



## Economic Development Corporation

NOTICE OF A SPECIAL CALLED MEETING OF THE  
SAN BENITO ECONOMIC DEVELOPMENT CORPORATION  
Wednesday, May 13, 2020 AT 5:30 PM

### Wednesday May 13, 2020 Board of Directors Meeting Minutes

**MINUTES** of a Special Called Meeting of the **San Benito Economic Development Corporation** Board of Directors held on **Wednesday, May 13, 2020 at 5:30 P.M. at 701 N. Bowie St., San Benito, Cameron County, Texas 78586.**

#### **BOARD MEMBERS PRESENT:**

Julian Rios, President  
Rene Garcia, Vice-President  
Encarnación López, Secretary/Treasurer  
Mario Silva, Board Member  
Jeremy Maya, Board Member

#### **BOARD MEMBERS ABSENT:**

Mary Bolado, Board Member  
Mayor Benjamín Gómez, Ex-Officio Member

#### **EDC STAFF:**

Rebeca, Castillo, San Benito EDC Executive Director  
Victoria Padron, San Benito EDC Economic Development Specialist

#### **Others Present:**

Antonio Torres, San Benito EDC Attorney

#### MEETING – 5:30 P.M.

- 1. Determination of a quorum;**  
Mr. Julian Rios made welcoming remarks. A quorum was determined to be present.
- 2. Call to Order;**  
Mr. Julian Rios called the meeting to order at 5:31 PM.
- 3. Pledge of Allegiance and Texas Flag Pledge;**  
Standing for Pledge of Allegiance & Texas Flag Pledge was completed.
- 4. Invocation;**  
Invocation was done by Mrs. Rebeca Castillo.

- 5. Public Comments;**  
No Public Comments.

**6. Consent Agenda Items**

All consent Agenda Items are considered to be routine by the San Benito Economic Development Corporation and will be approved by one motion. There will be no separate discussion of these items unless a SBEDC Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

**Items "A"**

**A. February 26, 2020 Meeting Minutes**

Motion to approve the consent agenda items mentioned was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Rene Garcia](#). [Mr. Jeremy Maya](#) abstained. Motion passed.

- 7. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending:**
- a) January 31, 2020
  - b) February 29, 2020; &
  - c) March 31, 2020

Motion to acknowledge the January, February and March 2020 Financial Statements was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion carried unanimously.

- 8. Presentation and Acknowledgement of the USDA Small Business Loan Program report for the period ending:**
- a) January 31, 2020
  - b) February 29, 2020; &
  - c) March 31, 2020

Motion to acknowledge the USDA Small Business Loan Program reports for the period ending January, February and March 2020 was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion carried unanimously.

- 9. Presentation and Acknowledgment of the Accounts Payable Reports for the period ending:**
- a) February 29, 2020

**b) March 31, 2020**

**c) April 30, 2020**

Motion to approve the February, March and April 2020 Accounts Payable Reports was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Mario Silva](#). Motion carried unanimously.

**10. Consideration and Possible Action on change of Electricity Provider;**

Motion to approve the change of Electricity Provider was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Mario Silva](#). Motion carried unanimously.

**11. Consideration and Possible Action on the preparation of an EDC Investment Policy by Valley View Consulting;**

Motion to approve the preparation of an EDC Investment Policy by Valley View Consulting was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Rene Garcia](#). Motion carried unanimously.

**12. Consideration and Possible Action on the 2020-2021 Health and Dental Insurance Plan for the San Benito EDC employees;**

Mrs. Rebeca Castillo, EDC Executive Directors presented the 2020-2021 Health and Dental Insurance Plan for the San Benito EDC employees. Mrs. Castillo presented a spreadsheet that gives a competitive plan with Blue Cross Blue Shield S643ADT being the best option and it will be valid from April 1, 2020 to March 31, 2021. The plan has increased its monthly premium in a total of \$108.98 both employees. With \$105.50 being an increase in health insurance premium for employees and \$3.48 a month being an increase in dental insurance. The cost in the plan does not impact the cost to the employer. Do note that the plan did change where the employee's deductible for individual from \$7,900 to \$8,150 and deductive for family from \$15,800 to \$16,300 and co pay for doctor's visits increased from \$40 to \$50.

