

**NOTICE OF REGULAR MEETING
MISSION CITY COUNCIL
DECEMBER 18, 2017 4:30 P.M.
MISSION CITY HALL**

PRESENT:

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

ALSO PRESENT:

Joe Hinton, Progress Times
Beth Barnes
Louie Rodriguez

ABSENT:

Norberto Salinas, Mayor

STAFF PRESENT:

Nelia Hernandez, Asst. City Secretary
Aida Lerma, Deputy City Manager
Elizabeth Hernandez, Executive Secretary
Angie Vela, Finance Director
Ezeiza Garcia, Asst. Finance Director
Jaime Acevedo, Planning Director
Noemi Munguia, HR Director
Robert Hinojosa, Risk Manager
Eduardo Belmarez, Purchasing Director
Roland Rodriguez, I. T. Director
Charlie Longoria, Media Relations
Juan Pablo Terrazas, City Engineer
Roberto Salinas, Public Works Director
Jesse Lerma, Civil Service Director
Gilbert Sanchez, Fire Chief
Rene Alvarez, Asst. Fire Chief
James Cardoza, Emergency Mngmnt. Coord.
Robert Dominguez, Chief of Police
Joanne Longoria, CDBG Director
Mario Flores, Golf Course Director
Juan Arevalo, Boys & Girls Club Director
Brad Bentsen, Parks & Recreation Director
Mayra Rocha, Library Director
Cynthia Lopez, Museum Director
Cesar Gutierrez, Sanitation Director
Alex Meade, MEDC Chief Exec. Officer
JC Avila, Fleet Maintenance Director
Adela Ortega, Food Pantry Manager
Noel Barrera, Health Dept. Director
Joel Chapa, Jr., Police Officer

1. Call to order

With a quorum being present, Mayor Pro Tem Norie Gonzalez Garza called the meeting to order at 4:34 p.m.

2. Invocation and Pledge Allegiance

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

3. Recognition of Target for their contribution to "Heroes & Helpers Holiday Shopping Spree"

The City of Mission presented Target with a special recognition and thanked them for their donation of \$15,000 that gave 150 children the opportunity to choose and take home \$100 in gifts. Dania Rodriguez, Mission Store Manager and Louie Rodriguez, Area Supervisor were present and received the recognition.

4. Presentation by Oncor Electric Delivery

Representatives from Oncor Electric Delivery presented to the Council the services provided by their company.

5. Proclamation – Melden & Hunt 70th Anniversary

Anna Carrillo, City Secretary presented the Proclamation – Melden & Hunt 70th Anniversary.

Fred Kurth was present to accept the Proclamation.

Councilman Ruben Plata moved to approve the Proclamation – Melden & Hunt 70th Anniversary. Motion was seconded by Councilwoman Jessica Ortega-Ochoa and approved unanimously 4-0.

6. Presentation of 20, 25, 30 & 35 Year Service Award Recipients

City Manager Garza presented to the City Council the City Employees with 20, 25, 30 & 35 years of service

7. Presentation of Award received by City Secretary's Office

City Secretary Carrillo, presented the 2017 "5 Star Exemplary Award" to the City Council. The award was presented to the City of Mission Vital Statistics Department for meeting the criteria that exemplify excellence in vital registration.

8. Departmental Reports

Councilman Dr. Armando O'cana moved to approve the departmental reports as presented. Motion was seconded by Councilman Plata and approved unanimously 4-0.

9. Citizens Participation

None

1.0 Public Hearing

1.1 Planning & Zoning Recommendations

- A. Discussion and Action Amending Ordinance No. 4576, Amending Various Portions of Chapter 86 – Signs of the Mission Code of Ordinances, Adoption of Ordinance # 4581 approving 1.1A**

Minutes, 12/18/17 pg. 3

On November 15, 2017, the Planning and Zoning Commission held a Public Hearing to consider amending various portions of Chapter 86 – Signs of the Mission Code of Ordinances. There was no public opposition during the P&Z Mtg. The Board unanimously recommended approval.

