



April 25, 2019 Board of Directors Meeting Minutes
Meeting Duration: 2 hour 23 minutes

MINUTES of a Meeting of the **San Benito Economic Development Corporation** Board of Directors held on **Thursday April 25, 2019 at 5:30 P.M.** at the **Cesar Gonzalez Meeting Hall (Inside City Hall)** located at **401 North Sam Houston Boulevard, San Benito, TX 78586.**

BOARD MEMBERS PRESENT:

Julian Rios, President
Rene Garcia, Vice-President
Encarnación López, Secretary/Treasurer
Jeremy Maya, Board Member
Mayor Benjamín Gómez, Ex-Officio Member

BOARD MEMBERS ABSENT:

Ramiro Guerra, Board Member
Mary Bolado, Board Member
Priscilla Guajardo, Board Member

SBEDC Staff:

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

Others Present:

Tony Flores, SBEDC Attorney
Belen Peña, City of San Benito Finance Director

- 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 05:47 PM.
- 3. Pledge of Allegiance to the US Flag and to the Texas Flag**
The Pledge of Allegiance and Texas Pledge was led by **Mr. Jeremy Maya**.
- 4. Invocation** Prayer Invocation was led by **Mayor Benjamin Gomez**.
- 5. Public Comments**
No Public Comments
- 6. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending February 28, 2019**

Ms. Belen Peña, City of San Benito Finance Director presented the San Benito Economic Development Corporation financial statements for the period ending on February 28, 2019 to the SBEDC Board of Directors.

A motion to acknowledge the San Benito EDC Financial Statements for the period ending on February 28, 2019 was made by Mr. Encarnacion Lopez motion was seconded by Mr. Jeremy Maya. The motion carried unanimously.

7. Presentation and Acknowledgement of the USDA Small Business Loan Program report for the period ending on February 28, 2019

Ms. Belen Peña, City of San Benito Finance Director, presented the USDA Small Business Loan Program report for the period ending on February 28, 2019 to the SBEDC Board of Directors.

A motion to acknowledge the USDA Small Business Loan Program report for the period ending February 28, 2019 was made by Mr. Encarnacion Lopez. The motion was seconded by Mr. Rene Garcia. The motion carried unanimously.

8. Presentation and Acknowledgement of the March 2019 Accounts Payable Reports

Mrs. Rebeca Castillo, EDC Executive Director presented the March 2019 Accounts Payable Report.

A motion to acknowledge the March 2019 Accounts Payable Report was made by Mr. Rene Garcia. The motion was seconded by Mr. Encarnacion Lopez. The motion carried unanimously.

9. Consideration and Action on the following meeting minutes:

a. March 25, 2019 Meeting Minutes

Ms. Rebeca Castillo, EDC Executive Director presented the item. The recommended changes were on item 6, change Mrs. to Mr. Jeremy Maya. A motion to approve the March 25, 2019 meeting minutes was made by Mr. Rene Garcia. The motion was seconded by Mr. Jeremy Maya. The motion carried unanimously.

10. Consideration and Action on the Rio Sports Live Advertisement Proposal

Mrs. Rebeca Castillo, EDC Executive Director presented the Rio Sports Live Advertisement Proposal. Discussion included that Mr. Joe Bowling from Rio Sports Live will honor 2019 price if the EDC is interested in renewing next year. After discussion, the board decided to go with the corporate option.

A motion to approve the Rio Sports Live Advertisement Corporate Tier investment in the amount of \$12,000 was made by Mr. Rene Garcia. The motion was seconded by Mr. Encarnacion Lopez. The motion carried unanimously.

11. Consideration and Action on the graphic and design proposal by Que Chevere Productions

Mrs. Rebeca Castillo, EDC Executive Director discussed the Que Chevere Proposal. After some discussion, a motion to table the Que Chevere Productions proposal was made by Mr. Encarnacion Lopez and seconded by Mr. Rene Garcia. The motion carried unanimously.

