



APPROVED MINUTES of a Special Called Meeting of the San Benito Economic Development Corporation held By In Person, Videoconference or Telephone Call, on Monday, June 6, 2022 AT 5:30 PM.

Board Meeting Presided by Mr. Julian Rios, President

Board Members Present

Mr. Julian Rios, President
Mr. Encarnacion Lopez, Vice President
Mayor Ricardo Guerra, Ex -Officio

Mr. Jeremy Maya, Member
Mr. Ben Gomez, Member

Board Members Absent

Mr. Adrian Gonzalez, Secretary/Treasurer
Mrs. Deborah Morales, Member
Mr. Mario Silva, Member

EDC Staff Present

Mrs. Rebeca Castillo, EDC Executive Director
Miss Katarina Guerra, Business & Downtown Development/Marketing Coordinator
Mr. Angel Avila, Economic Development Specialist

Others Present

Mr. Mark Sossi, EDC Attorney
Mr. Manuel De La Rosa, City Manager

Meeting-5:30 PM

1. Determination of a quorum

Mr. Julian Rios made welcoming remarks and determined quorum.

2. Call to Order

Mr. Julian Rios called the meeting to order at 5:31 PM

3. Pledge of Allegiance and Texas Flag Pledge

Miss Katarina Guerra led the pledge of allegiance and Texas flag pledge.

4. Invocation

Mrs. Rebeca Castillo led the invocation.

5. Public Comments

No public comments.

6. Consideration and Possible Action on the Small Business Investment Program - Rent Subsidy award for Rolling Smoke BBQ (K. Guerra)

Miss Katarina Guerra presented the Small Business Investment Program- Rent Subsidy Grant application for Rolling Smoke BBQ. The application was table last meeting because they did not meet the guidelines; she explained that she had met with the business owner, and they had emailed EDC staff with explanation that they will be extending their hours of operation to five days in order to meet customer demand. The board asked the business owner to submit a new application with the updated hours of operation to be reflected on it in addition to the email submitted.

A motion to approve the Small Business Investment Program- Rent Subsidy award for Rolling Smoke on the condition that the owner submit an updated application was made by [Mr. Julian Rios](#). The motion was seconded by [Mr. Ben Gomez](#). Upon an unanimous vote the motion carried.

7. Consideration and Possible Action on the Small Business Investment Program - Rent Subsidy award for The American Dream (K. Guerra)

Miss Katarina Guerra presented the Small Business Investment Program- Rent Subsidy Grant application for the American Dream. The application was table last meeting because they did not meet the guidelines; she explained that she had met with the business owner, and he had submitted a signed note stating that the business will open for five (5) days to meet the programs guidelines. The board asked the business owner to submit a new application with the updated hours of operation be reflected on there in addition to the letter submitted.

A motion to approve the Small Business Investment Program- Rent Subsidy award for the American Dream on the condition that the owner submit an updated application was made by [Mr. Julian Rios](#). The motion was seconded by [Mr. Ben Gomez](#). Upon an unanimous vote the motion carried.

8. Consideration and Possible Action to Acknowledge the Resignation of the EDC Executive Director effective June 25, 2022 (J. Rios)

A motion to acknowledge the resignation of the EDC Executive Director was made by [Mr. Ben Gomez](#). The motion was seconded by [Mr. Jeremy Maya](#). Upon an unanimous vote the motion carried.

9. Consideration and Possible Action to revise the EDC Executive Director's job description (J. Rios)

Mrs. Rebeca Castillo presented the proposed Edits to the 2018 EDC Executive Director Job Description. She explained the revision were made to make the job description more concise some minor edits to clean up the formatting of the document.

A motion to revise the EDC Executive Director's job description made by [Mr. Ben Gomez](#). The motion was second by [Mr. Encarnacion Lopez](#). Upon an unanimous vote the motion carried

10. Consideration and Possible Action to publish the hiring notice for the search of a new EDC Executive Director (J. Rios)

Mrs. Rebeca Castillo presented a draft hiring notice for the search of a new EDC Executive Director. She presented the board with a question of whether to leave the notice as drafted or to change the wording from "Open until position is filled" to a set date as to when the position will be closed. The

board decided to keep the notice drafted as is to prevent needing to bring the notice back to the board if an applicant wasn't selected by the date stated.

The board

A motion to publish the hiring notice for the search of a new EDC Executive Director made by [Mr. Ben Gomez](#). The motion was second by [Mr. Encarnacion Lopez](#). Upon an unanimous vote the motion carried.

11. Requests for items to be placed on upcoming agendas (J. Rios)

Mr. Rios asked that an item regarding selecting an interim director, presentation of any applicants for the Executive Directors position and any new business be placed on the upcoming agenda.

12. Determination of Date and Time for the next San Benito EDC Board of Directors Meeting


Board decided next meeting will be June 23, 2022

No Action Needed

13. Meeting Adjournment

Meeting Adjourned at 6:13 PM. A motion to adjourn was made by [Mr. Ben Gomez](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Upon an unanimous vote the motion carried

Approved this 23rd day of June 2022.

	
Julian Rios, President	Adrian Gonzalez, Secretary/Treasurer