

**NOTICE OF REGULAR MEETING
MISSION CITY COUNCIL
AUGUST 10, 2020 5:30 P.M.
MISSION CITY HALL**

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
Randy Perez, City Manager
Anna Carrillo, City Secretary

ABSENT:

ALSO PRESENT:

Carlos Ventura
Karina Martinez
Jamie Trevino, Progress Times
Brenda Enriquez
Joel Garza
Brenda Fernandez
Jorge Cisneros

STAFF PRESENT:

Aida Lerma, Deputy City Manager
David Flores, Deputy City Manager
Angie Vela, Finance Director
Michael Elizalde, Grants Administrator
Susie De Luna, Asst. Planning Director
Alex Hernandez, Subdivision Coord.
Noemi Munguia, HR Director
Robert Hinojosa, Risk Management
Eduardo Belmarez, Purchasing Director
Roland Rodriguez, I. T. Director
Roxanne Casarez, Public Information Director
Charlie Longoria, Media Relations
Juan Pablo Terrazas, City Engineer
Roberto Salinas, Public Works Director
Mario Flores, Golf Director
Gilbert Sanchez, Fire Chief
Frank Cavazos, Deputy Fire Chief
James Cardoza, Emergency Mngmnt. Coord.
Roberto Dominguez, Chief of Police
Joanne Longoria, CDBG Director
Daniel Silva, CEO, Mission EDC
Rick Venecia, Interim Boys & Girls Club Director
Brad Bentsen, Parks & Recreation Director
Mayra Rocha, Library Director
Cynthia Lopez, Museum Director
JC Avila, Fleet Maintenance Director
Noel Barrera, Health Dept. Director
Adela Ortega, Food Pantry Manager
Abel Bocanegra, EIT
Rene Alvarez, Asst. Fire Chief

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 Pledge of Allegiance.

3. 2020 Census Announcement

JoAnne Longoria, CDBG Director reported that the City of Mission was at 51.8% mark in answering the Census. Ms. Longoria stressed the importance of the Census and reminded the citizens to fill out the census and that everyone counts. Census takers are now going out to the community.

4. Report from the Greater Mission Chamber of Commerce

Brenda Enriquez, President of the Greater Mission Chamber of Commerce reported that hotels are at capacity and the Discover Mission Campaign will be delivering welcome packages to the residents of the hotels. Chamber board ballots have been emailed to chamber members.

5. Update on Our Mission Forward CARES Grant funding

Daniel Silva, MEDC CEO reported that a total of 677 applications have been received. Currently applicants are going by the CEED Building to sign the necessary paperwork. It is expected to review all applications in the next week. A total of \$185,000 has been approved for distribution.

6. Departmental Reports

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

7. Citizens Participation

None

1.0 Public Hearing

1.1 Planning & Zoning Recommendations

- A. Rezoning: A 0.61 acre tract of land, more or less, out of Lot 17-12, West Addition to Sharyland, R-1 (Single Family Residential) to C-1 (Office Building), Karina Martinez
Adoption of Ordinance # 4929 approving 1.1A**

On July 22, 2020 the Planning and Zoning Commission held a Public Hearing to consider this rezoning request. The subject site is located approximately 700' North of U.S. Expressway 83 frontage off of Stewart Road along the west side of Stewart Road. There was no public opposition during the P&Z Mtg. The Board unanimously recommended denial.

Staff and City Manager recommended denial.

Mayor O'caña asked if there were any comments for or against the request.

Karina Martinez applicant spoke in favor of the request.

Councilman Plata moved to approve Ordinance # 4929 Rezoning: A 0.61 acre tract of land, more or less, out of Lot 17-12, West Addition to Sharyland, R-1 (Single Family Residential) to C-1 (Office Building). Motion was seconded by Councilman Alberto Vela and approved 4-1 with Councilwoman Ochoa voting against.

