

**Mission Redevelopment Authority
Board of Directors Meeting
March 26, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on March 26, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Ricardo A. Perez
Dennis Burleson

All the above were present. Participating in the Zoom teleconference were Sanjay Bapat, Ezeiza Garcia, David Flores, and Nate Perez. Participating in person were Ruben James de Jesús, Angie Vela, J.P. Terrazas, Dr. Rolando Ortiz, Randy Perez, Julio Cerda, Mayor Norie Gonzalez Garza, Cristian Garza, Joe Salazar, Damien D. Tijerina, Romeo Barrera, Mike Perez, Homer Castillo, Dolly Elizondo, Andy Garcia, Victor Treviño, Colby Eckols, Orlando Navarro, and Judy Vega.

Call Meeting to Order at 4:01 PM.

With a quorum present, Chairman Martin Garza opened the meeting with a special welcome to new City Manager Mike Perez. Chairman Martin Garza also thanked Randy Perez for his service during his tenure with the City of Mission in different capacities.

Citizen's Participation.

Chairman Martin Garza's call for citizens to participate either by Zoom's virtual platform or in-person did not yield any responses.

Director Moreno joined the meeting at 4:05 PM.

Approve minutes of February 27, 2024 regular meeting and special meeting of March 8, 2024 of the Mission Redevelopment Authority.

Upon a motion duly made by Director Reyna and seconded by Director Perez, the Board unanimously approved the February 27, 2024 meeting minutes and special meeting minutes of March 8, 2024, of the Mission Redevelopment Authority.

The Board unanimously agreed to prioritize the Executive Session item further down on the agenda, before addressing any other items.

At **4:06 PM**, Chairman Martin Garza, announced that the Mission Redevelopment Authority Board would convene in closed session. Upon a motion duly made by Vice Chairman Chapa and seconded by Director Reyna, the Board unanimously voted to convene in closed session.

For the record: Chairman Martin Garza recused himself from engaging in any discussion or voting related to this item and prompted to delegate Chairman duties to Vice Chairman Chapa. The request was made considering Chairman Martin Garza is related to a City of Mission employee.

Executive Session Pursuant to V.T.C.A. Gov. Code Sec. 551.071

Consultation with Attorney regarding:

A. Third Amendment to the Agreement for Interim Administrative Services between the City of Mission and Mission Redevelopment/TIRZ #1.

B. Consultant Agreement

The Mission Redevelopment Authority Board of Directors will reconvene in open session to take any actions necessary.

Secretary Aissa I. Garza joined the meeting via Zoom teleconference at 4:32 PM.

Director Burleson joined the meeting in person at 4:44 PM.

At **4:56 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would convene in open session. Upon a motion duly made by Vice Chairman and seconded by Director Perez, the Board unanimously voted to convene in open session.

Secretary Aissa I. Garza attended the meeting in person at 5:17 PM.

Item A: Upon a motion duly made by Director Ricardo A. Perez and seconded by Director Burleson, the Board approved an agreement 6-0 with 1 abstention, in the amount of \$3,000 with the City of Mission with the provision of bookkeeping, engineering, and financial services to the Authority and the TIRZ for three months. Chairman Martin Garza abstained from any discussion or voting on this item.

Item B: Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board authorized Secretary Aissa I. Garza and Chairman Martin Garza with a vote of 6 in favor and 1 against, to negotiate an agreement with Randy Perez in an amount not to exceed \$4,000 per month with the provision of executive director services to the Authority and the TIRZ. Director Reyna voted against the agreement.

Prior to moving to the next item on the agenda, Chairman Martin Garza informed project managers, developers, and engineers presenting project status reports that after presenting their reports, each will be accepted by the Board and filed in record. He also requested that each presenter deliver their reports in person at each meeting. Chairman Martin Garza requested that project reports are submitted by no

later than 12:00 noon on Wednesday the week prior to the meeting date. If reports are not received by this time, the project will not be included in the Project Reports.

