



**Approved Meeting Minutes** of a Regular Meeting of the San Benito Economic Development Corporation held by In Person, Videoconference or Telephone Call, on Wednesday, July 27, 2022, at 5:30PM.

**Board Meeting Presided by Mr. Julian Rios, President**

**Board Members Present**

Mr. Julian Rios, President  
Mr. Encarnacion Lopez, Vice President  
Mr. Adrian Gonzalez, Secretary/Treasurer  
Mrs. Deborah Morales, Board Member  
Mr. Ben Gomez, Board Member,  
Mr. Jeremy Maya, Board Member,  
Mayor Ricardo Guerra, Ex-Officio Member

**Board Member Absent**

Mr. Mario Silva, Board Member

**EDC Staff Present**

Miss Katarina Guerra, Business & Downtown Development/Marketing Coordinator  
Mr. Angel Avila, Economic Development Specialist

**Others Present**

Mr. Manuel De La Rosa, City of San Benito City Manager  
Mr. Fred Bell, City of San Benito Assistant City Manager  
Mrs. Stephanie Sarrionandia, City of San Benito Assistant Finance Director  
Ms. Elisa Rosas, City of San Benito Finance Director  
Mrs. Nikki Serrano, Special Events Planner  
Mr. Jaime Aladin,

- 1. Determination of a quorum (J. Rios)**  
Mr. Julian Rios made welcoming remarks and determined quorum.
- 2. Call to Order (J. Rios)**  
Mr. Julian Rios called the meeting to order at 5:31 PM.
- 3. Pledge of Allegiance and Texas Flag Pledge (K. Guerra)**  
Miss Katarina Guerra led the pledge of allegiance and Texas flag pledge.
- 4. Public Comments (K. Guerra /J. Rios)**  
No public comments.

Mr. Julian Rios motioned to move Item #11 in front of Item #5. A motion to approve was made by Mr. Ben Gomez. The motion was seconded by Mr. Adrian Gonzalez. Upon an unanimous vote the motion carried.

#### 11. Executive Session

- A) **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**
  - a. Interview candidate(s) for the Executive Director position
- B) **Consultation with legal counsel pursuant to Texas Government Code, Section 551.071 to receive confidential legal advice protected by the attorney client communication and work privilege.**

Board entered executive session at - 5:32 PM

Board Reconvened into Public Session at – 6:55 PM

#### 12. Action, if any to be taken on items discussed in Executive Session

A motion to approve Item A) with the terms discussed in executive session was made by Mr. Ben Gomez. The motion was seconded by Mrs. Deborah Morales. Upon a unanimous voted the motion passed.

No action was taken on Item b)

A motion to return back to Item #5 was made by Mr. Ben Gomez. The motion was seconded by Mr. Adrian Gonzalez. Upon an unanimous vote the motion carried.

#### 5. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending May 31, 2022 (E. Rosas)

The San Benito EDC Financial Statements for the period ending May 31, 2022 were presented by Ms. Elisa Rosas, Finance Director.

Mr. Julian Rios reviewed the financials and provided feedback asking if the finance department could include the 2021 sales tax revenue in the next statements, for it to be used in comparison to the 2022 sales tax revenue statement.

A motion to approve the San Benito EDC Financial Statements for the period ending May 31, 2022 with the revisions that Mr. Julian Rios provided was made by Mr. Ben Gomez. The motion was seconded by Mr. Encarnacion Lopez. Upon an unanimous vote the motion carried.

#### 6. Presentation and Acknowledgement of the San Benito EDC USDA IRP Reports for the period ending June 30, 2022 (F. Rosas)

The San Benito EDC USDA IRP Reports for the period ending June 30, 2022 were presented by Ms. Elisa Rosas, Finance Director.

A motion to approve the San Benito EDC USDA IRP Reports for the period ending June 30, 2022 was made by Mr. Adrian Gonzalez. The motion was seconded by Mr. Encarnacion Lopez. Upon an unanimous vote the motion carried.

#### 7. Consideration and Possible Action on the Sponsorship for the South Texas Music Festival 2022 (K. Guerra)



Ms. Katarina Guerra presented this item to the board for their consideration and possible action on the sponsorship for the South Texas Music Festival 2022.