ORDINANCE NO. 4929

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A REZONING A 0.61 ACRE TRACT OF LAND, MORE OR LESS, OUR OF LOT 17-12,
WEST ADDITION TO SHARYLAND, FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO C-1
(OFFICE BUILDING)

B. Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages in the Patio Area – Whistling Duck, 1603 E. Griffin Parkway, Lots 10 & 11, Block 3, Shary Gardens Subdivision, C-3, Whistling Duck, Inc., Adoption of Ordinance # _____ approving 1.1B

On July 22, 2020 the Planning and Zoning Commission held a Public Hearing to consider this conditional use permit request. The subject site is located near the NW corner of Garden View Drive and Griffin Parkway (F.M. 495). There was public opposition during the P&Z Meeting the concerns voiced were regards to noise, adjacent businesses not granting permission to use patio area, type of business would give wrong impression. The Board unanimously recommended denial.

Staff and City Manager recommended denial.

Mayor O'caña asked if there were any comments for or against the request.

Sharon Ellison 1604 E. 23½ Street spoke against the request.

Councilwoman Jessica Ochoa moved to deny Conditional Use Permit: Sale & On-Site Consumption of Alcoholic Beverages in the Patio Area – Whistling Duck, 1603 E. Griffin Parkway, Lots 10 & 11, Block 3, Shary Gardens Subdivision, C-3, Whistling Duck, Inc. Motion was seconded by Councilman Vela and approved unanimously 5-0.

C. Conditional Use Permit: Drive-Thru Service Window – El Tropical, 708 N. Inspiration Road, Ste. 1, Lot 1, Rivalsebas Subdivision, C-3, Brenda Fernandez Adoption of Ordinance # 4930 approving 1.1C

On July 22, 2020 the Planning and Zoning Commission held a Public Hearing to consider this conditional use permit request. The subject site is located 400' south of E. Expressway 83 Frontage Road along the east side of Inspiration Road. There was no public opposition during the P&Z Mtg. The Board unanimously recommended approval.

Staff recommended approval subject to a 1-year re-evaluation to assess this new operation.

City Manager recommended approval.

Mayor O'caña asked if there were any comments for or against the request.

There were no comments.

Councilman Plata moved to approve Ordinance 4930 Conditional Use Permit: Drive-Thru Service Window – El Tropical, 708 N. Inspiration Road, Ste. 1, Lot 1, Rivalsebas Subdivision, C-3, Brenda Fernandez. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 4930

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE-THRU SERVICE WINDOW – EL
TROPICAL, 708 N. INSPIRATION ROAD, STE. 1, LOT 1, RIVALSEBAS SUBDIVISION

D. Conditional Use Permit: Drive-Thru Service Window – Kayla Coffee Company, 2138 E. Griffin Parkway, Lot 20, Block 2, Springfield Ph. I Subdivision, C-3, Carlos Ventura Adoption of Ordinance # 4931 approving 1.1D

Minutes, 08/10/2020 Pg. 4

On July 22, 2020 the Planning and Zoning Commission held a Public Hearing to consider this conditional use permit request. The subject site is located on the southwest corner of Helen Avenue and E. Griffin Parkway along the south side of Griffin Parkway. There was no public opposition during the P&Z Mtg. The Board unanimously recommended approval.

Staff recommended approval subject to a 1-year re-evaluation to assess this new operation.

City Manager recommended approval.

Mayor O'caña asked if there were any comments for or against the request.

There were no comments.

Mayor Pro Tem Norie Garza moved to approve Ordinance No. 4931 Conditional Use Permit: Drive-Thru Service Window – Kayla Coffee Company, 2138 E. Griffin Parkway, Lot 20, Block 2, Springfield Ph. I Subdivision, C-3, Carlos Ventura. Motion was seconded by Councilman Plata and approved unanimously 5-0.

ORDINANCE NO. 4931

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS
GRANTING A CONDITIONAL USE PERMIT FOR A DRIVE – THRU SERVICE WINDOW - KAYLA
COFFEE COMPANY, 2138 E. GRIFFIN PARKWAY, LOT 20, BLOCK 2, SPRINGFIELD PH. I
SUBDIVISION

E. Public Hearing on FY 2020-2021 Preliminary Budget

The City's preliminary budget for FY 2020-2021 was presented on July 27, 2020 and had been made available to the public for review at the City Secretary's office and on the City's website as required.

This was the opportunity for citizens to speak on the preliminary budget.

