

**NOTICE OF REGULAR MEETING
MISSION CITY COUNCIL
MAY 11, 2020 5:30 P.M.
MISSION CITY HALL**

City of Mission is inviting you to a scheduled Zoom meeting.

Time: April 13, 2020 03:00 PM Central Time

Join Zoom Meeting (by computer or Mobile App)

<https://zoom.us/j/9904662781?pwd=SGVIL3JZRFRdENzWXI5VUxFT1ZUQT09>

Meeting ID: 990 466 2781

Password: 833227

or

Dial by telephone

+1 346 248 7799 US

Meeting ID: 990 466 2781

Password: 833227

PRESENT:

Dr. Armando O'caña, Mayor
Jessica Ortega-Ochoa, Councilwoman
Ruben D. Plata, Councilman
Norie Gonzalez Garza, Mayor Pro Tem
Alberto Vela, Councilman
Gus Martinez, City Attorney
Anna Carrillo, City Secretary
Randy Perez, City Manager

ALSO PRESENT:

Jaimie Treviño, Progress Times
Brenda Enriquez, Chamber of Commerce

ABSENT:

STAFF PRESENT:

Nelia Hernandez, Asst. City Secretary
Aida Lerma, Deputy City Manager
David Flores, Deputy City Manager
Angie Vela, Finance Director
Susie De Luna, Asst. Planning Director
Noemi Munguia, HR Director
Eduardo Belmarez, Purchasing Director
Roland Rodriguez, I. T. Director
Roxanne Casarez, Public Information Director
Charlie Longoria, Media Relations
Juan Pablo Terrazas, City Engineer
Abelardo Bocanegra, Engineer in training
Roberto Salinas, Public Works Director
Jesse Lerma, Civil Service Director
Gilbert Sanchez, Fire Chief
Rene Alvarez, Asst. Fire Chief
Frank Cavazos, Deputy Fire Chief
James Cardoza, Emergency Mngmnt. Coord.
Robert Dominguez, Chief of Police
Joanne Longoria, CDBG Director
Mario Flores, Golf Course Director
JJ Guerrero, Boys & Girls Club Director
Brad Bentsen, Parks & Recreation Director
Mayra Rocha, Library Director
Cynthia Lopez, Museum Director
Cesar Gutierrez, Sanitation Director
JC Avila, Fleet Maintenance Director
Noel Barrera, Health Dept. Director
Adela Ortega, Food Pantry Manager

1. Call to order

With a quorum being present, Mayor Dr. Armando O'caña called the meeting to order at 5:31 p.m.

2. Invocation and Pledge Allegiance

City Manager Randy Perez led the invocation and the Pledge of Allegiance.

3. 2020 Census Announcement

CDBG Director Joanne Longoria gave the presentation. She stressed the importance of the Census and reminded the citizens to fill out the census and that everyone counts. A map was shown with the percentages of response rate. The map displayed several areas with low turnout. A reminder was given that there were different ways to respond: online, by phone by mail.

4. Report from the Greater Mission Chamber of Commerce

Brenda Enriquez, President of the Greater Mission Chamber of Commerce reported on the Business Economic Recovery Committee led by the Chamber of Commerce which provided guidance to help businesses during this economic situation.

5. Departmental Reports

Councilwoman Jessica Ortega Ochoa moved to approve the departmental reports as presented. Motion was seconded by Councilman Alberto Vela and approved unanimously 5-0.

6. Citizens Participation

None

1.0 Public Hearing

1.1 Planning & Zoning Recommendations

None

2.0 Consent Agenda

(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately. The City Council May Take Various Actions; Including But Not Limited To Rescheduling An Item In Its Entirety For A Future Date Or Time. The City Council May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During The Meeting When Authorized By The Provisions Of The Open Meetings Act)

2.1 Approval of Minutes

City Council Meeting – April 27, 2020

City Council Special Meeting – April 29, 2020

City Council Special Meeting – May 6, 2020

2.2 Acknowledge Receipt of Minutes

Mission Redevelopment Authority – February 25, 2020

Mission Tax Increment Reinvestment Zone – February 25, 2020

Citizens Advisory Committee – April 14, 2020

2.3 Approval of Resolution # 1664 authorizing the submittal of a grant application for the 2020

Assistance to Firefighters Grant Program – COVID-19 Supplemental thru The Department of Homeland Security

The Mission Fire Department was seeking authorization to apply for the 2020 Assistance to Firefighters Grant Program – COVID-19 Supplemental thru The Department of Homeland Security, and the approval of Resolution for submission of the grant application. The department would apply for personal protection equipment (PPE) for COVID-19 response in the amount of \$19,580.00. There was a 10% cost share match of funds required in the amount of \$2,176.00 which brought the total amount to \$21,760.00.

