



*SAN BENITO ECONOMIC DEVELOPMENT CORPORATION
SPECIAL MEETING
October 18, 2017*

On October 18, 2017, the San Benito Economic Development Corporation of the City of San Benito held a Special Meeting at the San Benito Municipal Building (Cesar Gonzales Meeting Hall), 401 N. Sam Houston at 5:30 p.m. A quorum was present including the following:

JOSE L. MORALES WAS THE PRESIDING OFFICER.

EDC BOARD MEMBERS

Jose L. Morales	President
Julian Rios	Vice President
Priscilla Guajardo	Secretary/Treasurer
Orlando Lopez	Board Member
Jeremy Maya	Board Member

ADMINISTRATIVE STAFF

Lupita Passemment	City Secretary
Rachel Siller	Administrative Assistant
Belen Pena	Accountant

ABSENT

Mary Bolado	Board Member
JD Penny	Board Member
Benjamin Gomez	Ex-Officio Member (arrival: Item #8)
Manuel De La Rosa	City Manager (arrival: Item #8)
Ricardo Morado	City/EDC Attorney (arrival: Item #8)

ITEM 1. WELCOME TO VISITORS.

Jose L. Morales, President, welcomed everyone and called the meeting to order at 5:32 p.m. at the Cesar Gonzalez Meeting Hall located at the Municipal Building.

ITEM 2. PLEDGE OF ALLEGIANCE TO THE U S FLAG AND TO THE TEXAS FLAG.

Julian Rios, Vice President, led Board Members and audience in reciting the Pledge of Allegiance to the United States flag and to the Texas flag.

ITEM 3. INVOCATION.

Orlando Lopez, Board Member, led the Board Members and audience in prayer.

ITEM 4. PUBLIC COMMENTS.

No public comments.

ITEM 5. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 21, 2017.

Julian Rios, Vice President, moved to approve the minutes. Priscilla Guajardo, Secretary/Treasurer, seconded the motion. Voting Aye: Jose Morales, President, Julian Rios, Vice President, Priscilla Guajardo, Secretary/Treasurer, Board Member Jeremy Maya. Abstaining: Orlando Lopez, Board Member. **MOTION CARRIED TO APPROVE THE MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 21, 2017.**

ITEM 6. PUBLIC HEARING REGARDING FUNDING OF \$50,000.00 TOTAL TOWARD DOWNTOWN COMMERCIAL FAÇADE GRANT PROGRAM (FISCAL YEAR 2017-2018) AND DOWNTOWN RENT SUBSIDY GRANT PROGRAM (FISCAL YEAR 2017-2018).

Jose L. Morales, President opened the Public Hearing at 5:35 pm. Lynne Pare stated she hopes the program is set up to award the money to multiple businesses, compared to granting the money to one business. The Public Hearing was closed at 5:37 pm.

ITEM 7. CONSIDERATION AND POSSIBLE ACTION TO RE-SCHEDULE THE NOVEMBER 16, 2017 BOARD MEETING TO NOVEMBER 9, 2017 DUE TO STAFF TRAINING.

Rachel Siller, Coordinator, is scheduled to be in training during the next regularly scheduled meeting, and is requesting the Board re-schedule the meeting to Thursday, November 9, 2017. Julian Rios, Vice President, moved to reschedule the November meeting. Orlando Lopez, Board Member, seconded the motion. Voting Aye: Jose Morales, President, Julian Rios, Vice President, Priscilla Guajardo, Secretary/Treasurer, Board Members Jeremy Maya and Orlando Lopez. **MOTION CARRIED TO RE-SCHEDULE THE NOVEMBER 16, 2017 BOARD MEETING TO NOVEMBER 9, 2017 DUE TO STAFF TRAINING.**

ITEM 8. UPDATE FROM REYNA NETWORK ON THE USDA SMALL BUSINESS LOAN PROGRAM.