Mayor O'caña asked if there were any comments for or against the Public Hearing.

There were no comments.

No action was taken since this was only a public hearing.

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 – July 27, 2020

City Council Emergency Meeting – July 27, 2020

Special City Council Meeting – August 6, 2020

2.2 Acknowledge Receipt of Minutes

Mission Economic Development Corporation – June 16, 2020

Mission Economic Development Corporation – July 8, 2020

Mission Redevelopment Authority – June 23, 2020

Tax Increment Reinvestment Zone – June 23, 2020

Planning & Zoning Commission – June 10, 2020

2.3 Authorization to submit a grant application to the U.S. Department of Justice for Edward Byrne Memorial Justice Assistance Grant (JAG) Program

The Mission Police Department was requesting authorization for the submission of a grant application for Edward Byrne Memorial Justice Assistance Grant to the U.S. Department of Justice. The grant would allow

Mission Police Department to allocate funds for law enforcement programs that included planning, evaluation, and technology improvements. Mission PD seeked to submit a grant request in the amount of \$89,475. This grant opportunity had no matching requirement.

Mayor Pro Tem Garza moved to approve the consent agenda items 2.1 thru 2.3. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.0 Approvals and Authorizations

3.1 Authorization to purchase operational and rescue equipment from Metro Fire Apparatus Specialists, Inc. Via Buy Board Contract 603-20

Staff was seeking authorization to purchase operational and rescue equipment from Metro Fire Apparatus Specialists, Inc. The operational and rescue equipment would be part of outfitting the new Pierce apparatuses for emergency operations. Purchased cost in the amount of \$58,745.00. Via Buy Board Contract 603-20.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize the purchase operational and rescue equipment from Metro Fire Apparatus Specialists, Inc. Via Buy Board Contract 603-20. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.2 Authorization to purchase rugged mobile printers from CDW-G from the City's CARES ACT Budget

Staff was seeking authorization to purchase Brother Rugged Jet Mobile Printers from CDW-G via Exemption due to Emergency Declaration due to COVID-19. The mobile printers were for Planning, Health, and Fire Prevention inspectors and code enforcement officers for the process of business occupancies as well as specific departmental inspections, and any Covid-19 implemented inspection requirements. Sixteen (16) mobile printer and accessories will be purchased in the amount of \$11,445.60. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve the purchase rugged mobile printers from CDW-G from the City's CARES ACT Budget. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.3 Authorization to purchase three part disinfection solution and five (5) 3 part electric mixing stations from QAL TEK from the City's CARES ACT Budget

Staff was seeking authorization to purchase three part disinfection solution and five (5) 3 part electric mixing stations from QAL TEK via Exemption due to Emergency Declaration. Disinfection solution would be utilized to disinfect fire stations, fire apparatuses, support vehicles and department equipment due to COVID-19. Purchased cost was in the amount of \$11,846.78. Purchases would be made from multiple vendors. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in

case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to purchase three part disinfection solution and five (5) 3 part electric mixing stations from QAL TEK from the City's CARES ACT Budget. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.4 Authorization to purchase Everbridge notification software from PetroSys Solutions Inc. from the City's CARES ACT Budget

Staff was seeking authorization to purchase Everbridge notification software from PetroSys Solutions Inc. via sole source and Exemption due to Emergency Declaration. Everbridge notification system software would be utilized to notify residents of any important information the city may want to disseminate and allowed them to easily see public safety alerts around the area. Purchase cost was in the amount of \$24,058.19. PetroSys Solutions Inc., was a sole source vendor of the software. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to purchase Everbridge notification software from PetroSys Solutions Inc. from the City's CARES ACT Budget. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.5 Authorization to purchase Lucas Chest Compression System from Stryker from the City's CARES ACT Budget

Staff was seeking authorization to purchase Lucas Chest Compression System from Stryker via sole source and Exemption due to Emergency Declaration. The chest compression system gave the first responder the ability to maintain distance from suspected and confirmed COVID-19 patients during CPR. Also reduced the number of caregivers needed to administer chest compressions during a code compared to a rotation of care givers providing manual CPR and improves caregiver's safety when providing CPR. Purchase cost in the amount of \$92,233.80. Stryker was a sole source vendor of the product. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Councilman Plata moved to purchase Lucas Chest Compression System from Stryker from the City's CARES ACT Budget. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.6 Authorization to purchase eCivis Grant Management Software from Carahsoft Technology Corp. from the City's CARES ACT Budget