Acceptance of Project Reports:

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. Mr. de Jesus reported that the project was bid on February 14, 2024. A total of five bids with an apparent low bid of \$2,334,367.50 was awarded to RDH Site and Concrete. Contracts are being executed and a Notice to Proceed will be issued by the end of March 2024. RDH Site and Concrete will begin with the submittal process for acceptance of materials once contracts have been executed. Contractor will begin mobilization on the project in April.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously accepted the Tierra Dorada Sanitary Sewer Improvements Project report.

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves Lift Station #10, located on Mile 2 & FM 495 (El Valle Subdivision) and the rerouting of Lift Station No. 10 to AGUA SUD lift station located on FM 364 by force main. Approximately two million gallons per day of sewer flows will be alleviated from the Inspiration Road trunkline. AGUA SUD held a board meeting on August 29th 2023 and approved to allow their general manager to negotiate an agreement with the City of Mission on the transport of sewer. Discussions continue with AGUA SUD to draft a final agreement to take to City Council. The agreement is expected to be presented to City Council in April 2024. Anticipated bid date has not been determined.

Upon a motion duly made by Director Perez and seconded by Director Reyna, the Board unanimously accepted the Inspiration Road Trunklines (Sanitary Sewer Master Plan) report.

Chairman Martin Garza recognized Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. I, II and III**. Mr. Tijerina reported that Phase I of this project is 100% complete and no reports will be submitted moving forward. On **Phase II**, Mr. Tijerina said that the project is 95.3% complete. L&G Engineering continues to work on a 95% submittal and said that an alternative pavement design is being implemented on the set of plans and pavement quantities are being updated. Regarding a proposed outfall ditch, the firm has updated the drainage model and has submitted it to the Drainage District for review and concurrence. Outfall quantities are currently being updated. On **Phase III**, Mr. Tijerina said ROW acquisition for this project continues to be in progress.

Upon a motion duly made by Director Reyna and seconded by Director Moreno, the Board unanimously accepted the Inspiration Rd/Military Parkway Loop Phase II and III reports.

Chairman Martin Garza recognized Dr. Rolando Ortiz to report on **Killam Development's El Milagro Phase I Project**. Dr. Ortiz said that the project is close to \$8 million in expenses. He mentioned that sidewalks and curbs were already constructed, but that there have been delays in the project's completion due to rain. The project is expected to be completed in May 2024, but it may take longer to complete. Overall, the project is 63% complete. Dr. Ortiz said that in trying to meet deadlines for report submissions, the reports may be one month behind as this report was from February 2024. He informed the Board that next month he will not be presenting a report.

Upon a motion duly made by Vice Chairman Chapa and seconded by Director Reyna, the Board unanimously accepted the report from Killam Development's El Milagro Phase I.

Chairman Martin Garza recognized Nate Perez with The Warren Group (TWG) to report on the **Fire & Police Sub-Station #6**. In the absence of Ms. Crystal Chavez and via Zoom teleconference, Mr. Perez reported that this project is 99.97% complete. General Contractor Gerlach Builders is correcting punch list comments and will notify the firm when they are ready for final review. Closing documents are also being prepared by the contractor for TWG's review. Mr. Perez said that the Texas Accessibility Standards (TAS) inspection has been completed and the contractor is making corrections listed on the report. Chairman Martin Garza asked what corrections needed to be made by the TAS report. The report was not available at this meeting time, but Mr. Perez said he will provide it at next month's Board meeting. Secretary Aissa I. Garza asked a question related to the project's cost. The reimbursable amount on page 31 in the meeting packet states that the project's cost amount of \$7,817,173.60 did not match the report's listed amount of \$6,612,779.60. Assistant City Manager J.P. Terrazas said that several change orders were approved for this project such as for Schuerbach Road improvements, IT equipment and furniture. The amounts will be verified, and more detail will be provided at the next Board meeting.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Ricardo A. Perez, the Board unanimously accepted the Fire & Police Sub-Station #6 report.