Thelma Gonzalez, Project Manager with Reyna Network, briefed the Board on the activity report which covers September 18, 2017 through October 12, 2017. The EDC is estimated to have a revolving fund balance of \$182,999.64. The EDC received \$6,172.59 of payments for October. Mr. Orlando Garza is working toward obtaining his occupancy permit to open his car wash. Applicant Mr. Patricio Oseguera from Queso San Miguel credit report was not favorable and is seeking a co-signor. Mr. Thrailkill is two months behind on his loan payments. Ms. Gonzalez confirmed that loan recipients incur late fees, and that she and Rachel Siller, Coordinator, contact Mr. Thrailkill regarding his late payments. Jose L. Morales, President, requests the monthly reports include the number of attempts made by Reyna Network to solicit the loan program.

ITEM 9. PRESENTATION OF THE 2017 TEXAS HERITAGE AND INDEPENDENCE CELEBRATION ASSOCIATION (THICA) POWWOW MARKETING EXPENSES AND POST-EVENT REPORT.

Rachel Siller, Coordinator, presented a report detailing how the EDC utilized \$4,912.48 of the \$5,000.00 EDC funding to market the 2017 Powwow event. Bruce Kidd, THICA, presented the post event report which included a summary of the day's attractions and revenue and expense report.

ITEM 10. PRESENTATION OF THE 2017 NATIONAL NIGHT OUT MARKETING EXPENSES AND POST-EVENT REPORT.

Rachel Siller, Coordinator, presented a report detailing how the EDC utilized \$2,347.60 of the \$2,500.00 EDC funding to market the 2017 National Night Out event. Manuel De La Rosa, City Manager, updated the Board regarding plans for a make-up event in the near future. Detective Benisse Gomez, San Benito Police Department, arrived during Item 11, and presented the post event report which included a summary of the events which were able to occur before the decision was made to cancel the event due to concerns for citizen safety during the bad weather. Preliminary plans for a make-up event and community outreach events were discussed.

ITEM 11. UPDATE FROM THE SAN BENITO CHAMBER OF COMMERCE ON THE SEPTEMBER 2017 SAN BENITO MARKET DAYS.

[Sandee Alvarez, San Benito Chamber of Commerce](#), presented a post event report for the September 16, 2017 Market Days, including a summary of the day's attractions and revenue and expense report. After the report was generated, an additional invoice from San Benito News in the amount of \$162.00 was received, which revises the San Benito Chamber of Commerce Income and Expense to report a loss of \$92.00. [Jose L. Morales, President](#), asked the City Manager if the EDC is able to provide additional assistance toward the event. [Manuel De La Rosa, City Manager](#), informed the Board that the Service Agreement is with the City. Review of potential additional funding by the San Benito EDC will be reviewed with the City Attorney. Discussion ensued between Staff and the Board regarding the event and terms of the Service Agreement.

ITEM 12. CONSIDERATION AND POSSIBLE ACTION ON ACCEPTANCE OF A GRANT FROM HOME DEPOT IN AN AMOUNT NOT TO EXCEED \$5,000.00 FOR SITE IMPROVEMENTS TO THE VETERANS WAR MEMORIAL.

[Martha McClain, Director of Public Relations](#), informed the Board that Home Depot approached the City regarding a grant application for site improvements to the Veterans War Memorial, but required a non-profit group accept the grant funds on behalf of the City. Home Depot ultimately submitted the grant application to their headquarters utilizing The Friends of the Library, another non-profit group associated with the City, compared to the EDC. No action taken.

ITEM 13. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF REVISED FISCAL YEAR 2017-2018 DOWNTOWN COMMERCIAL FAÇADE GRANT PROGRAM DOCUMENTATION.