Staff was seeking authorization to purchase eCivis Grant Management Software from Carahsoft Technology Corp. from the City's CARES ACT Budget. The total for the grant management software was \$11,850 and would be used to research all grant opportunities, including COVID-19 related grants. Additionally, the software would allow the management of awarded grants as the city had seen an increase in COVID-19 related grants awarded.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize the purchase eCivis Grant Management Software from Carahsoft Technology Corp. from the City's CARES ACT Budget. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.7 Discussion and possible action on modifying COVID-19 of City of Mission guidelines

This was the opportunity for the City Council to make any modifications to the City's existing guidelines.

City Manager Randy Perez explained that due to the circumstances regarding COVID-19 some employees have been unable to take vacation time off. As per the current vacation policy an employee shall forfeit up to ten (10) work days of accrued vacation leave if not utilized by September 30 of each fiscal year and all employees would be eligible to carry over a total of five (5) work days or forty (40) hours of vacation leave per fiscal year. Due to the pandemic some employees have been unable to take vacation time off therefore a request was being made to allow employees this year only to be able to carry over a total of ten (10) work days or eighty (80) hours.

3.8 Request by County of Hidalgo Elections Department to use City Facilities for November General Election for early voting and Election Day

A request for the use of Bannworth Gym Classroom and Parks and Recreation Gym for the November 3, 2020 General Election was submitted by the County of Election Elections Department. Voting would not be taking place at Mission City Hall due to social distancing guidelines that was needed to take place.

As per Governor Abbott's Proclamation early voting was to be extended by an additional week. Early Voting was to begin on October 13 – October 30 and Election Day was November 3, 2020.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to approve Request by County of Hidalgo Elections Department to use City Facilities for November General Election for early voting and Election Day. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.9 Authorization to amend consulting services agreement with H.R. Bert Peña to provide federal representation in extending the City of Mission Presidential Permit

In 1978 the City of Mission was granted a Presidential Permit to construct, operate and maintain an international vehicular and rail bridge within the City of Mission. The permit would expire on July, 2021. The City had been working diligently to commence the construction of both the vehicular and rail components of the bridge. Mr. Peña had been providing federal representation in the pursuit of extending the Presidential Permit for an additional 10 years. Services would be provided on an as needed basis have at the rate of \$250.00 per hour.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to amend consulting services agreement with H.R. Bert Peña to provide federal representation in extending the City of Mission Presidential Permit. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.10 Authorization to enter into an Interlocal Agreement between the City of Mission and the City of Penitas to provide temporary housing for prisoners

The City of Penitas was in need to continue services for the temporary housing and detention of prisoners awaiting arraignment. The Mission Police Department agreed to make use of their holding cells for prisoners of the Penitas Police Department subject to the availability of space based on the facilities capacity. The temporary housing of prisoners would be at a cost of \$54.00 per prisoner per day. The cost included detention, transportation and meal costs. The term of the agreement was for one year commencing on October 1, 2020 and ending at midnight on September 30, 2021.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to enter into an Interlocal Agreement between the City of Mission and the City of Penitas to provide temporary housing for prisoners. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.11 Authorization to enter into an Interlocal Agreement between the City of Mission and the City of Palmhurst to provide temporary housing for prisoners

The City of Palmhurst was in need to continue services for the temporary housing and detention of prisoners awaiting arraignment. The Mission Police Department agreed to make use of their holding cells for prisoners of the Palmhurst Police Department subject to the availability of space based on the facilities capacity. The temporary housing of prisoners would be at a cost of \$54.00 per prisoner per day. The cost included detention, transportation and meal costs. Term of the Agreement was for one year commencing on October 1, 2020 and ending at midnight on September 30, 2021.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to enter into an Interlocal Agreement between the City of Mission and the City of Palmhurst to provide temporary housing for prisoners. Motion was seconded by Mayor Pro Tem Garza and approved unanimously 5-0.

