



*SAN BENITO ECONOMIC DEVELOPMENT CORPORATION*  
*REGULAR MEETING*  
*March 16, 2017*

On March 16, 2017, the San Benito Economic Development Corporation of the City of San Benito held a Regular 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:

*ESTEBAN M. RODRIGUEZ WAS THE PRESIDING OFFICER.*

*EDC BOARD MEMBERS*

Esteban M. Rodriguez	President
Mary Bolado	Vice President
Bill Elliott	Board Member
J.D. Penny	Board Member
Mayor Celeste Sanchez	Ex-Officio Member

*ADMINISTRATIVE STAFF*

Manuel De La Rosa	City Manager
Lupita Passemment	City Secretary
Rachel Siller	EDD Administrative Assistant
Moises Madrid	Accountant

*ABSENT*

Alfredo Garcia, Jr.	Secretary/Treasurer
Mark Moody	Board Member
Orlando Lopez	Board Member
Ricardo Morado	City/EDC Attorney

ITEM 1. WELCOME TO VISITORS.

**Esteban M. Rodriguez, President**, welcomed everyone and called the meeting to order at 5:30 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.

**JD Penny, Board Member** led Board Members and audience in reciting the Pledge of Allegiance to the United States and to the Texas Flag.

ITEM 3. INVOCATION.

**Moises Madrid, Accountant**, led the Board Members and audience in prayer.

ITEM 4. PUBLIC COMMENTS.

No one was registered for public comments.



ITEM 5. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF THE MINUTES FOR THE SPECIAL MEETING OF FEBRUARY 9, 2017 AND REGULAR MEETING OF FEBRUARY 16, 2017.

Mary Bolado, Vice President, moved to approve the minutes. Bill Elliott, Board Member seconded the motion. Voting Aye: Esteban M. Rodriguez, President, Mary Bolado, Vice President, Board Members: JD Penny and Bill Elliott. MOTION CARRIED TO APPROVE THE MINUTES FOR THE SPECIAL MEETING OF FEBRUARY 9, 2017 AND REGULAR MEETING OF FEBRUARY 16, 2017.

ITEM 6. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF A SERVICE AGREEMENT WITH THE ROTARY CLUB OF SAN BENITO FOR THE KAYAK REGATTA EVENT ON APRIL 29, 2017.

Rachel Siller, Administrative Assistant, presented a Service Agreement with The Rotary Club of San Benito requesting use of the parking lot of EDC property located at 701 N Bowie to stage food trucks during the April 29, 2017 Kayak Regatta event. Mary Bolado, Vice President, inquired as to what in-kind assistance would be provided from the EDC per Section 2 of the Consideration for Services Provided section. Rachel Siller, Administrative Assistant, explained that safety concerns, such as pot holes, would be resolved and the grounds would be mowed prior to the event. Mary Bolado, Vice President, inquired as to why security, EMS, fire, and police services are not included in the agreement. Manuel De La Rosa, City Manager, explained that the event is in partnership with the City of San Benito. The Rotary Club also has a Service Agreement with the City of San Benito, which includes these services. Mary Bolado, Vice President, requests a correction in the second paragraph of the Insurance section. 'THICA' is to be corrected to 'The Rotary'. Mike Frazier, member of The Rotary Club, provided a brief explanation of the Kayak Regatta event, including the facts that there will not be a rain day, unless a major weather event occurs, and that this will be the first kayak race south of San Antonio. Bill Elliott, Board Member, moved to approve the Service Agreement with the correction. Mary Bolado, Vice President, seconded the motion. Voting Aye: Esteban M. Rodriguez, President, Mary Bolado, Vice President, Board Members: JD Penny and Bill Elliott. MOTION CARRIED TO APPROVE THE SERVICE AGREEMENT WITH THE ROTARY CLUB OF SAN BENITO FOR THE KAYAK REGATTA EVENT ON APRIL 29, 2017, WITH THE CORRECTION.

ITEM 7. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF FUNDING REQUEST FROM THE CITY OF SAN BENITO TO MARKET THE KAYAK REGATTA EVENT ON BEHALF OF THE ROTARY CLUB OF SAN BENITO.

