



Wednesday, August 26, 2020 Board of Directors Meeting Minutes

MINUTES of a Regular Meeting of the **San Benito Economic Development Corporation** Board of Directors held on **Wednesday, August 26, 2020 at 5:30 P.M. at 701 N. Bowie St., San Benito, Cameron County, Texas 78586.**

BOARD MEMBERS PRESENT:

Julian Rios, President (Remotely)
Rene Garcia, Vice-President
Jeremy Maya, Secretary/Treasurer
Encarnación López, Board Member
Mario Silva, Board Member
Mary Bolado, Board Member

BOARD MEMBERS ABSENT:

Mayor Benjamín Gómez, Ex-Officio Member

EDC STAFF:

Rebeca, Castillo, San Benito EDC Executive Director
Kat Guerra, San Benito EDC Intern

Others Present:

Tony Torres, San Benito EDC Attorney (Remotely)

MEETING – 5:30 P.M.

1. Determination of a quorum

Mr. Rene Garcia made welcoming remarks. A quorum was determined to be present.

2. Call to Order;

Mr. Rene Garcia called the meeting to order at 5:31 PM.

3. Pledge of Allegiance and Texas Flag Pledge

Pledge of Allegiance & Texas Flag Pled was lead by Ms. Kat Guerra, San Benito EDC Intern.

4. Invocation

Invocation was done by Mrs. Rebeca Castillo.

5. Public Comments

No Public Comments.

A motion to deviate from the agenda to address items 10, 11, 12, 13, 14, and 15 prior to addressing items 6, 7, 8, 9, 16, 17, and 18 was made. [Ms. Mary Bolado](#) motioned it first and it was seconded by [Mr. Encarnacion Lopez](#). The motion unanimously passed.

10. Consideration and Possible Action on the First Amendment to the VARCO Performance Agreement;

The First Amendment to the VARCO Performance Agreement document was presented for the EDC Board of Directors consideration. [Mrs. Rebeca Castillo](#) explained that a similar item had been presented during the July 29, 2020 Board of Directors meeting and followed by it being considered by the San Benito City Commission. The City Commission did not approve the document as presented and asked that the sidewalk clause with a few months extension to be granted. They also did not consider prudent to adjust the project development timeline without further presentation and discussion with the EDC and City. The document presented under this document focuses on the inclusion of a sidewalk requirement with a completion deadline of November 30, 2020.

[Mr. Rene Garcia](#) commented that it made sense and asked if these changes will meet what the City Commission has requested. [Mrs. Rebeca Castillo](#) responded that the updated document reflected the direction that the city has provided.

[Mr. Julian Rios](#) noticed that the document still reflected the EDC's old address and asked if it could be updated to reflect the current EDC office location. [Mrs. Rebeca Castillo](#) responded that yes that was something that could be updated.

A motion to approve the First Amendment to the VARCO Performance Agreement and to include the EDC address change was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

11. Discussion and Consideration of Letter of Agreement between VARCO and the San Benito Economic Development Corporation

[Mr. Tony Torres](#), EDC Attorney explained that this letter of agreement between VARCO and the San Benito EDC was for the purpose of coordinating with the City as any future amendment on the Performance Agreement may arise. Its is just a formality that will allow the EDC, City, and VARCO to coordinate.

A motion to approve the Letter of Agreement between VARCO and the San Benito EDC was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

12. Consideration & Possible Action on the selection of vendor to provide printer services to the San Benito Economic Development Corporation

[Mrs. Rebeca Castillo](#) requested to table this item. She asked for the item to be tabled so that the EDC staff can provide a cost comparison that provides the EDC Board both

options to lease or purchase the printer and provide a comparison as to maintenance cost as well.

A motion to table the item was made by [Mr. Mario Silva](#). The motion to table the item was seconded by [Ms. Mary Bolado](#). The motion carried unanimously.