3.12 Approval of Resolution No. 1681 supporting the acceptance of the 2019 Operation Stonegarden Program Grant from the Office of the Governor (OOG# 3172905)

The grant would allow Mission Police Officers the opportunity to work overtime to increase patrol presence throughout the City of Mission, especially in and around the U.S./Mexican border. Additionally, the grant would allow us the opportunity to update the Mission Police Departments SkyWatch towers with new video camera systems and add Wi-Fi capabilities. The total amount of the grant awarded was \$330,000.00. There was no cash match required from the City of Mission.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to Approve Resolution No. 1681 supporting the acceptance of the 2019 Operation Stonegarden Program Grant from the Office of the Governor (OOG# 3172905). Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

RESOLUTION # 1681

**SUPPORTING THE ACCEPTANCE OF THE 2019 OPERATION STONEGARDEN
PROGRAM GRANT FROM THE OFFICE OF THE GOVERNOR (OOG# 3172905)**

3.13 Authorization to enter into a contract between the City of Mission and Safe Track, LLC, dba Safe Global Services to provide professional services

Safe Track, LLC, dba Safe Global Services would be retained for the specific purpose of providing security measures along the Mission, Texas and Mexico border. Safe Track, LLC, dba Safe Global Services could provide a number of security /intelligence services to the City of Mission as it related to our proximity to the U.S./Mexican border and the need to be aware of any potential threats to our International Bridge, our border and or our community. The total amount for the yearly contract was \$15,600.00.

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to approve to enter into a contract between the City of Mission and Safe Track, LLC, dba Safe Global Services to provide professional services. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.14 Authorization to accept the FY - 2021 STEP Comprehensive Grant from the Texas Department of Transportation

The FY - 2021 STEP Comprehensive Grant was designed to provide grant funds to increase seatbelt enforcement, speed enforcement, DWI enforcement throughout our community. The grant amount of \$57,530.93 would be utilized for enforcement purposes. There was a cash match amount of \$11,541.93 which will be paid by the City of Mission.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to accept the FY - 2021 STEP Comprehensive Grant from the Texas Department of Transportation. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.15 Authorization to purchase video conferencing equipment, lap tops, desk tops, accessories and Microsoft Office licenses under the CARES Act budget

The City of Mission Police Department was requesting authorization to purchase video conferencing equipment, lap tops, desk tops, and Microsoft Office licenses under the CARES Act. Package #1 – purchase of video conferencing equipment. A total of three (3) individual quotes were obtained and the lowest responsible bidder was SHI Government Solutions. SHI Government Solutions would guarantee delivery of the equipment before the August 30th, 2020 deadline. SHI Government Solutions as registered with SAM, System for Award Management. Package #2 – purchase of Apple Macbooks and related accessories. A total of three (3) individual quotes were obtained and the lowest responsible bidder was CDW-G, however, CDW-G cannot guarantee delivery before the established deadline. I recommend that we purchase from the second responsible bidder, SHI Government Solutions. SHI Government Solutions would guarantee delivery of the equipment before the August 30th, 2020 deadline. SHI Government Solutions was registered with SAM, System for Award Management. The difference was price from CDW-G and SHI Government Solutions was \$785.75. Package #3 – purchase of Microsoft licenses, laptops, desktops, and accessories. A total of three (3) individual quotes were obtained and the lowest responsible bidder was SHI Government Solutions. SHI Government Solutions would guarantee delivery of the equipment before the August 30th deadline. SHI Government Solutions was registered with SAM, System for Award Management. The total of Package #1 is \$27,642.74, package #2 is \$51,723.38 and package #3 is \$65,016.08 for a total of \$144,382.20.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize the purchase of video conferencing equipment, lap tops, desk tops, accessories and Microsoft Office licenses under the CARES Act budget. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.16 Authorization for emergency payment for repairs on 1996 Utility Reefer Trailer to support local hospital and funeral homes during this pandemic

Authorization for emergency payment for repairs on 1996 Utility Refer Trailer to help support local hospital and funeral homes during this pandemic for amount of \$14,010.98

Staff and City Manager recommended approval.