Martha McClain, Director of Public Relations, presented a request for \$10,000.00 from the EDC to be used by the City of San Benito to market the Kayak Regatta event on behalf of The Rotary Club of San Benito. The proposal includes a mix of advertising consisting of print, broadcast, and internet in English and Spanish. Esteban Rodriguez, President, began a board wide discussion with Martha McClain, Director of Public Relations, regarding the costs involved with the details of the advertising proposal. Mary Bolado, Vice President, moved to approve the request for funding of \$10,000.00 for the City of San Benito to market the Kayak Regatta event in accordance with the advertising budget provided. Bill Elliott, Board Member seconded the motion. Voting Aye: Esteban M. Rodriguez, President, Mary Bolado, Vice President, Board Members: JD Penny and Bill Elliott. MOTION CARRIED TO APPROVE THE FUNDING REQUEST OF \$10,000.00 FOR THE CITY OF SAN BENITO TO MARKET THE KAYAK REGATTA EVENT ON BEHALF OF THE ROTARY CLUB OF SAN BENITO, AS OUTLINED IN THE ADVERTISING BUDGET PROVIDED.

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 February 13, 2017 through March 10, 2017. Currently the EDC has \$144,000 IRP funds remaining. The EDC received \$7,070.51 of payments in March. The EDC is estimated to have a fund balance of \$278,750.14 (\$134,687.47 and \$144,062.67). Mr. Orlando Garza closed



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

his loan on February 28, 2017. Ms. Veronica Aguilar's loan paperwork is in process for her closing. Potential loan applicant, Mr. Rafael Osorio from Queso San Miguel, is not listed in the report, as he contacted Reyna Network this week. **Esteban Rodriguez, President**, inquired as to what is being done to bring Mr. Shane Thrailkill's (Xtreme Jump) account up to date. **Thelma Rodriguez, Project Manager with Reyna Network**, explained that he is always two months behind. Emails and phone calls have been made. ILS (Investment Loan Services), sends statements. **Mary Bolado, Vice President**, inquired as to the findings of research that was to be conducted from last month's meeting regarding what actions ILS takes for delinquent accounts. She also requested Reyna Network include an explanation of acronyms in the report, such as ILS and IRP. **Rachel Siller, Administrative Assistant**, informed the board that ILS sends monthly notices indicating how late they are, and the amount that is due. Staff is conducting a thorough review of the program documentation and loan documentation to have a better understanding of this portion of the program. **Mary Bolado, Vice President**, inquired as to whether or not delinquent accounts are assessed late fees. **Rachel Siller, Administrative Assistant**, replied that late fees are assessed. **Mary Bolado, Vice President**, questioned the notation regarding the \$9,133.00 undrawn loan funds for Mr. Richa from RPM Manufacturing. **Thelma Rodriguez, Project Manager with Reyna Network**, informed the board that RPM Manufacturing was not in need of the remaining \$9,133.00 from the loan. The money was incorrectly returned to the EDC from the closing attorney, compared to being issued to RPM Manufacturing. Corrective action is in process to rectify the error. The money ultimately will be issued to RPM Manufacturing, and applied toward their loan principal. **Manuel De La Rosa, City Manager**, briefed the board on the status of review of the loan program and indicated the EDC and City Commission will review the information in the near future to determine the future of the program offerings.

ITEM 9. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF THE 2017 CITY OF SAN BENITO AND SAN BENITO ECONOMIC DEVELOPMENT CORPORATION INVESTMENT POLICY.

**Manuel De La Rosa, City Manager**, briefed the board on the 2017 Investment Policy. Annual review of the investment policy is required. Our investment consultant, Valley View Consulting, made minor revisions to the document. The main changes for the EDC includes the incorporation of updates from the recently approved EDC Bylaws. The document will be presented to the City Commission next week. If the changes are approved, the agreement will be executed. **Bill Elliott, Board Member**, moved to approve the 2017 Investment Policy. **Mary Bolado, Vice President**, seconded the motion. Voting Aye: **Esteban M. Rodriguez, President, Mary Bolado, Vice President, Board Members: JD Penny and Bill Elliott**. **MOTION CARRIED TO APPROVE THE 2017 CITY OF SAN BENITO AND SAN BENITO ECONOMIC DEVELOPMENT CORPORATION INVESTMENT POLICY.**

ITEM 10. PRESENTATION OF THE SAN BENITO ECONOMIC DEVELOPMENT CORPORATION FINANCIAL STATEMENTS FOR THE PERIOD ENDED FEBRUARY 28, 2017.

**Moises Madrid, Accountant**, reviewed the financial statements for February 2017. **Mary Bolado, Vice President**, made note that the \$208,000 transfer to the City of San Benito in support of the design expenses of the San Benito Cultural & Heritage Museum occurred in February.

ITEM 11. ADJOURNMENT

**Mary Bolado, Vice President**, moved to adjourn. **Bill Elliott, Board Member** seconded the motion. **Esteban M. Rodriguez, President**, announced the meeting adjourned at 6:00 pm.

SAN BENITO ECONOMIC DEVELOPMENT CORPORATION

  
ESTEBAN M. RODRIGUEZ, PRESIDENT

ATTEST:

  
LUPITA PASSEMENT, CITY SECRETARY