.

Diana Rodriguez representing the applicant spoke in favor of the request.

Councilwoman Ochoa moved to deny Rezoning: Lots 2 & 4, Toellner Subdivision, R-1 (Single Family Residential) to R-3 (Multi-Family Residential), Felipe Rodriguez as recommended. Motion was seconded by Councilman Plata and approved unanimously 4-0.

**C. Rezoning: Lots 3, 4, 5 & 6, Expressway Business Park Phase X, I-1 (Light Industrial) to R-3 (Multi-Family Residential), Terra Homes Corporation, Adoption of Ordinance # \_\_\_\_\_ approving 1.1C**

On January 13, 2016 the Planning and Zoning Commission held a Public Hearing to consider this rezoning request. The property was located at the SE corner of Bryan Road (Anzalduas Highway) and Trinity Road. There was some public opposition during the P&Z Meeting. The concerns voiced were regarding increased traffic, noise, no privacy, and property devaluation. The Board unanimously recommended denial of the R-3 zone.

Staff and City Manager recommended denial.

Mayor Salinas asked if there were any comments for or against the request.

There were no comments.

Councilwoman Ochoa moved to deny Rezoning: Lots 3, 4, 5 & 6, Expressway Business Park Phase X, I-1 (Light Industrial) to R-3 (Multi-Family Residential) as recommended. Motion was seconded by Councilman Plata and approved unanimously 4-0.

**D. Conditional Use Permit: Drive-Thru Service Windows – La Curva Taqueria, 2575 E. Griffin Parkway, Ste. 12, Lot 1, Tres Picos Ph. I Subdivision, C-3, Eliecer Uresti/La Curva Taqueria, LLC, Adoption of Ordinance # 4307 approving 1.1D**

On January 13, 2016 the Planning and Zoning Commission held a Public Hearing to consider this conditional use permit request. The property was located approximately 700' west of Taylor Road on the north side of E. Griffin Parkway (F.M. 495). There was no public opposition during the P&Z Mtg. The Board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Salinas asked if there were any comments for or against the request.

There were no comments.

Mayor Pro Tem Garza moved to approve the cup and to adopt Ordinance No 4307 Conditional Use Permit: Drive-Thru Service Windows – La Curva Taqueria, 2575 E. Griffin Parkway, Ste. 12, Lot 1, Tres Picos Ph. I Subdivision, C-3, Eliecer Uresti/La Curva Taqueria, LLC with the condition that speed bumps would be installed. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**ORDINANCE NO. 4307**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR DRIVE-THRU SERVICE WINDOWS –  
LA CURVA TAQUERIA, 2575 E. GRIFFIN PARKWAY, STE. 12, LOT 1, TRES PICOS PH. I  
SUBDIVISION

**E. Conditional Use Permit: Sale & On-Site Consumption of Beer & Wine – Yalla Habibi Mediterranean & Bistro, 1522 E. Expressway 83, Ste. 114, Lot 4, Stewart Plaza Subdivision, C-3, Carlos A. Ortiz, Adoption of Ordinance # 4308 approving 1.1E**

On January 13, 2016 the Planning and Zoning Commission held a Public Hearing to consider the conditional use permit. The subject site was located on the SW corner of Stewart Road and Expressway 83. There was no public opposition during the P&Z Mtg. The Board unanimously recommended approval.

Staff and City Manager recommended approval.

Mayor Salinas asked if there were any comments for or against the request.

There were no comments.

Mayor Pro Tem Garza moved to approve the cup and to adopt Ordinance No 4308 Conditional Use Permit: Sale & On-Site Consumption of Beer & Wine – Yalla Habibi Mediterranean & Bistro, 1522 E. Expressway 83, Ste. 114, Lot 4, Stewart Plaza Subdivision, C-3 as presented. Motion was seconded by Councilman Councilwoman Ochoa and approved unanimously 4-0.

**ORDINANCE NO. 4308**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
GRANTING A CONDITIONAL USE PERMIT FOR THE SALE & ON-SITE CONSUMPTION  
OF BEER & WINE – YALLA HABIBI MEDITERRANEAN & BISTRO, 1522 E.  
EXPRESSWAY 83, STE. 114, LOT 4, STEWART PLAZA SUBDIVISION

**2.0 Disposition of Minutes**

**2.1 City Council Meeting – January 11, 2016**

Councilwoman Ochoa moved to approve the minutes as presented. Motion was seconded by Councilman Plata and approved unanimously 4-0.