Councilwoman Ochoa moved to authorize emergency payment for repairs on 1996 Utility Reefer Trailer to support local hospital and funeral homes during this pandemic. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.17 Authorization for emergency payment for parts ordered for repairs in house service repairs done at Siddons Martin Emergency group by certified EVT technicians

Authorization for emergency payment for repairs on Fire Department apparatuses done at Siddons Martin Emergency group by certified EVT technicians and parts ordered for in house repairs. We currently have a service agreement in place with Siddons Martin.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize emergency payment for repairs on 1996 Utility Reefer Trailer to support local hospital and funeral homes during this pandemic. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.18 Authorization to purchase payroll technology hardware/software, based on the CARES ACT Budget

Staff was seeking authorization to purchase commodities and components via Exemption due to Emergency Declaration. Time Clock Plus offers City of Mission technology that would be used by Finance Payroll Department for telework tracking through remote clock in capabilities using cloud based functionality. Software would also aid in compliance reporting, reduce manual entry processes and increase efficiency through real time validation. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to purchase payroll technology hardware/software, based on the CARES ACT Budget. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.19 Authorization to purchase tables, chairs and chair dollies for the Boys & Girls Club Gymnasiums thru the CARES ACT Budget

Staff was seeking to purchase ten Mobile Stool Tables (Cafeteria Style) two hundred four heavy duty folding chairs and six chair dollies. As per the COVID-19 epidemic, the club will need to maintain social distancing once the gymnasiums are re-opened. The tables and chairs would be placed at appropriate distances to adhere to the guidelines set forth. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize the purchase of tables, chairs and chair dollies for the Boys & Girls Club Gymnasiums thru the CARES ACT Budget. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.20 Authorization to purchase cleaning, sanitation, and safety materials due to COVID-19 for all city facilities through the approved CARES ACT Budget

The Facilities Department was seeking authorization to purchase cleaning, sanitation, and safety materials from Gulf Coast Paper Company in the amount of \$33,416.20. Items include 60- One step disinfectant cleaner, 60- Total 360 disinfectant cleaner, 80- Purell instant hand foam sanitizer, 60- Degreaser clean go, 50 Clorox disinfectant spray, 30 Super HDQ-L #10 disinfection concentrate, 50- Halt hospital grade disinfectant/deodorizer, and 60- Clorox fresh wipes. Items would be used and distributed to all City of Mission Departments & Facilities. Items being purchased will be through the approved CARES ACT budget. Staff was

seeking authorization to purchase cleaning, sanitation and commodities and components via Exemption due to Emergency Declaration. Verification of federal non-debarment has been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommend approval.

Councilman Plata moved to authorize the purchase of cleaning, sanitation, and safety materials due to COVID-19 for all city facilities through the approved CARES ACT Budget. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

3.21 Authorization to purchase tripod, desktop editing computer and a MacBook Pro with accessories via Buy Board Contract #563-18

The City of Mission Media Relations Department was in need of a second editing computer to produce broadcast quality video and graphics. Accessories were also being purchased to replace outdated or broken equipment (camera tripod.) The department also required a MacBook laptop to help with teleworking capabilities. The total expenditure for this purchase was \$27,020.51. The broadcast equipment would be purchased through our Public, Education or Government (PEG) fund.

Staff and City Manager recommended approval.

Councilman Plata moved to authorize to purchase tripod, desktop editing computer and a MacBook Pro with accessories via Buy Board Contract #563-18. Motion was seconded by Councilman Ochoa and approved unanimously 5-0.

3.22 Authorization to purchase HR Deployment and Forms Software from Municipal Code Corporation (Municode) from the City's CARES ACT Budget

Staff was seeking authorization to purchase HR Deployment and Forms Software from Municode. This would allow personnel files to be maintained electronically vs maintaining paper files. This software also included online application and forms management software Municode was a sole source vendor utilizing a proprietary software. Verification of federal non-debarment had been done via System for Award Management (SAM). Cost of software is \$47,600.00.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize to purchase HR Deployment and Forms Software from Municipal Code Corporation (Municode) from the City's CARES ACT Budget. Motion was seconded by Councilman Vela and approved unanimously 5-0.