Ms. Nikki Serrano presented the Sponsorship Packages. The board chose the Title Sponsor worth \$30,000.

A motion to approve the EDC as a Title Sponsor for the South Texas Music Festival 2022. A motion to approve 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 on the Regular EDC Board of Directors Meeting Minutes for June 23, 2022 and the Special Called EDC Board of Directors Meeting Minutes for June 27, 2022 (K. Guerra)**

Ms. Katarina Guerra presented the June 23, 2022 EDC Board of Directors Regular Meeting Minutes and the Special Called EDC Board of Directors Meeting Minutes for June 27, 2022 for the EDC Board of Director's review and consideration.

A motion to approve the June 23, 2022 EDC Board of Directors Regular Meeting minutes and the June 27, 2022 Special Called EDC Board of Directors Meeting Minutes was made by Mr. Adrian Gonzalez. The motion was seconded by Mrs. Deborah Morales. Upon an unanimous vote the motion carried.

**9. Discussion and Possible Action on the Amendment #4 to the Performance Agreement between VARCO and the San Benito Economic Development Corporation (K. Guerra)**

Ms. Katarina Guerra presented this item for the consideration of the board and possible action. She stated that VARCO is asking for a Fourth Amendment due to VARCO needing more time to obtain city permits and to make up for time put into the change in direction they asked for in May 2022, but were ultimately denied due to the new project not being applicable to the EDA Grant.

Mr. Julian Rios asked about the payment of the invoice and when it was paid. Ms. Katarina Guerra answered saying she would have to follow up with finance to find the exact date.

Mr. Julian Rios then stated that in the performance agreement that VARCO submitted today, showed they were 47% leased. He also mentioned when the third amendment was brought up in December 2021 VARCO had projected to be at 87% leased within the first six months of the 2022.

A motion to deny the Amendment #4 to the Performance Agreement between VARCO and the San Benito Economic Development Corporation was made by Mr. Ben Gomez. The motion was seconded by Mrs. Deborah Morales. Upon an unanimous vote the motion carried.

**10. San Benito Economic Development Corporation Budget Workshop 1 for Fiscal Year 2022-2023 (K. Guerra)**

Ms. Katarina Guerra presented the 2022- 2023 EDC Preliminary Budget for the board's review and discussion. She explained the budget was expected to increase by a total of \$4,761.00 compared to the most recent budget amendment for fiscal year 2021-2022. The line items that had changes in their amounts were: Debt Service Interest with an increase of \$138.00, Small Business Investment Program with an increase total of \$11,867.00 to allocate \$9,000 due to more usage of funds and to meet demand as well as a carry over of \$ 2,867.00 for FY 2021-2022 awardees, Communications with an increase of \$500.00 to allocate funds to allow for an update of the website, Audit Fees line item to increase by \$100.00, Professional Services line item to increase by a total \$13,506 to pay for increase in SARMA

services of \$6.00, allocate \$4,000 for video production services, \$3,000 for GIS/Mapping services, and \$6,000 for website development services, and finally the Building Expenses had a decrease of \$21,350 due to not needing to pay property taxes on the expressway property owned by the EDC.

Mr. Rios recommended that the professional services and communications line items stay the same and depending on the direction of which the future executive director wants to take and then allocate funds as needed.

Mr. Ben Gomez and Mr. Julian Rios asked if the funds for the La Palma Sidewalk project have been paid out and why the project has not moved forward yet. Mr. De La Rosa explained that La Palma Sidewalk project funds have been allocated to the city and will be paid when the project is ready to move forward. The project start date has been not set due to it still being on a list of projects to be implemented.

Mr. Julian Rios also asked if line items that had no money allocated towards them be closed and deleted off the spreadsheet.

No action was needed.



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

It was determined the next San Benito EDC Board of Directors Meeting would be held on August 18, 2022 at 5:30 PM.

### 14. Meeting Adjournment (J. Rios)

A motion to adjourn was made by Mrs. Deborah Morales. The motion was seconded by Mr. Adrian Gonzalez. Upon a unanimous vote the motion passed. The meeting was adjourned at 7:43 PM.

Approved this 24<sup>th</sup> day of August 2022.

	
<b>Julian Rios, President</b>	<b>Adrian Gonzalez, Secretary/Treasurer</b>