On November 27, 2017, the City Council considered the recommendations of the Planning and Zoning Commission and approved said recommendations, subject to two modifications. However, due to public concern regarding the modifications, staff was requesting reconsideration. Staff was recommending that Ordinance 4576 be amended as follows:

1. Adding a provision for temporary signs at any time, not to exceed 4 sq. ft.;
2. Allowing for temporary signs on trailers, with restrictions; and

Removing reference to size of temporary sign during election period, not to exceed 40 sq.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza asked if there were any comments for or against the request.

There were no comments.

Councilman O'cana moved to approve Ordinance No. 4581 amending Ordinance No. 4576, Amending Various Portions of Chapter 86 – Signs of the Mission Code of Ordinances. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

ORDINANCE NO. 4581

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS,
AMENDING ORDINANCE 4576, AMENDING VARIOUS PORTIONS OF CHAPTER 86 –
SIGNS – OF THE MISSION CODE OF ORDINANCES, CLAUSE; AND PROVIDING A
PUBLICATION DATE

2.0 Disposition of Minutes

2.1 City Council Meeting – November 27, 2017, City Council Workshop – November 29, 2017 and December 5, 2017

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

3.0 Acknowledge Receipt of Minutes

3.1 Mission Education Development Council – July 18, 2017

Special Mission Economic Development Corporation – August 22, 2017 and Regular meeting - October 17, 2017

Mission Redevelopment Authority – September 26, 2017 and October 10, 2017

Mission Tax Increment Reinvestment Zone – September 26, 2017 and October 10, 2017

Citizen's Advisory Committee – October 10, 2017

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 City of Mission Design Manual for the Installation of Network Nodes and Node Support Poles Pursuant to Tex. Loc. Gov. Code Chapter 284

On September 1, 2017, SB1004 became law in the State of Texas giving Telecommunication Companies access to public Right of Ways in Texas municipalities for small cells, or network nodes, and the compensation due to cities for use of Right of Ways for this equipment. The Design Manual would help meet the City of Mission's fiduciary duty to the citizens of the City, and give assistance and guidance to wireless telecommunications providing to assist such companies in the timely, efficient, safe, and aesthetically pleasing installation of technologically competitive equipment. Staff was recommending the City of Mission Design Manual for the Installation of Network Nodes and Node Support Poles Pursuant to Tex. Loc. Gov. Code Chapter 284 be approved.

Staff and City Manager recommended approval.

Councilman Plata moved to approve the City of Mission Design Manual for the Installation of Network Nodes and Node Support Poles Pursuant to Tex. Loc. Gov. Code Chapter 284. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.2 Adoption of Ordinance # 4582 to Amend Ordinance #3797 Adjusting and Establishing fees for the Installation of Network Nodes and Node Support Poles Pursuant to Tex. Loc. Gov. Code Chapter 284

On September 1, 2017, SB1004 became law in the State of Texas giving Telecommunication Companies access to public Right of Ways in Texas municipalities for small cells, or network nodes, and the compensation due to cities for use of Right of Ways for this equipment. Staff was recommending the permit fees for the Installation of Network Nodes and Node Support Poles Pursuant to Tex. Loc. Gov. Code Chapter 284 be approved.

Staff and City Manager recommended approval.