RESOLUTION NO. 1664

AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION FOR THE 2020 ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM – COVID-19 SUPPLEMENTAL THRU THE DEPARTMENT OF HOMELAND SECURITY

2.4 The Mission Fire Department is seeking authorization to apply for the Firehouse Subs Public Safety Foundation Grant

The Mission Fire Department was seeking authorization to apply for the Firehouse Subs Public Safety Foundation Grant. The department’s suppression division would apply for training CPR Adult and Infant Manikins, AED Trainers, Airway Management Trainers, and Hemorrhage Control Trainer Kits. Grant funding level a maximum of \$20,000.00. There was no cost share match for this grant.

2.5 Authorization to surplus machinery and equipment and sell via online auction or dispose

The City of Mission Finance Department was requesting authorization to surplus a list of machinery and equipment. The list contained items staff had determined was no longer of use to the city. All surplus items would be sold at online auction and those items with no resale value would be disposed.

2.6 Approval for Submission of grant application to USTA

Approval was being requested for submission of two grant applications to United States Tennis Association: “The USTA Facility Recovery Grant”. To support facilities closed due to the impact of COVID-19. Purpose of Grant was for the purchase of tennis balls, and teaching equipment (i.e., tubes, carts, hoppers), cleaning or sanitizing supplies (i.e., disposable gloves, disinfectant, cleaning equipment) or services or no touch items (scanning software). This was a non-matching grant award based on number of courts: 4-7 courts - \$2,000.00 or 12 + courts – up to \$5,000.00.

2.7 Approval of Resolution # 1665 of the City Council for the City of Mission amending Resolution No. 1616 adopting the Public Funds Investment Policy and Strategy

As per Chapter 2256 of the Texas Government Code, known as “Public Funds Investment Act,” the City was required to adopt the investment policy and strategy on an annual basis through resolution.

No changes were made to the policy.

RESOLUTION NO. 1665

A RESOLUTION OF THE MISSION CITY COUNCIL AMENDING RESOLUTION NO. 1616 AMENDING THE PUBLIC FUNDS INVESTMENT POLICY AND STRATEGY

Councilman Ruben Plata moved to approve the consent agenda items 2.1 thru 2.7. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.0 Approvals and Authorizations

3.1 Authorize Mayor to execute Amendment No. 2 to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone Number One and the City of Mission

Authorize Mayor to execute Amendment No. 2 to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone Number One and City of Mission. The second amendment to reimbursement agreement was related to the South Conway Lift Station Project and it was deemed necessary to meet the lowest bidders' amount at bid letting of \$2,461,057.11.

Mr. Silva was available at the meeting to answer any questions City Council members may have.

The Board of Directors of the Mission Redevelopment Authority approved the Amendment No. 2 to Reimbursement Agreement at their April 28, 2020 meeting.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to authorize Mayor to execute Amendment No. 2 to Reimbursement Agreement between Mission Redevelopment Authority, Reinvestment Zone Number One and the City of Mission. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.2 Authorization to retire Police K-9 Woody from active duty and authorization to have Mission Police Lieutenant Javier Ramon adopt Police K-9 Woody after signing a Hold Harmless Agreement

The Mission Police Department purchased Police K-9 Woody in June of 2012. Woody was a Dutch Shepard who was trained for explosive detection and worked with his handler at the Anzalduas' International Bridge. Woody was born on January 22, 2012 and the handler and K-9 supervisor were recommending retirement based on the fact that the K-9 cannot pass recertification. Mission Police Lieutenant Javier Ramon was willing to accept K-9 Woody into his home. Lieutenant Ramon was willing to sign a Hold Harmless Agreement.

Staff and City Manager recommended approval.

