



## **Economic Development Corporation**

### **NOTICE OF A REGULAR SCHEDULED MEETING OF THE SAN BENITO EDC BOARD OF DIRECTORS By In Person, Videoconference or Telephone Call, On Thursday, January 18, 2024, AT 5:30 PM**

**APPROVED Meeting Minutes** of a Regular Scheduled Meeting of the San Benito Economic Development Corporation will be held by In Person, Videoconference or Telephone Call, on Thursday, January 18, 2024, at 5:30 PM.

#### **Board Meeting Presided by Mr. Alex Salinas, President**

##### **Board Members Present**

Mr. Alex Salinas, Board President  
Mr. Jose L. Morales, Board Member  
Mr. John Flores Jr., Board Member  
Mrs. Anna Garza Llanes, Board Member  
Mr. Joshua Gonzales, Board Member  
Mayor Ricardo Guerra, Mayor/Ex-Office Member

##### **Board Member Absent**

##### **EDC Staff Present**

Ms. Julia Landrum, Interim Executive Director  
Mr. Angel Avila, Economic Development Specialist

##### **Others Present**

Mr. Javier Viallobos, COSB Attorney  
Mr. Fred Sandoval, City Manager  
Mrs. Deborah Morales, COSB City Commissioner  
Mr. Pete Galvan, COSB City Commissioner  
Mrs. Stephanie Sarrionandia, COSB Finance Director  
Mrs. Ruth McGinnis, COSB City Secretary  
Mr. Mario Palomo, CDBG  
Ms. Michelle Guerra Velez, San Benito Chamber Director

- 1. Determination of a quorum (A. Salinas)**  
Mr. Alex Salinas made welcoming remarks and determined quorum.
- 2. Call to Order (A. Salinas)**  
Mr. Alex Salinas called the meeting to order at 5:31 PM.
- 3. Pledge of Allegiance and Texas Flag Pledge (A. Salinas)**  
Ms. Julia Landrum lead the Pledge of Allegiance and Texas Flag Pledge.
- 4. Public Comments (A. Salinas)**  
No public comments.
- 5. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending November 30, 2023 (S. Sarrionandia)**

Mrs. Stephanie Sarrionandia presented this item for the board's consideration and review. Mr. Joshua Gonzales had a question regarding an abbreviation. Mrs. Stephanie Sarrionandia stated that charge is for the EDC credit card. Mr. Jose L. Morales had questions regarding a bonus that was given to EDC staff. Ms. Julia Landrum stated that the previous director gave the bonus to due to the holidays coming up. Mr. Jose L. Morales stated that the previous director did not have the authority to give the bonuses without board approval. He then asked legal counsel for advice and Mr. Javier Viallobos responded that its best we move this item to Executive Session.

A motion to approve the financial with the discussion in executive session was made by Mr. Jose L. Morales. The motion was seconded by Mr. John Flores Jr. Upon a unanimous vote the motion carried.

**6. Presentation and Acknowledgement of the San Benito EDC USDA IRP Reports for the period ending November 30, 2023 (S. Sarrionandia)**

Mrs. Stephanie Sarrionandia presented this item for the board's consideration and review. Mrs. Anna Garza Llanes ask about new beginning daycare maturity date. Mrs. Stephanie Sarrionandia stated that the maturity date was extended due to covid.

A motion to approve San Benito EDC USDA IRP Reports was made by Mr. Joshua Gonzales. The motion was seconded by Mrs. Anna Garza Llanes. Upon a unanimous vote the motion carried.

**7. Consideration and Possible Action on the Regular Scheduled EDC Board of Directors Meeting Minutes for December 21, 2023 (A. Avila)**

Mr. Angel Avila presented this item for the board's consideration and review. Mr. Alex Salinas asked about items that were motioned to move up in the agenda and whether it supposed to reflect on the meeting minutes. Mr. Javier Viallobos reassured Mr. Alex Salinas that if the motion is listed it would be fine.

A motion to approve Regular Scheduled EDC Board of Directors Meeting Minutes for December 21, 2023 was made by Mr. Jose L. Morales. The motion was seconded by Mr. Joshua Gonzales. Upon a unanimous vote the motion carried.

**8. Consideration and Possible Action on the Sponsorship of San Benito Chamber of Commerce Annual Bike Tour (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review. Ms. Michelle Guerra Velez expressed her gratitude for the invite to attend and present the item as Executive Director. Mr. Joshua Gonzales asked if the medal sponsorship was budget for, Mrs. Julia Landrum responded yes.

A motion to approve two gold medal sponsorships was made by Mr. Jose L. Morales. The motion was seconded by Mr. Joshua Gonzales. Upon a unanimous vote the motion carried.

**9. Consideration and Possible Action to approve Placier.AI subscription & services with City of San Benito for 2024 (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review. She stated that it is a wonderful analytics tool that helps investors with site selection. It was just approved by city commission. Mr. Fred Sandoval expressed how crucial some of this data is to negotiate with investors.

A motion to approve Placier. AI subscription made by Mr. Jose L. Morales. The motion was seconded by Mr. John Flores Jr. Upon a unanimous vote the motion carried.



**10. Consideration and Possible Action to approve Mejia & Company to conduct Economic Development Consulting Service & Strategic Planning (J. Landrum)**

Mr. Fred Sandoval presented this item for the board's consideration and review. He asked for it to be tabled due to contract needing to further be discussed.