Councilman O'cana moved to adopt Ordinance No. 4582 to Amend Ordinance #3797 Adjusting and Establishing fees for the Installation of Network Nodes and Node Support Poles Pursuant to Tex. Loc. Gov. Code Chapter 284. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

ORDINANCE NO. 4582

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS,
AMENDING ORDINANCE NO. 3797 ADJUSTING AND ESTABLISHING FEES
FOR THE INSTALLATION OF NETWORK NODES AND
NODE SUPPORT POLES PURSUANT TO TEX. LOC. GOV. CODE
CHAPTER 284; PROVIDING FOR ACUMULATIVE CLAUSE;
AND PROVIDING FOR A PUBLICATION PROVISION

4.3 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 BorderFest Festivities.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize for Mayor to submit Rio Grande Valley Walk of Fame Nominee. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.4 Authorization to submit an application for the 2017 Grant Funds through Wal-Mart Corporation

The Mission Fire Department was seeking approval to submit an application for the 2017 Grant Funds through Wal-Mart Corporation and authorizing Mayor to sign the requested Affirmation Letter needed to apply. The approved grant monies would be applied to purchase equipment to assist with formal presentations.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to submit an application for the 2017 Grant Funds through Wal-Mart Corporation. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.5 Authorization to solicit bids for the purchase of a security system for the Library

Staff was seeking authorization to solicit bids for the purchase of a security system for the library. New system would replace outdated system with higher resolution cameras and new cabling that would allow us to better monitor the library.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to solicit bids for the purchase of a security system for the Library. Motion was seconded by Councilman Plata and approved unanimously 4-0.

4.6 Authorize the Purchase of Interlocking Dance Floor, Stage, and Carts for City of Mission Event Center from Melhart Music Center via Buyboard Contract # 539-17

Staff was seeking authorization to purchase dance floor and stage floor for the City of Mission Event Center from Melhart Music Center via Buyboard Contract #539-17. A proposal in the amount of \$36,076.00 was presented to the council.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize the Purchase of Interlocking Dance Floor, Stage, and Carts for City of Mission Event Center from Melhart Music Center via Buyboard Contract # 539-17. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.7 Approval to adopt rental rates for the Mission Event Center

Rental rates must be established for the new Mission Event Center which was set to open by March 2018.

Staff and City Manager recommended approval.

Councilman O'cana moved to approve to adopt rental rates for the Mission Event Center. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.8 Authorization to purchase an Eaton frame and full battery replacements for the Mission Police Department UPS system via DIR Contract, #DIR-TSO-2669

The UPS system was designed to maintain constant electrical power to all critical infrastructure (Police/Fire Radio System, IBM main server, Tyler Technology Software modules, ICS telephone system, Firewalls, and Microwave links, etc.) when there was any form of power interruption. The current Eaton frame was first purchased in 2000 and the batteries on the UPS were 5 years old and were in need of replacement. The \$73,069.98 purchase would include the replacement of the main frame and every battery, labor, freight and a full three (3) year warranty. The purchase would be made from our Federal Drug Forfeiture account. Staff was recommending approval.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to purchase an Eaton frame and full battery replacements for the Mission Police Department UPS system via DIR Contract, #DIR-TSO-2669. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.9 Authorization to purchase a microwave system via a state approved contract for the South Police Station, Buyboard Contract # 523-17

The microwave system was designed to transmit signals from the main police station to the south station for the operation of our telephone lines, our internet service and our computers. The current unit was over six (6) years old and was constantly in need of repair, thus causing the loss of signals and interfering with our daily operations. The cost for a new microwave system was \$12,632.00. The unit would be paid through our Federal Drug Forfeiture account.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to purchase a microwave system via a state approved contract for the South Police Station, Buyboard Contract # 523-17. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.10 Approval of Work Authorization # 1 with R.O.W. Surveying Services, L.L.C. through professional services for a metes and bounds survey

The metes and bounds survey was to establish new boundary lines to then amend our current lease agreement between the City of Mission and the Mission Skeet & Trap Club, Inc. Upon amending the lease agreement, the Mission Skeet & Trap Club, Inc. would release certain acres of land currently on the lease for the purpose of the City of Mission expanding city facilities and services in the aforementioned acreage. The cost of the survey was \$14,500.00. The survey would be paid through our Federal Drug Forfeiture account.

Staff and City Manager recommended approval.