3.23 Approval of Resolution 1682 of the City Council of the City of Mission Adopting County of Hidalgo Order (20-012) related to the COVID-19 Public Health Emergency

On July 20, 2020 County Judge, Richard Cortez County of Hidalgo issued Order (20-012) whereby guidelines had been extended due to the increase in the number of cases and hospitalizations related to COVID-19. Effective at 12:01 on August 6, 2020 SHELTER-AT-HOME: All Individuals currently living within Hidalgo County, Texas were ORDERED to SHELTER-AT-HOME in their residence. And to follow the following Orders as stated in County Order 20-012, SHELTER AT HOME CURFEW, TRAVEL, FACIAL COVERING, and OUTDOOR GATHERINGS. County Order (20-012) was hereby adopted in its entirety, specifically as to matters that pertained to the city, and remained in effect and in full force and effect until 11:59 p.m. August 19, 2020, unless it was modified, amended, rescinded, or superseded based on the status of COVID-19 in Texas and CDC recommendations.

Staff and City Manager recommended approval.

Councilman Plata moved to approve Resolution 1682 of the City Council of the City of Mission Adopting County of Hidalgo Order (20-012) related to the COVID-19 Public Health Emergency. Motion was seconded by Councilman Vela and approved unanimously 5-0.

RESOLUTION # 1682

APPROVAL OF RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MISSION ADOPTING COUNTY OF HIDALGO ORDER (20-012) RELATED TO THE COVID-19 PUBLIC HEALTH EMERGENCY

3.24 Authorization to purchase maintenance and support for the 3 Barracuda Firewalls currently setup at City hall, Speer Memorial Library and Central Fire Station

Staff was seeking authorization to purchase commodities and components via Exemption due to Emergency Declaration from CDW-G in the amount of \$15,442.95. This maintenance support will update and maintain 3 devices which are located at the Central Fire Station, Speer Memorial Library and at City Hall. Due to COVID-19 we were having to VPN and setup more Remote Access into our system. These Firewalls would work side by side with the recently purchased network equipment. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize the purchase maintenance and support for the 3 Barracuda Firewalls currently setup at City Hall, Speer Memorial Library and Central Fire Station. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.25 Authorization to purchase Video Conferencing Equipment for the following departments 2 City Hall, 1 CDGB, 1 Municipal Court and 3 Public Works

Staff was seeking authorization to purchase commodities and components via Exemption due to Emergency Declaration from Best Buy in the amount of \$19,749.95. This equipment would be installed in several locations throughout the city. This would provide employees the opportunity to Video Conference with other departments, Vendors, and Training. This purchase would provide equipment in multiple buildings and would help with social distancing due to COVID-19. This as a necessity due to the COVID-19 Pandemic. Verification of federal non-debarment had been done via System for Award Management (SAM). Exemption from competitive bidding requirements, pursuant to Texas LGC 262.024 (a) (1): an item that must be purchased in

case of a public calamity if necessary to make the purchase promptly to relieve the necessity of the citizens; (2): an item necessary to preserve and protect the public health and safety of the citizens.

Staff and City Manager recommended approval.

Mayor Pro Tem Garza moved to authorize to purchase Video Conferencing Equipment for the following departments 2 City Hall, 1 CDGB, 1 Municipal Court and 3 Public Works. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.26 Discussion and possible action on entering into a one (1) year agreement for the City of Mission to operate the Rio Grande Valley State Veteran’s Cemetery with The Texas General Land Office/The Veterans Land Board and, if necessary, delegating authority to the City Manager to approve final contract terms with The Texas General Land Office and The Veterans Land Board

The City of Mission was prepared to operate the Rio Grande Valley State Veteran’s Cemetery in cooperation with The Texas General Land Office, The Veterans Land Board. This agreement would be for one (1) year with annual renewals based on agreements between all parties. Funding for the operations would come from The Veterans Land Board on a monthly basis. The Rio Grande Valley State Veteran’s Cemetery would operate as a City Department under the direction of the City Manager’s Office.

Staff and City Manager recommend approval.