**3.0 Acknowledge Receipt of Minutes**

**3.1 Parks and Recreation Board – December 9, 2015**

**Planning and Zoning Commission – December 16, 2015**

**Shary Golf Advisory Board – November 10, 2015**

**Mission Historical Museum – December 15, 2015**

**Citizens Advisory Committee – December 8, 2015**

**Civil Service Commission – December 10, 2015**

**Mission Boys & Girls Club – December 10, 2015**

**Speer Memorial Library – December 15, 2015**

**MEDC – Special Meeting December 1, 2015**

**Mission Redevelopment Authority – December 10, 2015**

**Tax Increment Reinvestment Zone – December 10, 2015**

Councilman Plata moved to acknowledge the receipt of minutes as presented. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**4.0 Approvals and Authorizations**

**4.1 Approval of Resolution # 1427 approving the Amendment of a Plat at Los Jardinez de Cimarron Subdivision Lots 44 & 45, relocating a dedicated Utility Easement as shown on Amended Plat**

The property was located on the northeast corner of Red River and Sabinal. A request was submitted to build a residence over Lots 44 & 45, Los Jardinez de Cimarron. However, there was a recorded electrical utility easement between Lots 44 & 45 that must be relocated for construction to be allowed. The property owner had obtained consent from utility holder to relocate electrical utilities. If approved, the recorded electrical utility easement between Lots 44 & 45 would be relocated to run along the side and front of Lot 44, Los Jardinez de Cimarron Subdivision.

Staff and City Manager recommended approval of resolution.

Councilwoman Ochoa moved to approve Resolution No. 1427 approving the Amendment of a Plat at Los Jardinez de Cimarron Subdivision Lots 44 & 45, relocating a dedicated Utility Easement as shown on Amended Plat. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 4-0.

**RESOLUTION NO. 1427**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS  
APPROVING THE AMENDMENT OF A PLAT AT LOS JARDINEZ DE CIMARRON  
SUBDIVISION LOTS 44 AND 45, RELOCATING A DEDICATED UTILITY EASEMENT AS  
SHOWN ON AMENDED PLAT.

**4.2 Request for variances by KEM Texas, LTD, to install a new billboard at 1401 N. Conway Avenue, being Lots 7, 8, 9 and 10, Block 230, Mission Original Townsite**

An application for a permit was submitted by the applicant on December 3, 2015 to install a 40 foot high, double sided billboard at the above location. The permit was received and denied based on the following:

1. This section of Conway was not identified as a Secondary Arterial Corridor.
2. The proposed square footage of the faces of the billboard exceeded the 242 square foot maximum permitted (378 square feet proposed).
3. The billboard was within 1,000 feet of a Mission Business ground pole sign.

KEM Texas, LTD was appealing the decision made by staff, and requesting a variance to the three sections of the Sign Code. It was noted that there were 3 billboards on Conway Ave. One of them was located south of 1<sup>st</sup> Street on the east side of Conway, another was located at the NW corner of 17<sup>th</sup> and Conway, and the other was located at the SW corner area of Griffin Parkway and Conway Ave. If the variance was approved, this billboard could serve as a midpoint between the one located south of 1<sup>st</sup> and the one located at the NW corner area of Griffin Parkway and Conway.

Staff and City Manager recommended approval.

Councilman Plata moved to approve request for variances by KEM Texas, LTD, to install a new billboard at 1401 N. Conway Avenue, being Lots 7, 8, 9 and 10, Block 230, Mission Original Townsite as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**4.3 Approval of Resolution # 1428 accepting the dedication of a 30' road, and 10' road easements to the north and south of the road, from Sno Bird Estates Subdivision known as "Wescan Lane"**

The subdivision was located on the SE corner of Bentsen Palm Drive and Wescan Lane. 100 % of the land owners of Sno-bird Estates Subdivision had submitted a petition to the City of Mission requesting that a 30' road and 10' road easements to the north and south of the road be dedicated to the City for public use.