A motion to no action for this item made by Mr. John Flores Jr. The motion was seconded by Mrs. Anna Garza Llanes. Upon a unanimous vote the motion carried.

**11. Consideration and Possible Action to ratify previous approval Rent Subsidy Grant recipient - A Touch of Texas (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review. She stated that they were already approved previously by city commission and the EDC board, but they did not open until December. At the time she was approved she was listed for November; this will help move the date so she will be able to receive funds stating December when she had her hard launch. Mrs. Anna Garza Llanes expressed that Touch of Texas did an excellent job on her application.

A motion to approve this item made by Mr. John Flores Jr. The motion was seconded by Mrs. Anna Garza Llanes. Upon a unanimous vote the motion carried.

**12. Consideration and Possible Action to implement a time clock for San Benito EDC Staff (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review. Mr. Jose L. Morales stated that EDC should invest in the fingerprint time clock to eliminate any speculation and embrace transparency. Mr. Alex Salinas asked what the city uses as a time clock. Mr. Fred Sandoval responded that the city of San Benito uses kronos and suggested that city could implement kronos here at the EDC and run the payroll.

A motion to approve the kronos conjunction with the city made by Mr. Jose L. Morales. The motion was seconded by Mr. Joshua Gonzales. Upon a unanimous vote the motion carried.

**13. Consideration and Possible Action of SBEDC Bylaws (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review.

A motion to table this item made by Mr. Jose L. Morales. The motion was seconded by Mrs. Anna Garza Llanes. Upon a unanimous vote the motion carried.

**14. Consideration and Possible Action of SBEDC Procurement Policy (J. Landrum)**

**15. Consideration and Possible Action of SBEDC Small Business Investment Programs (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review.

A motion to table item 14 and item 15 made by Mr. Jose L. Morales. The motion was seconded by Mr. John Flores Jr. Upon a unanimous vote the motion carried.

**16. Consideration and Possible Action of SBEDC previous Executive Director's Employment Agreement (J. Landrum)**

**No Action Item**

**17. Presentation and Acknowledgement of the EDC Monthly Report (J. Landrum)**

- a. Website Development
- b. Rent Subsidy Grant current standing

**c. Ongoing Projects/Developments**

Ms. Julia Landrum gave a brief presentation of what the EDC has been up to and all events that they participated in December.

**No Action Item**

**18. Consideration and possible action on award and approval of contract for legal services as to RFQ for legal services (J. Landrum)**

Mrs. Julia Landrum presented this item for the board's consideration and review. She stated there was only one application that made a the RFQ deadline. There were two more that submitted applications, but it was after the deadline.

A motion to move forward with the first applicant Mr. Michael Pruneda with a subcommittee of three members item made by Mr. Jose L. Morales. The motion was seconded by Mrs. Anna Garza Llanes. Upon a unanimous vote the motion carried.

Mr. Jose L. Morales, Mrs. Anna Garza Llanes & Mr. Joshua Gonzales will be the member of the subcommittee.

Mr. Alex Salinas decided to withdraw the motion and bring the individual in when a special called meeting is scheduled was made by Mr. Jose L. Morales. The motion was seconded by Mr. John Flores Jr. Upon a unanimous vote the motion carried.

**19. Executive Session**

- A. Under Texas Government Code, Section 551.071: consultation with attorney regarding the following: Project # 586**
- B. Under Texas Government Code, Section 551.071: consultation with attorney regarding the following: Real Estate**
- C. Under Texas Government Code, Section 551.074, Personnel: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, Interim Executive Director.**
- D. Under Texas Government Code, Section 551.074, Personnel: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, Executive Director.**

**Items # 5 & #16 were added to executive session.**

Board entered executive session at - 6:52 PM

Board Reconvened into Public Session at 8:01 PM

**20. Action, if any to be taken on items discussed in Executive Session:**

A motion to move forward with items A through C as discussed in executive session made by Mrs. Anna Garza Llanes. The motion was seconded by Mr. Joshua Gonzales. Upon a unanimous vote the motion carried.



A motion to hire Mr. Fred Sandoval as Executive Director made by [Mr. Jose L. Morales](#). The motion was seconded by [Mr. Joshua Gonzales](#). Upon a unanimous vote the motion carried.

**21. Consideration and possible action on LOI regarding Project # 586 (A. Salinas)**

**No Action Item**

**22. Consideration and possible action on appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, Interim Executive Director (A. Salinas)**

**No Action Item**

**23. Consideration and possible action on appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, Executive Director (A. Salinas)**

**No Action Item**

**24. Requests for items to be placed on upcoming agendas (A. Salinas)**

[Mr. Jose L. Morales](#) asked an update on the USDA Loans and Mural programs.

[Mr. Alex Salinas](#) asked for an update on hiring EDC Staff.

**No Action Item**


**25. Determination of Date and Time for the next San Benito EDC Board Meeting (A. Salinas)**

The next meeting will be held on February 15<sup>th</sup>, 2024 at 5:30 P.M

**26. Meeting Adjournment (J.L. Morales)**

A motion to adjourn the meeting was made by [Mr. Jose L. Morales](#). The motion was seconded by [Mr. John Flores Jr.](#) Upon unanimous vote the motion was passed, and the meeting was adjourned at 8:06 PM.

**Approved this 15<sup>th</sup> day of February 2024.**

	
<b>Alex Salinas, President</b>	<b>Secretary/Treasurer</b>