Rebeca Castillo's monthly cost increased by \$63.48

Victoria Padron's monthly cost increased by \$44.74

Motion to approve the 2020-2021 Health and Dental Insurance Plan for the San Benito EDC employees was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Mario Silva](#). Motion carried unanimously.

**13. Consideration and Possible Action on the Procurement of Services for the installation of a sprinkler system at the EDC offices located at 701 N. Bowie Street, San Benito, TX;**

Three sprinkler system quotes were presented to the EDC Board of Directors.

Motion to select Valley Wide Sprinkler Systems as the vendor to install the sprinkler system at the EDC offices was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion carried unanimously.

**14. Consideration and Possible Action on the deferment of payments for up to six months for the US Department of Agriculture Revolving Loans recipients and extending the note up to six months past the original end of the note;**

USDA is authorizing for Revolving Loan Program Administrators to defer payments for six months for our current loan recipients or new applicants. Deferment can be applied anytime between March 1, 2020 and December 31, 2020.

Motion to approve the deferment of payments for up to six months for the US Department of Agriculture Revolving Loans recipients and extending the note up to six months past the original end of the note was made [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Jeremy Maya](#). Motion carried unanimously.

**15. Discussion and Possible Action on an emergency assistance program in response to COVID-19;**

Mrs. Rebeca Castillo presented the emergency assistance program in response to COVID-19.

Motion for Executive Director to proceed as directed was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion carried unanimously.

**16. Consideration and Possible Action on the revision of the Small Business Investment Program;**

Motion to approve .... was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Rene Garcia](#). Motion carried unanimously.

**17. Consideration and Possible action on the proposed 2019-2020 Annual Budget Amendment #1;**

The EDC staff has prepared and suggested increase on funding on the line items that are highlighted in yellow in order to adequately continue to undergo economic development efforts. The total amount increase in this budget amendment is of

\$361,843. There are \$13,000 of this amount that had to be programmed due to the EDC paying in March 2020 some expenses from June and September 2019 (last fiscal year). The attached proposed budget amendment has all the line items that are needing an increase of funding highlighted in yellow. The request is for the EDC to be able to program \$361,843 from the Fund balance, which based on January 2020 financials has a balance of \$2,144,429.

Fund Balance as of Jan 2020 Financials \$2,144,429

\$361,843 budget increase will be programmed from the Fund balance.

The proposed budget amendment reflects a 32.59% increase.

Marketing Line Items cannot exceed 10% of EDC programmed budget. The proposed budget amendment is within the 10% maximum allowed, that being 7.15%

Motion to approve the proposed 2019-2020 Annual Budget Amendment #1 was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion carried unanimously.

**18. Determination of Date and Time for the next San Benito EDC Board of Directors Meeting;**

Next regular meeting will be on May 27, 2020.  
No Action Needed.

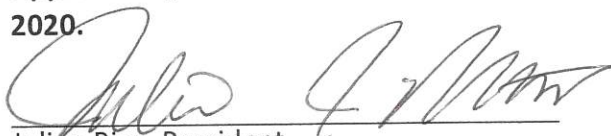
**19. Board Comments:** Announcements relating to items of public interest, regarding local or regional civic charitable events, staff recognition, upcoming meetings, informational update on projects, awards acknowledgement of meeting attendees, birthdays, requests for items to be placed on upcoming agendas, and condolences.

**20. Meeting Adjournment;**

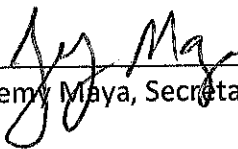
Meeting adjourned at 7:53 PM

Motion to adjourn was made by [Mr. Rene Garcia](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion carried unanimously.

Approved by the San Benito Economic Development Corporation on this 24<sup>th</sup> day of June 2020.

  
Julian Rios, President

ATTEST:

  
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Jeremy Maya, Secretary/Treasurer