The City of Mission annexed this subdivision on January 12, 2009 via Ordinance No. 3433. Pursuant to the Service Plan for the areas annexed, the following services were being provided since the property was annexed: 1) Police Protection, 2) Fire Protection, 3) Code Enforcement, 4) Parks and Recreation, 5) Solid Waste Collection, 6) Potable Water, 7) Wastewater, 8) Street and Road Maintenance, 9) Street Lighting, 10) Maintenance of Public Facilities, and 11) Capital Improvements within 2 ½ years of the effective date of annexation.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to approve Resolution No. 1428 accepting the dedication of a 30' road, and 10' road easements to the north and south of the road, from Sno Bird Estates Subdivision known as "Wescan Lane" as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**RESOLUTION NO. 1428**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS FINDING THAT A DEDICATION OF PUBLIC INTEREST IN A 30' ROAD AND 10' ROAD EASEMENTS OF SNO-BIRD ESTATES WILL SERVE A PUBLIC PURPOSE, AND WILL BENEFIT THE PEOPLE OF MISSION, TEXAS; AND FURTHER ACCEPTING SAID DEDICATION AND ESTABLISHING A DATE OF VESTING OF SAID PUBLIC INTEREST.

**4.4 Authorization to solicit bids for demolition of building and content removal**

Staff was seeking authorization to solicit bids for the demolition of a downtown building located at 508 N. Conway Avenue. Services would include the removal of all brush, debris, junk, rubbish, trash and weeds at said location.

Staff Recommendation: Solicit for bids

City Manager recommended approval.

Councilwoman Ochoa moved to approve authorization to solicit bids for demolition of building located at 508 N. Conway Avenue and content removal as recommended. Motion was seconded by Councilman Plata and approved unanimously 4-0.

**4.5 Approval of Resolution # \_\_\_\_\_ in support of the proposed Taylor Senior Village**

Brownstown Affordable Housing, Ltd. had proposed to develop 126 units or less for senior affordable rental housing located within the City of Mission to be called Taylor Senior Village. BAH has submitted an application to the Texas Department of Housing and Community Affairs for 2016 Competitive 9% Housing Tax Credits. The provided resolution supported the proposed development.

Staff Recommendation: Approval of Resolution

City Manager Recommendation: To conduct a Public Hearing before considering this Resolution.

No action was taken on this item, Council recommended to schedule a Public Hearing before considering this Resolution.

**4.6 Approval of Ordinance # 4309 calling a General Election in Mission, Texas providing for the election of Councilmembers for Places Two and Four; providing for polling places and other matters relating to said election.**

*Aprobación de la Ordenanza No. 4309 convocatoria para llamar a votaciones generales en la Ciudad de Mission, Texas para la elección de los miembros del Concilio para los puestos dos y cuatro; sitios de votación y otras cuestiones relativas a esa elección*

Provided was the ordinance for the city's General Election to be held on Saturday, May 7, 2016 as authorized by the Texas Election Code. Positions up for election were Councilmembers for places Two and Four.

Early voting by personal appearance was being requested to be conducted at Mission City Hall, 1201 E. 8th St. and Mission Boys & Girls Club Gym at Bannworth Park, 1822 N. Shary Road.

Monday, April 25, 2014 – 7 a.m. – 7 p.m.

Tuesday, April 26, 2014 – 8 a.m. – 6 p.m.

Wednesday, April 27, 2014 – 8 a.m. – 6 p.m.

Thursday, April 28, 2014 – 8 a.m. – 6 p.m.

Friday, April 29, 2014 – 8 a.m. – 6 p.m.

Saturday, April 30, 2014 – 8 a.m. – 5 p.m.

Monday, May 2, 2014 – 8 a.m. – 6 p.m.

Tuesday, May 3, 2014 – 7 a.m. 7 p.m.

Election Day polling locations were to be held at Mission High School, Castro Elementary, Pearson Elementary, Bryan Elementary and Mission Boys and Girls Club Gym at Bannworth Park from 7 a.m. – 7 p.m.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve to adopt Ordinance No 4309 calling a General Election in Mission, Texas providing for the election of Councilmembers for Places Two and Four; providing for polling places and other matters relating to said election as recommended. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 4-0.

**ORDINANCE NO. 4309**

AN ORDINANCE CALLING A GENERAL ELECTION IN MISSION, TEXAS PROVIDING FOR THE ELECTION OF COUNCILMEMBERS FOR PLACES TWO AND FOUR; PROVIDING FOR POLLING PLACES AND OTHER MATTERS RELATING TO SAID ELECTION.

