



SAN BENITO ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
August 17, 2017

On August 17, 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
Alfredo Garcia, Jr.	Secretary/Treasurer
Bill Elliott	Board Member
JD Penny	Board Member
Mark Moody	Board Member

ADMINISTRATIVE STAFF

Manuel De La Rosa	City Manager
Lupita Passemment	City Secretary
Rachel Siller	Administrative Assistant
Moises Madrid	Accountant
Ricardo Morado	City/EDC Attorney

ABSENT

Orlando Lopez	Board Member
Ben Gomez	Ex-Officio Member

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.

Mark Moody, Board Member, led Board Members and audience in reciting the Pledge of Allegiance to the United States flag and to the Texas flag.

ITEM 3. INVOCATION.

Mary Bolado, Vice President, led the Board Members and audience in prayer.

ITEM 4. PUBLIC COMMENTS.

No public comments.

ITEM 5. CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF JULY 20, 2017.

Bill Elliott, Board Member, moved to approve the minutes. Mary Bolado, Vice President, seconded the motion. Voting Aye: Esteban M. Rodriguez, President, Mary Bolado, Vice President, Alfredo Garcia, Secretary/Treasurer and Board Members Bill Elliott, Mark Moody, and JD Penny. **MOTION CARRIED TO APPROVE THE MINUTES FOR THE REGULAR MEETING OF JULY 20, 2017.**

ITEM 6. 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 July 17, 2017 through August 11, 2017. The EDC is estimated to have a revolving fund balance of \$182,048.79. The EDC received \$6,172.59 of payments in July. Applicants Mr. Patricio Oseguera and Ms. Amanda Claudio are working on their application documents. Mr. Orlando Garza experienced additional setbacks, but is satisfied with his progress. Mr. Thrailkill is one month behind on his loan payments again. Ms. Aguilar's first payment was due in August, however, the account was not set up at the servicing company because of a delay with the closing documents. She will make a double payment in September.

ITEM 7. PRESENTATION OF THE 2017 RESACAFEST POST-EVENT REPORT.

Martha McClain, Director of Public Relations, presented a post-event report regarding Resaca Fest which included a summary of the day's attractions and revenue and expense report. Ideas were provided from the Board to track attendance at the free event.

ITEM 8. DISCUSSION AND UPDATE BY THE MAIN STREET COORDINATOR FOR POSITION RELATED ACTIVITIES.

Bernard Rodriguez, Main Street Coordinator, briefed the Board on planning objectives behind the main street program: organization, promotion, design, and economic restructuring. He has participated in speaking engagements at local organizations and businesses to engage the community. Two downtown businesses are interested in the proposed façade assistance program. He discussed the plans of several business owners including: the owner of 270 N Sam Houston who is planning on opening a business incubator for up to 40 small businesses, the owner of La Villita is close to completing the renovation of the facility and re-opening this fall, and he has approached Texas State Technical College (TSTC) culinary arts program to consider opening a restaurant for real-life training, in addition to possibly connecting the facility to the local secondary schools for student advance credits. Market Days ideas and other events hosted by local businesses were discussed, including how they are developing third Thursday and third Saturday events to make San Benito a destination location.

ITEM 9. CONSIDERATION AND POSSIBLE ACTION ON SELECTION OF FLOORING FOR DAMAGE REPAIR TO EDC PROPERTY LOCATED AT 701 N BOWIE.

Rachel Siller, Administrative Assistant, presented three quotes for tile flooring to replace the carpet that was damaged during the water event in May 2017 at the EDC owned building at 701 N Bowie. Staff recommends American Carpets, as they have installed flooring at two other City buildings. Discussion occurred between the Board members and staff regarding the quotes and budget impact. Mark Moody, Board Member, moved to approve the quote from Flooring Concepts. After further discussion, Mark Moody retracted his motion. Alfredo Garcia, Secretary/Treasurer, moved to approve the purchase of tile flooring and installation from American Carpets. Bill Elliott, Board Member, seconded the motion. Voting Aye: Esteban M. Rodriguez, President, Mary Bolado, Vice President, Alfredo Garcia, Secretary/Treasurer and Board Members Bill Elliott, Mark Moody, and JD Penny. **MOTION CARRIED TO APPROVE THE PURCHASE OF TILE FLOORING AND INSTALLATION FROM AMERICAN CARPETS.**

ITEM 10. UPDATE AND DISCUSSION ON THE PROPOSED BUDGET FOR FISCAL YEAR 2017-2018.

Rachel Siller, Administrative Assistant, presented the updated preliminary EDC budget for Fiscal Year 2017-2018 which will be presented to the City Commission on August 29, 2017. Updates include: reduction of the salaries category to include two full time personnel, Luis Contreras and Rachel Siller, while reserving money for one future part time Museum Administrative Assistant and one full time Economic Development person, and combining the Facade and Rent Incentives into one account and reducing the amount to \$50,000 total. Promotions increased from Fiscal Year 2016-2017 to include museum promotions and additional monies for to-be-determined events and promotions. Anticipated savings, to balance the budget, include: not filling the full time Administrative Assistant right away, not utilizing overtime, reduction of the EDA Grant line item amount for the 10 acre property to the actual match amount remaining, and the Future Projects monies which may not be utilized unless the Board approves monetary support toward business prospects. **Mr. De La Rosa, City Manager**, briefed the Board on the status of, and activities relating to, the budget, including the transfer of the Main Street Coordinator to the Planning Department, logistics of incentivizing business prospects, increasing the EDC's reserves and bonding capacity, potential EDC funding toward a future swimming pool, splash pad, or aquatic center, and the proposed Cultural District. Discussion occurred between the Board and staff regarding the budget, and activities associated with the budget, throughout the presentation.

ITEM 11. PRESENTATION OF THE SAN BENITO ECONOMIC DEVELOPMENT CORPORATION QUARTERLY INVESTMENT UPDATE FOR APRIL 2017 THROUGH JUNE 2017.

Belen Pena, Director of Finance, presented the quarterly investment report for the third quarter. The First Community Bank contract will be up for review in 2018.

ITEM 12. PRESENTATION OF THE SAN BENITO ECONOMIC DEVELOPMENT CORPORATION FINANCIAL STATEMENTS FOR THE PERIOD ENDED JULY 31, 2017.

Belen Pena, Director of Finance, reviewed the financial statement for July 2017. Due to the transfer of money in support of the AEP project, the expenses have exceeded revenue by \$652,416.00 to date.

ITEM 13. EXECUTIVE SESSION.

A) Under Texas Government Code, Section 551.087: To deliberate about information received from Business Prospect 2016-08.

The Board entered Executive Session at 6:26 pm, and convened at 6:54 pm.

ITEM 14. ACTION, IF ANY, TO BE TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

No action taken.

ITEM 15. ADJOURNMENT

Alfredo Garcia, Secretary/Treasurer, moved to adjourn. **JD Penny, Board Member**, seconded the motion. **Esteban M. Rodriguez, President**, announced the meeting adjourned at 6:55 pm.

SAN BENITO ECONOMIC DEVELOPMENT CORPORATION



JOSE MORALES, PRESIDENT

ATTEST:

A handwritten signature in cursive script, reading "Lupita Passement", written over a horizontal line.

LUPITA PASSEMENT, CITY SECRETARY