Mayor Pro Tem Norie Gonzalez Garza moved to authorize to retire Police K-9 Woody from active duty and authorize to have Mission Police Lieutenant Javier Ramon adopt Police K-9 Woody after signing a Hold Harmless Agreement. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.3 Authorization to enter into a State Plan of Operation between the State of Texas and the City of Mission Police Department regarding excess Department of Defense (DOD) property

A State Plan of Operation was requested by the State of Texas based on the MRAP vehicle (SWAT) in possession of our department. This was an annual plan required in order to track said property that was provided to the City of Mission by the Department of Defense.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to enter into a State Plan of Operation between the State of Texas and the City of Mission Police Department regarding excess Department of Defense (DOD) property. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.4 Approval of Resolution # 1666 Amending Resolution No. 1661 of the City Council of the City of Mission Adopting State of Texas Executive Order GA-21 and County of Hidalgo Amended Emergency Order (20-005) Instituting Subsequent Measures Due To A Public Health Emergency Regarding Covid-19 Pandemic

Governor Greg Abbott issued State of Texas Executive Order GA-21 on May 5, 2020 relating to the expanded reopening of services as part of the safe, strategic plan to Open Texas in response to the COVID-19 disaster. And on April 30, 2020 County Judge, Richard Cortez County of Hidalgo issued the Amended Emergency Order (20-005 Expanded Reopening of Services Order) both Orders were hereby adopted in its entirety, specifically as to matters that pertain to the city, and shall remain in effect until the state of disaster was terminated or was to run concurrent with subsequent Orders or extension were issued by the state or county thereof extending beyond May 19, 2020 at 11:59 p.m.

Staff and City Manager recommended approval.

Councilman Plata moved to approve the Resolution No. 1666 Amending Resolution No. 1661 of the City Council of the City of Mission Adopting State of Texas Executive Order GA-21 and County of Hidalgo Amended Emergency Order (20-005) Instituting Subsequent Measures Due To A Public Health Emergency Regarding Covid-19 Pandemic. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

RESOLUTION NO. 1666

APPROVAL OF RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION ADOPTING STATE OF TEXAS EXECUTIVE ORDER GA-21 AND COUNTY OF HIDALGO AMENDED EMERGENCY ORDER (20-005) INSTITUTING SUBSEQUENT MEASURES DUE TO A PUBLIC HEALTH EMERGENCY REGARDING COVID-19 PANDEMIC

3.5 Approval of a Resolution # 1667 of the Mission City Council amending Resolution No. 1535 pertaining to Investment Officers

In accordance with Vernon's Civil Statutes Government Code, Chapter 2256.005(f), the City council officially designated the following city officials, serving in the capacity of the following offices, as public funds investment officers of the City of Mission:

Randy Perez – City Manager
Angie Vela – Finance Director
Ezeiza Garcia – Assistant Finance Director

Staff and City Manager recommended approval.

Councilman Plata moved to approve Resolution No. 1667 of the Mission City Council amending Resolution No. 1535 pertaining to Investment Officers. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

RESOLUTION NO. 1667

A RESOLUTION OF THE MISSION CITY COUNCIL AMENDING RESOLUTION NO. 1535 PERTAINING TO INVESTMENT OFFICERS

3.6 Acceptance of Quarterly Report of Investments for the Quarter ending December 31, 2019 and Interest Earned for Three Months Ending December 31, 2019

Acceptance of quarterly report required by the Public Funds Investment Act Section 2256.023 of the Texas Government Code on the total investments for the quarter ending December 31, 2019. The total increases to investment balances for the period were \$1,365,860.44 and total decreases were \$3,584,000.00, leaving a total of \$10,638,160.96 in outstanding investments for the quarter ending December 31, 2019. The total interest earned on all funds year to date was \$36,583.94.

This report of the City's investment portfolio was in compliance with State Law and the investment strategy and policy approved by the City Council.

Staff and City Manager recommended approval.