[Rachel Siller, Coordinator](#), presented the revised documentation for the Downtown Commercial Façade Grant Program. Revisions made to the documentation were per the Board's recommendation and for clarification purposes. The documentation for the Façade and Rent Grant Programs will be presented to the City Commission for approval after Board approval. [Julian Rios, Vice President](#), moved to approve the documentation. [Orlando Lopez, Board Member](#), seconded the motion. Voting Aye: [Jose Morales, President](#), [Julian Rios, Vice President](#), [Priscilla Guajardo, Secretary/Treasurer](#), [Board Members Jeremy Maya and Orlando Lopez](#). **MOTION CARRIED TO APPROVE THE REVISED FISCAL YEAR 2017-2018 DOWNTOWN COMMERCIAL FAÇADE GRANT PROGRAM DOCUMENTATION.**

ITEM 14. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF REVISED FISCAL YEAR 2017-2018 DOWNTOWN RENT SUBSIDY GRANT PROGRAM DOCUMENTATION.

[Rachel Siller, Coordinator](#), presented the revised documentation for the Downtown Rent Subsidy Grant Program. The Evaluation Sheet and Grant Agreement documents are newly created documents. Revisions to the other documents were for clarification purposes. [Orlando Lopez, Board Member](#), moved to approve the documentation. [Priscilla Guajardo, Secretary/Treasurer](#), seconded the motion. Voting Aye: [Jose Morales, President](#), [Julian Rios, Vice President](#), [Priscilla Guajardo, Secretary/Treasurer](#), [Board Members Jeremy Maya and Orlando Lopez](#). **MOTION CARRIED TO APPROVE THE REVISED FISCAL YEAR 2017-2018 DOWNTOWN RENT SUBSIDY GRANT PROGRAM DOCUMENTATION.**

ITEM 15. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF 2017 CAMERON COUNTY AND SAN BENITO CONSOLIDATED INDEPENDENT SCHOOL DISTRICT TAX BILLS.

[Rachel Siller, Coordinator](#), presented the 2017 county and school district tax bills for the three EDC properties. [Julian Rios, Vice President](#), moved to approve the tax payments. [Orlando Lopez, Board Member](#), seconded the motion. Voting Aye: [Jose Morales, President](#), [Julian Rios,](#)

(CONT.) ITEM 15. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF 2017 CAMERON COUNTY AND SAN BENITO CONSOLIDATED INDEPENDENT SCHOOL DISTRICT TAX BILLS.

Vice President, Priscilla Guajardo, Secretary/Treasurer, Board Members Jeremy Maya and Orlando Lopez. **MOTION CARRIED TO APPROVE THE 2017 CAMERON COUNTY AND SAN BENITO CONSOLIDATED INDEPENDENT SCHOOL DISTRICT TAX BILLS.**

ITEM 16. DISCUSSION AND REVIEW OF SAN BENITO ECONOMIC DEVELOPMENT CORPORATION BYLAWS.

Jose L. Morales, President, requested the agenda item for review of the current Bylaws and determine possible revisions. Priscilla Guajardo, Secretary / Treasurer, requested we schedule a workshop for the Board to learn about EDC responsibilities as discussed at the previous Board Meeting. Ricardo Morado, EDC Attorney, indicated the 2015 Economic Development Handbook published by TML may be found on the internet, which provides a condensed description of the roles and functions of EDC. Rachel Siller, Coordinator, indicated the document was provided to the Board in their Board Member Binder. Manuel De La Rosa, City Manager, indicated the TML document is the training guide used by other cities. The training information will be provided to Board Members. Contact Rachel Siller, Manuel De La Rosa, Mayor Benjamin Gomez, or Attorney Ricardo Morado regarding the training material and proposed changes or inquiries regarding the Bylaws.

ITEM 17. ADJOURNMENT

Julian Rios, Vice President, moved to adjourn. Priscilla Guajardo, Secretary/Treasurer, seconded the motion. Jose L. Morales, President, announced the meeting adjourned at 6:34 pm.

SAN BENITO ECONOMIC DEVELOPMENT CORPORATION



JOSE L. MORALES, PRESIDENT

ATTEST:



RUTH MCGINNIS, DEPUTY CITY SECRETARY