**ORDENANZA NO. 4309**

APROBACIÓN DE LA ORDENANZA CONVOCATORIA PARA LLAMAR A VOTACIONES GENERALES EN LA CIUDAD DE MISSION TEXAS PARA LA ELECCIÓN DE LOS MIEMBROS DEL CONCILIO PARA LOS PUESTOS DOS Y CUATRO. SITIOS DE VOTACIÓN Y OTRAS CUESTIONES RELATIVAS A ESA ELECCIÓN

At 5:20 p.m., Councilman Plata stepped out of the meeting.



**4.7 Approval of Interlocal Agreement between City of Mission and Sharyland Independent School District to conduct joint elections in accordance with Texas Education Code Section 11.0581**

The interlocal agreement was in accordance with Texas Education Code Section 11.0581 which stated that the voters of the joint election shall be served by a common place.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve Interlocal Agreement between City of Mission and Sharyland Independent School District to conduct joint elections in accordance with Texas Education Code Section 11.0581 as recommended. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 3-0.

**4.8 Authorization to solicit for bids for Hydraulic System and Minor Mobile Truck Repair Services**

Staff was seeking authorization to solicit bids for Hydraulic System and Minor Mobile Truck Repair Services for the Sanitation Department fleet for fiscal year 2015-2016.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve authorization to solicit for bids for Hydraulic System and Minor Mobile Truck Repair Services as recommended. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 3-0.

**4.9 Approve New Sanitation Rates to be charged to the City of Mission by Allied Waste Services for All Commercial Accounts**

Current contract provisions between the City and Allied Waste Services (AWS) stipulated that AWS was allowed to increase the rates they charge the City for commercial trash collection services on a yearly basis based on the increase in the Consumer Price Index (CPI) for the previous twelve (12) month period. The City was in receipt of correspondence from AWS whereby they were providing notice on the CPI for 2016 based on the preceding twelve (12) month period. The CPI decreased by an adjusted -2.331%, which was well under the contract's CPI maximum of 4%. Based on the information provided by AWS and reviewed by staff, it was recommended that the City approve the new rates.

Staff Recommendation: Approve as presented

City Manager recommended approval.

Mayor Pro Tem Garza moved to approve new Sanitation Rates to be charged to the City of Mission by Allied Waste Services for All Commercial Accounts as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 3-0.

**4.10 Budget Amendments: General Fund, Utility Fund Designated Purpose Fund and MEDC**

At 5:28 p.m., Councilman Plata rejoined the meeting.

Angie Vela Assistant Finance Director presented the budget amendments BA-16-15 to BA-16-20 to the City Council for approval.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve budget amendments BA-16-15 to BA-16-20 as recommended. Motion was seconded by Councilman Plata and approved unanimously 4-0.

**4.11 Authorization to Execute First One Year Renewal Option for Meter Connect Supplies with HD Supply Water Works**

The contract terms were for one year with two one-year renewal options, based on 0% increase in Price. Staff was seeking authorization to extend contract for the first one year renewal option with HD Supply Water Works. Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis throughout the one year base term.

Staff Recommendation: Extend Contract for the First Year Renewal Option with HD Supply Water Works

City Manager recommended approval.

Mayor Pro Tem Garza moved to approve to execute First One Year Renewal Option for Meter Connect Supplies with HD Supply Water Works as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**4.12 Authorization to Execute First One Year Renewal Option for Hotmix Asphalt material with CAPA (Upper Valley Materials)**

The contract terms were for one year with two one-year renewal options, based on 3% increase in Price. Staff was seeking authorization to extend contract for the first one year renewal option at a lower cost per ton; from \$56/ton to \$53/ton (5.36% Decrease), with CAPA (Upper Valley Materials). Recommendation was based solely on estimated quantities and orders would be placed on an as needed basis throughout the one year base term.

Staff Recommendation: Extend Contract for the First Year Renewal Option with CAPA (Upper Valley Materials)

City Manager recommended approval.

Councilman Plata moved to approve authorization to Execute First One Year Renewal Option for Hotmix Asphalt material with CAPA (Upper Valley Materials) as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**4.13 Award Bid for “Housing Assistance Program – Phase 15-I” for 944 Chester Street**

On November 23, 2015 City Council authorized staff to solicit bids for one (1) reconstruction project and one (1) rehabilitation project. The City of Mission had accepted and opened four (4) bid responses for these two (2) homes. Staff recommended to award to OCL Enterprises, LLC for the rehabilitation of the following home:

944 Chester Street - \$11,600

OCL Enterprises had met all the Terms & Conditions and Specifications and came within budget. CAC met on January 19, 2016 and approved staff’s recommendation for this home.