13. Consideration & Possible Action on the selection of vendor to provide pest control services to the San Benito Economic Development Corporation

The motion to approve One Stop Pest Control for quarterly services was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

[Mrs. Rebeca Castillo](#) presented this item for consideration. A cost comparison was handed out and it was recommended to approve the lowest bid which is One Stop Pest Control vendor with services to be provided quarterly.

14. EXECUTIVE SESSION:

EDC Board of Directors Convened into Executive Session at 5:58 PM

EDC Board of Directors Re-Convened into Open Session at 6:18 PM

- A. Under Texas Governors Code, Section 551.071: Consultation with Attorney regarding X-Treme Jump
- B. Under Texas Governors Code, Section 551.071: Consultation with attorney regarding USDA Loan for Griselda Ornelas

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

A motion to Authorize the EDC Attorney in coordination with Administration to take action as discussed in executive session. The motion was first motioned by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

6. Consent Agenda Items:

Item A: July 29, 2020 Meeting Minutes

The meeting July 29, 2020 Meeting Minutes were presented by [Mrs. Rebeca Castillo](#). [Mr. Garcia](#) addressed his concern about consent agenda line item. He considers that the consent agenda items should be only for meeting minutes and other items such as travel should be presented individually. EDC staff made note of his recommendation and will incorporate his feedback into future meeting agendas.

A motion to approve the meeting minutes as presented was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Jeremy Maya](#). The motion unanimously passed.

7. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending July 31, 2020

[Mrs. Rebeca Castillo](#) presented the San Benito EDC Financial Statements for the period ending July 31, 2020. She explained that the statements reflect the budget amendment that was made and approved by the San Benito City Commission on June 4, 2020.

[Mr. Rene Garcia](#) asked about the accuracy of sales tax report on page 20 of the meeting packet (financials section). [Mrs. Rebeca Castillo](#) stated that there is a discrepancy on the report, she will follow up with the finance department to address the board's concerns.

A motion to approve the report as presented was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). The motion carried unanimously.

8. Presentation and Acknowledgment of the USDA Revolving Loan Program report ending July 31, 2020

[Mrs. Rebeca Castillo](#) presented the USDA Revolving Loan Program report for the period ending July 31, 2020. Handouts with the year to date information was provided. She also explained that there was an application received from Mr. Ricardo Madrigal that is being reviewed by the USDA RLP Committee.

A motion to approve the report as presented was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Mario Silva](#). The motion carried unanimously.

9. Presentation and Acknowledgment of the Account Payable Reports for the period ending July 31, 2020

[Mrs. Rebeca Castillo](#) presented the Accounts Payable reports for the period ending July 31, 2020.

A motion to approve the report as presented was made by [Mr. Encarnacion Lopez](#). The motion was seconded by [Mr. Mario Silva](#). The motion carried unanimously.

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

Next meeting date will be September 30, 2020.

17. Board Comments:

[Mr. Julian Rios](#) gave thank you remarks to the EDC Board of Directors for meeting and their understanding that he could not be physically in attendance.

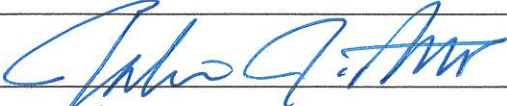
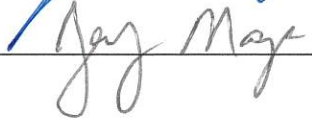
[Mr. Encarnacion Lopez](#) asked for a status on the emergency loan program. [Mr. Tony Torres](#), EDC Attorney advised that such item was not in the agenda, but that he will email the EDC Board of Directors an update on the item.

For Sale signage for the expressway property was discussed. [Mrs. Rebeca Castillo](#) explained that the company that set the last signage was out of service and could not update the banners. She will be seeking other price quotes to get the signage/banners updated.

18. Meeting Adjournment

Meeting Adjourned at 6:52 PM. A motion was made by [Mr. Mario Silva](#). The motion was seconded by [Mr. Encarnacion Lopez](#). Motion unanimously passed.

Approved by the San Benito Economic Development Corporation on this 30th day of September 2020.

	Julian Rios, EDC Board President
	Jeremy Maya, Secretary/Treasurer