12. Public Hearing for the FY 2019 Small Business Investment Program

No Public comments

A motion to close the Public Hearing for the FY 2019 Small Business Investment Program was made by Mr. Encarnacion Lopez. The motion was seconded by Mr. Jeremy Maya. The motion carried unanimously.

13. Public Hearing for the San Benito Center for Economic & Business Development

No Public Comments

Public Meeting Reconvened at 7:04 PM.

A motion to close the Public Hearing for San Benito Center for Economic & Business Development was made by Mr. Rene Garcia. The motion was seconded by Mr. Encarnacion Lopez. The motion carried unanimously.

14. Consideration and Action on revisions to the San Benito EDC Bylaws regarding:

a. change of SBEDC address

b. Director meeting attendance

Mrs. Rebeca Castillo, EDC Executive Director discussed the revisions to the San Benito EDC Bylaws. The revisions are the following

1. That the Bylaws be amended to reflect the San Benito Economic Development Corporation's new address, which will be hereafter at 401 N. Bowie Street, San Benito, Texas, 78586;

2. That the Bylaws be amended to reflect language that addresses the excuse of absences in circumstances that are beyond the control of the Board Member. The language will reflect the following:

"A board member absent for more than three consecutive meetings may have his absences excused if he/she provides justification (letter from employer, medical excuse, etc.) for their absence and may soon after their absence may maintain regular attendance to the EDC Board of Directors Meetings.

A motion to approve the revisions to the San Benito EDC Bylaws was made by Mr. Encarnacion Lopez. The motion was seconded by Mr. Jeremy Maya. The motion carried unanimously.

15. Consideration and Action on the funding of La Palma Sidewalk project

A motion to table this item was made by Mr. Rene Garcia. The motion was seconded by

Mr. Jeremy Maya. The motion carried unanimously.

16. Consideration and Action on the Procurement and Payment of Goods and Services Policy

Mrs. Rebeca Castillo presented the Procurement and Payment of Goods and Services Policy. After discussion the Board opted to consider the policy with the following changes:

- The Executive Director will be able to approve the procurement and payment of goods and services up to \$1,500.00;
- Procurement and payment of goods and services under between \$1,500.01 and \$3,000.00 will require approval from two (2) EDC Board Officers;
- Procurement and payment of goods and services over \$3000.01 will require full board approval.
- That signature of checks language mirror that of the resolution for signature cards.

A motion to approve the Procurement and Payment of Goods and Services with the suggested changes. was made by Mr. Encarnacion Lopez. The motion was seconded by Mr. Rene Garcia. Motion carried unanimously.

17. Consideration and Action on the Externship Agreement with Southern Career Institute

Mrs. Rebeca Castillo presented the Externship Agreement with Southern Career Institute.

A motion to approve the Externship Agreement with Southern Career Institute was made by Mr. Encarnacion Lopez. The motion was seconded by Mr. Jeremy Maya. The motion carried unanimously.

18. Executive Session

Executive Session convened at 7:15 AM

EDC Board of Directors Reconvened into public session at 7:46 PM

Mr. Rene Garcia made motion to take action as discussed in executive session for both items a & b. The motion was seconded by Mr. Encarnacion Lopez. Motion carried unanimously.

19. Determination of Date and Time for April 2019 SBEDC Board of Directors Meeting

SBEDC next board meeting will be May 16, 2019 at 5:30 pm.

20. Board Comments

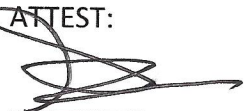
No Comments

21. Meeting Adjournment The meeting adjourned at 7:54 PM. A motion to adjourn was made by Mr. Rene Garcia. The motion was seconded by Mr. Encarnacion Lopez. The motion carried unanimously.

Approved by the San Benito Economic Development Corporation on this 23rd day of May 2019.


Julian Rios, President

ATTEST:


Encarnación Lopez, Secretary/Treasurer