The City had been utilizing 75% of the annual CDBG allocation for several years for housing projects. Since 1999, a total of 417 families to date had been provided some form of housing assistance. Out of the 417 families, 248 families received reconstruction assistance while 169 families received rehabilitation assistance (including CDBG-R, CDBG-DR and SSBG funds).

Staff Recommendation: Award Bid to OCL Enterprises, LLC for 944 Chester Street

City Manager recommended approval.

Mayor Pro Tem Garza moved to award bid to OCL Enterprises, LLC for the “Housing Assistance Program – Phase 15-I” for 944 Chester Street as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**4.14 Reject and Resolicit Bid for “Housing Assistance Program – Phase 15-I” for 915 W 1<sup>st</sup> Street**

On November 23, 2015 City Council authorized staff to solicit bids for one (1) reconstruction project and one (1) rehabilitation project. The City of Mission had accepted and opened four (4) bid responses for these two (2) homes. However, there were three bids submitted for the reconstruction project that were over the maximum amount allowed for a 2 bedroom 1½ bath (\$50,000) home through the housing assistance program guidelines, Chapter 2, 3, a.& b., Chapter 5 b.& c. Staff recommended to Reject and Re Solicit bid for the reconstruction of the following home:

915 W. 1st Street

CAC met on January 19, 2016 and approved staff’s recommendation for this home.

Staff and City Manager recommended approval.

Councilman Plata moved to approve to reject and resolicit bid for “Housing Assistance Program – Phase 15-I” for 915 W 1<sup>st</sup> Street as recommended. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 4-0.

#### **4.15 Amend Housing Assistance Program Guidelines**

CAC held a meeting on January 19, 2016 and approved staff's recommendation to amend the guidelines as follows:

- 1) Remove the maximum amount allowed for reconstruction of a home and continue to use no more than 15% of staff's cost estimate to select the lowest responsible bidder. This change was necessary to prevent re-bidding projects and to attract more credible contractors.
- 2) This change would not apply to the current rehabilitation program, however a change was recommended to the minor repair program for manufactured home owners to increase the maximum amount allowed from \$3,500 to \$25,000 not to exceed 50% of the value of the home and continue to use no more than 15% of staff's cost estimate to select the lowest responsible bidder. The increase would allow for repairs necessary to address the health and safety of mobile home owners.

A summary of the proposed changes and the applicable sections of the Housing Assistance Program guidelines were provided.

Staff Recommendation: Amend Housing Assistance Program Guidelines

City Manager recommended approval.

Councilwoman Ochoa moved to approve to amend Housing Assistance Program Guidelines as recommended. Motion was seconded by Councilman Plata and approved unanimously 4-0.

#### **4.16 Request authorization to purchase safety boots for safety boot reimbursement program from Cintas via state approved U.S. Communities contract number 409271485**

Staff was requesting authorization to purchase safety boots for eligible employees from Cintas via state approved U.S. Communities contract number 409271485. The City of Mission was continuing its safety boot employee payroll deduction program where the City would purchase safety boots and then distribute the safety boots to eligible employees. The eligible employees would reimburse the City the full amount of the boots through a payroll deduction program not to exceed ten pay periods.

Staff and City Manager recommended approval.

Councilman Plata moved to approve request authorization to purchase safety boots for safety boot reimbursement program from Cintas via state approved U.S. Communities contract number 409271485 as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

#### **4.17 Authorization to Solicit Bids for Pest Control Services**

Staff was seeking authorization to solicit bids for Pest Control Services, which would include labor, material, and equipment required for preventative pest control service in City of Mission Buildings. This bid was being requested to secure fair and reasonable pricing.

Staff and City Manager recommended approval.

Councilman Plata moved to approve authorization to Solicit Bids for Pest Control Services as recommended. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 4-0.

**4.18 Approval of Resolution #1429, A Resolution of the City Council of Mission Approving the Resolution of Mission Economic Development Corporation Authorizing the Issuance of Industrial Development Revenue Bonds to Finance and Refinance a Manufacturing Project for AmeriTex Pipe & Products, LLC and Concrete Real Estate Investments, LLC, or Related Entities**

Lee McCormick, President of Community Development Associates, had facilitated the issuance of Industrial Development Revenue Bonds by the Mission Economic Development Corporation for the purpose of financing and refinancing a manufacturing project for AmeriTex Pipe & Products, LLC, and Concrete Real Estate Investments, LLC under the assistance of MEDC's Private Activity Bond program.