Councilman Plata moved to approve the Quarterly Report of Investments for the Quarter ending December 31, 2019 and Interest Earned for Three Months Ending December 31, 2019. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.7 March 2020 Financial Statements

Finance Director Angie Vela presented the March 2020 Financial Statements to the City Council for approval.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to approve the March 2020 Financial Statements. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.8 Award Bid for Housing Assistance Program HAP Phase 19-II

On March 23, 2020 City Council authorized staff to solicit bids for six homes. The City of Mission had accepted and opened four (4) bid responses. Staff recommended to award these projects to the lowest responsive and responsible bidder for each home as shown below:

Andrew Salinas dba A One Insulation - \$93,450

Reconstruction:

905 Ala Blanca Ave – \$68,500 (2 bdrm 2 bath, 970 sq ft)

Rehabilitation:

821 W "A" St – \$24,950

Tabeza Holdings - \$72,550

Reconstruction:

317 Alma Ave – \$72,550 (3 bdrm 2 bath, 1100 sq ft)

G & G Contractors - \$206,358

Reconstruction:

954 Truman St – \$68,801 (2 bdrm 2 bath, 970 sq ft)

939 N Los Ebanos Rd – \$68,737 (2 bdrm 2 bath, 970 sq ft)

619 N Mayberry Rd – \$68,820 (2 bdrm 2 bath, 970 sq ft)

Andrew Salinas dba A One Insulation, Tabeza Holdings and G&G Contractors met all the Terms & Conditions and Specifications and came within budget of each project. CAC met on April 28, 2020 and approved staff's recommendation to award multiple projects to the lowest responsive and responsible bidder.

Staff and City Manager recommended approval.

Councilman Plata moved to approve to Award Bid for Housing Assistance Program HAP Phase 19-II. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.9 Reject and Re Solicit Bid for housing assistance applicant at 2801 David St

On February 24, 2020 City Council authorized staff to solicit bids for one (1) rehabilitation home. The City of Mission had accepted and opened two (2) bid responses. The lowest bid amount for the rehabilitation project exceeded staff's internal cost estimate (7.5%). Staff was seeking to reject and resolicit bid for the rehabilitation at 2801 David St.

CAC met on April 28, 2020 and approved staff's recommendation to reject and resolicit bid on this project.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to approve to Reject and Re Solicit Bid for housing assistance applicant at 2801 David St. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.10 Authorization to request proposals (RFP's) for professional services to apply for an amendment to Certificate of Convenience and Necessity (CCN)

Proposer would need to follow guidelines pursuant to 16 Texas Administrative Code (TAC) Chapter 24, substantive rules applicable to water and sewer service provider, Subchapter G: Certificates of Convenience and Necessity. Agencies of coordination would be Public Utility Commission (PUC) and Texas Commission on Environmental Quality (TCEQ)." The area of expansion of the Sanitary Sewer CCN would be Northwest of Mission.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to request proposals (RFP's) for professional services to apply for an amendment to Certificate of Convenience and Necessity (CCN). Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.11 Discussion and Recommendations on the re-opening of City of Mission facilities

While the office of the Governor had lifted some restrictions concerning essential and non-essential businesses, the City of Mission would remain vigilant toward the protection of our Citizens and Employees. The following guidelines were being recommended as the City of Mission facilities begin to re-open:

- City Employees and Citizens were required to wear face coverings
- Utility Billing lobby to remain closed thru the end of May
- Practice social distancing and avoid situations where citizens would be in close proximity
- May 18, 2020 was the anticipated date to re-open with limited access for citizens.

We were encouraging the conduct of business online or by telephone whenever possible.

Staff and City Manager were seeking Council's Direction.

Councilman Plata moved to approve the Recommendations on the re-opening of City of Mission facilities. Motion was seconded by Councilman Vela and approved unanimously 5-0.

4.0 Unfinished Business

None

5.0 Routine Matters

5.1 City Manager's Comments

City Manager Perez advised of a small police memorial ceremony that was held and that a wreath was laid to honor the sacrifice of those who lost their life in the line of duty. He also reminded Citizens to continue to practice social distancing and take all safety precautions.

5.2 Mayor's Comments

Mayor O'caña thanked the city employees that assisted during the recent severe weather. He also wished all Mothers a Happy Belated Mother's Day.

5.3 City Council Comments

Councilman Vela, Mayor Pro Tem Garza, Councilman Plata, and Councilwoman Ochoa also thanked the city employees for their assistance during the recent severe weather and thanked the law enforcement officers for their service especially during Police Memorial Week.

6.0 Adjournment

At 6:17 p.m. Councilman Plata moved for adjournment. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

Dr. Armando O'caña, Mayor

ATTEST:

Anna Carrillo, City Secretary