Chairman Garza recognized Ruben James de Jesus to report on the **Walsh Road Expansion Project**. Mr. de Jesus said that Melden & Hunt was engaged in February 2024 to design and survey this project to expand it from Perez St. to Frontage Rd., approximately $\frac{3}{4}$ of a mile. The improvements consist of a paved 32-foot back-to-back curb street section with proposed drainage improvements. Melden & Hunt is working on a preliminary survey and design plan. Bid date is to be determined. This project's cost estimate is \$1,764,369.25 and a reimbursement agreement between the City of Mission and the Authority is in place.

Upon a motion duly made by Director Ricardo A. Perez and seconded by Director Reyna, the Board unanimously accepted the report for the Walsh Road Expansion Project.

Chairman Garza recognized Mr. Terrazas to report on the **1st Street Extension (Dragonfly 6265 LLC)**. Mr. Terrazas said that this project is in the vicinity of Glasscock & Shary Road. This project involves connectivity through 1st Street, which is perpendicular to Hoerner Street. The contractor, Riverside Contractors has completed the construction on this project. The contractor plans on overlaying the streets by the first week of April 2024 and platting the subdivision by May 2024. The developer, Dolly Elizondo, present at this meeting, said that she is waiting for an appraisal on the property so she can purchase it and punch through 1st Street. Payout on this project should be expected in late March 2024.

No funds will be paid until the development is 100% complete and a lift station is placed in the subdivision. This subdivision contains approximately 66 multi-family residential lots.

Upon a motion duly made by Vice Chairman Chapa and seconded by Director Reyna, the Board unanimously accepted the 1st Street Extension (Dragonfly 6265 LLC) Project report.

Chairman Martin Garza recognized Romeo Barrera with Halff Associates to report on the **Hoerner Street Project**. Mr. Barrera said that total engineering costs for this project are \$98,000.00. The project involves a road extension to connect water and sewer. The firm started the designing the plan on March 18, 2024, which they plan to complete by May 31, 2024. A construction schedule has not been announced until the project gets closer to bid letting. The engineer's estimated construction cost for this project is \$1.4 million once completed.

Upon a motion duly made by Director Burleson and seconded by Director Reyna, the Board unanimously accepted the report as presented.

Chairman Martin Garza recognized P.E. Julio Cerda with South Texas Infrastructure Group, to present the Anzalduas Industrial Park Phase I Subdivision Project. Mr. Cerda invited the Board to a groundbreaking ceremony scheduled for April 2, 2024 at 10:30 AM for this project, which will be located at the corner of W. Military Highway and S. Bryan Road. The project involves the construction of an industrial park within the TIRZ #1 boundary. Mr. Cerda shared an image describing water and sewer extensions from south Military Road all the way to old Military Highway. He reported that the developer already has three clients that are ready to begin plans to construct warehouses. Phase I consists of three lots, a 35-acre development. Total acreage for the entire development's phases is 157 acres subdivided into seven lots.

Upon a motion duly made by Director Ricardo A. Perez and seconded by Director Reyna, the Board unanimously accepted the report for the Anzalduas Industrial Park Phase I Subdivision Project.

Deliberation and possible action to authorize staff to engage an engineering firm that specializes in building modification services for the newly acquired TIRZ building at 1301 E. 8th Street, Mission.

Chairman Martin Garza recognized Asst. City Manager J.P. Terrazas to present this item. Mr. Terrazas noted a correction on the agenda for this item. The request is to authorize staff to engage an architect firm, not an engineering firm, that specializes in building modification services. Mr. Terrazas mentioned that staff would like authorization to engage Architect Charlie Garcia with CG5 Architects, to design an elevator for the newly acquired TIRZ building located at 1301 E. 8th Street, to bring it up to Americans with Disabilities Act (ADA) standards. Chairman Martin Garza asked about the process the city uses to select architect firms. Mr. Terrazas said that the city has a list of firms that rotate for these types of services throughout the city. He also mentioned that the city has already started remodeling the building by doing some painting, electrical work, and fixing leaks on the roof, an expense of about \$25,000 in materials. These expenses will later be reimbursed by the TIRZ. However, Mr. Terrazas mentioned that everything is being done in-house with the assistance of the City's

Facilities Department. He recommends Architect Garcia for the design of the elevator and to assess any other needs associated with ADA compliance. Chairman Martin Garza asked if perhaps the TIRZ could hold their next meeting at the building. However, at this time the building does not have a large enough conference room to hold Board meetings. Plans for a larger conference room modification are being contemplated. A walk-through of the building is being planned next month right after the Board meeting.