Mayor Pro Tem garza moved to authorize to entering into a one (1) year agreement for the City of Mission to operate the Rio Grande Valley State Veteran’s Cemetery with The Texas General Land Office/The Veterans Land Board and, if necessary, delegating authority to the City Manager to approve final contract terms with The Texas General Land Office and The Veterans Land Board. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.27 Consideration & Adoption of Ordinance # 4931 approving and ratifying interlocal agreement with McAllen concerning Extra Territorial Jurisdiction

Ordinance #1739, executed on May 10, 1993, reflected the interlocal ETJ Agreement between the City of Mission and City of McAllen. After evaluating the ETJ boundaries further, the City of McAllen proposed that the City of Mission undertake 468 acres currently under in their EJT.

Staff and City Manager recommend approval.

Councilwoman Ochoa moved to adopt of Ordinance # 4931 approving and ratifying interlocal agreement with McAllen concerning Extra Territorial Jurisdiction. Motion was seconded by Councilman Vela and approved unanimously 5-0.

ORDINANCE NO. 4931

AN ORDINANCE AMENDING ORDINANCE #1739 TO SET NEW EXTRATERRITORIAL JURISDICTION (ETJ) BOUNDARIES AND ANNEXATION LIMITS FOR MISSION, TEXAS INTO THE PREVIOUS ETJ AREA OF MCALLEN; APPROVING “ATTACHMENT A” BEING AN AGREEMENT BETWEEN THE CITIES OF MISSION, TEXAS AND CITY OF MCALLEN, TEXAS; SAID AGREEMENT INCLUDING “ATTACHMENT B” BEING A MAP REFLECTING THE REVISED ETJ AND ANNEXATION BOUNDARIES; AND PROVIDING FOR A PUBLICATION PROVISION

3.28 Approval of Mission CARES COVID Program Guidelines

The Mission CARES COVID Program was designed to help small businesses that were affected by COVID-19.

The Mission CARES COVID Program consisted of 3 funding tiers:

\$1,000 - For sole proprietors and home-based businesses

\$3,500 - For businesses in a commercial location with at least one W9 employee

\$7,000 - For businesses in a commercial location with at least one W9 employee and generates over \$200,000 in gross revenue.

Staff and City Manager recommend approval.

Mayor Pro Tem Garza moved to approve Mission CARES COVID Program Guidelines. Motion was seconded by Councilman Plata and approved unanimously 5-0.

3.29 Authorization and consideration to administer the Business Recovery Programs for economic support of local businesses affected by the COVID-19 pandemic

In an effort to stimulate the local economy and support Mission businesses that were affected by the COVID-19 pandemic, the following programs had been established:

Continue to Employ Grant – eligible businesses can receive up to \$5,000

Commercial Utility Account Grant - \$500 per active commercial account

Mission GAINS Program – residents can apply for a \$250 gift card to spend in participating local businesses.

Staff and City Manager recommend approval.

Councilwoman Ochoa moved to authorize to administer the Business Recovery Programs for economic support of local businesses affected by the COVID-19 pandemic. Motion was seconded by Councilman Plata and approved unanimously 5-0.

4.0 Unfinished Business

None

5.0 Routine Matters

5.1 City Manager's Comments

Randy Perez City Manager stated that the programs would be expedited and to help the local businesses. Reminded citizens of safety measures that are still in place due to COVID-19 and asked the community to protect themselves and help stop the spread.

5.2 Mayor's Comments

Thanked city employees who have been on the frontlines and have been providing the services to the citizens during the pandemic and during hurricane Hanna. Mayor stated "*Mission MASK Up*".

5.3 City Council Comments

Councilwoman Ochoa welcomed Rick Venecia as the interim Boys & Girls Club Director. Thanked the Sanitation Department for their hard work. Councilwoman Ochoa requested Grants Director Michael Elizalde to continue searching grants for mental health awareness. Councilman Alberto Vela thanked the Sanitation Department for their hard work.

6.0 Adjournment

At 7:19 p.m. Mayor Pro Tem Garza moved for adjournment. Motion was seconded by Councilwoman Ochoa and approved unanimously 5-0.

Dr. Armando O'caña, Mayor

ATTEST:

Anna Carrillo, City Secretary