Provided was a staff report and the proposed resolution.

Lee McCormick, President of Community Development Associates would be present to answer any questions City Council members may have.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve Resolution No. 1429 A Resolution of the City Council of Mission Approving the Resolution of Mission Economic Development Corporation Authorizing the Issuance of Industrial Development Revenue Bonds to Finance and Refinance a Manufacturing Project for AmeriTex Pipe & Products, LLC and Concrete Real Estate Investments, LLC, or Related Entities as recommended. Motion was seconded by Councilman Plata and approved unanimously 4-0.

**RESOLUTION NO. 1428**

RESOLUTION OF THE CITY COUNCIL OF CITY OF MISSION APPROVING THE  
RESOLUTION OF MISSION ECONOMIC DEVELOPMENT CORPORATION  
AUTHORIZING THE ISSUANCE OF INDUSTRIAL DEVELOPMENT REVENUE BONDS  
TO FINANCE AND REFINANCE A MANUFACTURING PROJECT FOR AMERITEX PIPE  
& PRODUCTS, LLC, AND CONCRETE REAL ESTATE INVESTMENTS, LLC, OR  
RELATED ENTITIES

**4.19 Change Order No. 1 for Cast in Place Manholes at Mile 2 Project**

Staff was seeking authorization for Change Order No. 1 to introduce new item due to construction conflicts encountered between the storm drain system and existing gravity flow sewer line. A new item for conflict manhole was being introduced to address these conflicts. The sewer line could not be relocated due to the presence of a waterline already located outside the pavement and installing the sewer line too close would not meet the utility separation requirements. In addition, obtaining an easement outside the right of way would cause a substantial delay to construction activities.

This change order also increased contract work days by 62 working days. The proposed conflict manholes were to be cast in place which required additional time to construct including concrete curing time needed for each pour.

The total amount of the change order was \$188,161.73 (3% of Original Contract Amount). Change order was less than the 25% cap allowed by the Texas Local Government Code.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve Change Order No. 1 for Cast in Place Manholes at Mile 2 Project as recommended. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 4-0.

#### **4.20 Authorization to declare surplus and donate SCBA Harnesses to Sister Cities**

The City of Mission Fire Department was requesting authorization to declare surplus a total of fourteen (14) 2.2 Scott SCBA Harnesses for the purpose of donating them to Sister Cities. These harnesses can be of valuable assistance to our firefighter counterparts in our respective sister cities that did not have any form of protection to enter smoke filled environments.

Serial No's 79600325, 59600368, 39210710, 29800509, 29800510, 29800549, 43946, 69700186, NCO12706322SM1, NCO12707422SM2, 79600307, 29800552, 89901105, 69700182

Staff Recommendation: Authorization to declare surplus and donate to our sister cities

City Manager recommended approval.

Councilman Plata moved to approve authorization to declare surplus and donate SCBA Harnesses to Sister Cities as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

#### **4.21 Authorization to purchase kitchen equipment via state approved contract for CWV Building**

Staff was seeking approval for purchase of provided items from Jean's Restaurant Supply via state approved buy board contract # 429-13 for the needed kitchen equipment for the CWV Building to facilitate use of facility for small gatherings and meetings. The proposed items would provide needs for future rental of meeting rooms for food warming and minor food preparations. Stainless steel tables would provide needed space for food preparations along with a small 4-top electrical stove with hood and required fire suppression system for any minor food items that may require a final cooking or warming, but not meant for full course food preparations. Reach in cooler and freezer would also provide space for holding cold and frozen items along with a 310 lb. ice maker for serving of cold beverages. For cleanup after such events, a 3 compartment sink along with a commercial garbage disposer would also be made available.

Staff and City Manager recommended approval.

Councilman Plata moved to approve authorization to purchase kitchen equipment via state approved contract for CWV Building as recommended. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

**5.0 Unfinished Business**

None

**6.0 Routine Matters**

**6.1 City Manager's Comments**

Invited the citizens of Mission to the 79<sup>th</sup> Annual Texas Citrus Fiesta Events

**6.2 Mayor's Comments**

None

**7.0 Adjournment**

At 5:47 p.m., Councilman Plata moved for adjournment. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

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Norberto Salinas, Mayor

ATTEST:

\_\_\_\_\_  
Anna Carrillo, City Secretary