Councilman O'cana moved to approve Work Authorization # 1 with R.O.W. Surveying Services, L.L.C. through professional services for a metes and bounds survey. Motion was seconded by Councilman Plata and approved unanimously 4-0.

4.11 Authorization to enter into a contract between the City of Mission and Mary Ann Peralez, a sole source vendor to serve as Technical Supervisor for Alcohol Breath Test Program services

Ms. Mary Ann Peralez, DBA was a sole source vendor for breath test services in Hidalgo, Willacy, Cameron and Starr Counties. It was the responsibility of Ms. Peralez to assure the operation of the Intoxilyzer 90000 for use by Mission Police Officers who were tasked with testing persons arrested for the offense of Driving While Intoxicated. The total amount for the yearly contract was \$11,000.00. Staff recommended approval.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to enter into a contract between the City of Mission and Mary Ann Peralez, a sole source vendor to serve as Technical Supervisor for Alcohol Breath Test Program services. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.12 Tax Collections Report – November, 2017

Finance Director Angie Vela presented the Tax Collections Report for November, 2017 for approval.

Staff and City Manager recommended approval.

Councilman O'cana moved to approve the Tax Collections Report for November, 2017 as presented. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.13 October 2017 Financial Statements

Finance Director Vela presented the October, 2017 Financial Statements for approval.

Staff and City Manager recommended approval.

Councilman O'cana moved to approve the October 2017 Financial Statements, as presented. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.14 Approval of Rental Rates for City of Mission Parks & Recreation Facilities

The City of Mission would like to adopt the rental rates for parks, gymnasiums, pavilions, ball fields, tennis courts, facilities, swimming pools, walking/running trails and green space. Three rates had been set to include residential, non-residential and corporate/commercial. Additionally, a non-profit rates would be 50% less than the residential rate.

Staff and City Manager recommended approval.

Councilman O'cana moved to approve the rental rates for City of Mission Parks & Recreation Facilities. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.15 Authorization to solicit bids for Right-of-Way Mowing & Maintenance Services

Staff was seeking authorization to solicit bids for mowing, bed maintenance, tree trimming and litter / debris removal on City Right of Ways. Services would include all supervision, labor,

materials, supplies, tools and equipment necessary for the cleaning, clearing, trimming, loading and disposal of all trash, debris, rubbish, organic debris, municipal solid waste, special waste and tires. The contractor would mow all grasses, weeds, and underbrush, provide bed maintenance where needed and trim tree branches and sucker growth below 8 foot.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to solicit bids for Right-of-Way Mowing & Maintenance Services. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.16 Authorization to Award Contract via State Approved Buy Board Contract # 552-17 for air conditioner filter service for City Facilities/Buildings

The Parks & Recreation Dept. was seeking authorization to enter into a new contract term with Joe Fly Co. Inc. for air conditioner filter service for City Facilities/Buildings. Contract terms would be for a one year primary with two, one-year renewal options based on 0% increase in price via state approved Buy Board Contract #552-17. The Parks Department had been doing business with JF Filtration for the past 14 years and would like to extend these services.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to authorize to Award Contract via State Approved Buy Board Contract # 552-17 for air conditioner filter service for City Facilities/Buildings to Joe Fly Co. Inc., as recommended by staff. Motion was seconded by Councilman Plata and approved unanimously 4-0.

4.17 Authorization to Purchase Equipment via State Approved Contract for the Public Works and Health Department

Staff was seeking authorization to purchase via state approved contracts for Capital Outlay Equipment for Public Works and Health Department. An itemized equipment list was available for council's review.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to authorize to purchase equipment via State Approved Contract for the Public Works and Health Department, Buy Board contracts #521-16 as recommended by staff. Motion was seconded by Councilman Plata and approved unanimously 4-0.