Subject to the noted correction on the agenda related to the engagement from an engineering firm to an architect firm, upon a motion duly made by Director Burleson and seconded by Secretary Aissa I. Garza, the Board unanimously authorized staff to engage Architect Charlie Garcia with CG5 Architects, for building modification services for the newly acquired TIRZ building at 1301 E. 8th Street, Mission.

Review and approval of MRA Investment Policy.

For the record: Vice Chairman Albert X. Chapa and Director Efrain Reyna Jr. both recused themselves from engaging in any discussion or voting related to this item. The request was made considering Vice Chairman Chapa represents PlainsCapital Bank and Director Reyna is Financial Advisor for Edward Jones.

Accountant Joe Salazar presented and recommended approval of MRA's Investment Policy.

There being no corrections or additions upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board approved MRA's Investment Policy, 5-0 with 2 abstentions. Vice Chairman Albert X. Chapa and Director Reyna both abstained from voting.

Acceptance of Financial Report for February 2024.

Accountant Joe Salazar presented and recommended approval of the Financial Report for February 2024. Secretary Aissa I. Garza asked a question related to page 57 of the report related to Miscellaneous. She asked what miscellaneous items were. More detail will be presented related to the item at the next Board meeting.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously accepted the Financial Report for February 2024 as presented.

Approval of invoices for March 2024.

Accountant Joe Salazar presented and recommended approval of invoices for the month of March 2024.

Upon a motion duly made by Director Ricardo A. Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved all invoices for the month of March 2024.

Requests from the Board:

Project Reports: Director Burleson asked that presenters provide site plans for each project to inform new Directors about the location of projects. Chairman Martin Garza requested a new deadline for project reports submission: 12:00 noon the Wednesday prior to the Board meeting date.

Inspiration Road/Military Parkway Loop Phase III – Reimbursement Agreement is pending. This project has been approved by the Board and City Council.

Tierra Dorada Sanitary Sewer Improvements Project – First Amendment to Reimbursement Agreement is pending. This project has been approved by the Board and City Council.

1301 E. 8th Street Building – Lease Agreement is pending.

Financial Report: More detail needed on Miscellaneous line item in the Operating Fund of the February report.

As there was no further business for the board to consider, upon a motion made by Director Reyna and being seconded by Director Ricardo A. Perez, the Board unanimously voted to adjourn the meeting at 6:07 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____

**Mission Tax Increment Reinvestment Zone
Board of Directors Meeting
March 26, 2024**

MINUTES

Call to Order, Establishment of Quorum

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on March 26, 2024 at 801 N. Bryan Road, Mission, Texas and at 6:08 PM, the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman
Albert X. Chapa, Vice Chairman
Aissa I. Garza, Secretary
Efrain Reyna Jr.
Hector Moreno
Dennis Burleson
Ricardo A. Perez

All the above were present. Participating in the Zoom teleconference were Ezeiza Garcia and Nate Perez. Participating in person were Angie Vela, J.P. Terrazas, Randy Perez, Mayor Norie Gonzalez Garza, Cristian Garza, Joe Salazar, Mike Perez, and Judy Vega.

I. Consider Consent Agenda

- A. Call meeting to order and establish quorum.
- B. Approve minutes for the February 27, 2024 and special meeting of March 8, 2024 of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the March 26, 2024 meeting.

Upon a motion duly made by Director Perez and seconded by Director Reyna, the Board unanimously approved the February 27, 2024 and special meeting minutes of March 8, 2024 as presented.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Burleson, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the March 26, 2024 meeting.

II. Adjournment

As there was no further business for the board to consider, upon a motion duly made by Vice Chairman Albert X. Chapa and seconded by Director Reyna, the Board unanimously voted to adjourn the meeting at 6:09 PM.

By: _____

Attest: _____

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: _____

Date: _____