4.18 Approval to Purchase Ultra Violet Parts for the Waste Water Treatment Plant from a sole source vendor

Staff was recommending purchasing parts for Ultra Violet Disinfection system from Xylem Water Solutions, Wedeco Products, a sole source vendor. Pursuant to Texas Local Government Code Section 252.022 General Exemptions(7) a procurement of items that were available from only one source, including: (A) items that were available from only one source because of patents, copyrights, secrete processes, or natural monopolies and (D) captive replacement parts or components for equipment;

Minutes, 12/18/17 pg. 9

Ultra Violet Systems parts would be replacing non-working UV parts for final disinfection process of waste water Installed in 2006 and purchased from the same vendor. A sole source letter from Vendor, Xylem Water Solutions USA, Inc Wedeco Products and description of parts in need was available for council's review.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve to purchase Ultra Violet Parts for the Waste Water Treatment Plant from Xylem Water Solutions, Wedeco Product, as recommended by staff. Motion was seconded by Councilman Plata and approved unanimously 4-0.

4.19 Authorization to Solicit for bids for the purchase of Cold Water Meters for the Public Works Department

Staff was seeking authorization to solicit bids for the purchase of Cold Water Meters. Meters were needed by the Public Works department to replace nonfunctioning meters and for new developments. The contract terms would be for one year with one-year renewal option.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to solicit for bids for the purchase of Cold Water Meters for the Public Works Department. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.20 Authorization to award bid for Electrical Repair & Maintenance Services for Water Treatments, Wastewater Treatment Plant, and Water Distribution Division

The City of Mission had accepted and opened (4) bid responses for Electrical Services. Staff recommended awarding Bid to Saenz Brothers Construction, LLC; who was the lowest responsive and responsible bidder meeting all specifications. Master Electrician Hourly Rate was at \$34.00/Hr and Assistance Electrician was at \$15.00/Hr. The performance of electrical repair and maintenance would be on an "as needed" basis for one year with two one year renewal options.

Staff and City Manager recommended approval.

Councilman O'cana moved to authorize to award bid for Electrical Repair & Maintenance Services for Water Treatments, Wastewater Treatment Plant, and Water Distribution Division to Saenz Brothers Construction, LLC, as per staff's recommendation. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.21 Approval of Work Authorization No. 11 with Javier Hinojosa Engineering related to the City of Mission Street Overlay Improvement Project

Work Authorization No. 11 entailed Plans, Specifications and Estimate for Street improvement project at Kika De La Garza Loop. Improvements project included Asphalt Pavement Overlay, utility adjustments and replacement of damaged concrete curb & gutter.

Staff and City Manager recommended approval.

Councilman O’cana moved to approve Work Authorization No. 11 with Javier Hinojosa Engineering related to the City of Mission Street Overlay Improvement Project. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

4.22 Authorization to solicit bids for Rehabilitation Project at (4) four Sanitary Sewer Lift Stations

Lift Station Rehabilitation project entailed the replacement of pump bases, discharge and suction pipes, fittings, valves, check valves and Pump Rail guides. Approximate cost of construction was \$200,000.

Lift Station Locations:

1. Los Indios Rd. and Santa Fe St. (LS#31)
2. Moorefield and 4 Mile Ln (LS#8)
3. Inspiration and Azelia St. (LS#9)
4. Shary Rd and 1-3/4 N (LS# 38)

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to solicit bids for Rehabilitation Project at (4) four Sanitary Sewer Lift Stations. 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

City Manager Garza wished the Council, staff and citizens of Mission a Merry Christmas and Happy New Year. He also extended an invitation to the Council to the Cops for Kids event sponsored by Mission Police Department and Mission Crime stoppers that would be held on Friday, December 22 at 1 p.m.

6.2 Mayor’s Comments

Mayor Pro Tem Garza wished the citizens and staff a Merry Christmas and a Happy New Year.

7.0 Adjournment

At 5:42 p.m., Councilman O’cana moved for adjournment. Motion was seconded by Councilwoman Ochoa and approved unanimously 4-0.

Norberto Salinas, Mayor

ATTEST:

Anna Carrillo, City Secretary