



## Economic Development Corporation

### NOTICE OF A REGULAR MEETING OF THE SAN BENITO EDC BOARD OF DIRECTORS By Videoconference or Telephone Call Wednesday, December 16, 2020 AT 5:30 PM

A Regular Meeting of the San Benito Economic Development Corporation will be held on Wednesday, December 16, 2020 at 5:30 PM.

Due to the health and safety concerns related to the Coronavirus Disease 2019 (Covid-19), this meeting will be conducted by video conference or telephone call. At least a quorum of the Board will be participating by video conference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the Governor.

Notice is also Hereby Given that a possible Special Meeting of the San Benito City Commission may be held on Wednesday, December 16, 2020, at 5:30 PM virtually or via phone call at 5:30PM. In the event that a quorum of the San Benito City Commission is present, this public meeting will be a Special Meeting of the City Commission at which time the Commission may discuss the items listed below.

To provide public comment on an agenda item, patrons must send an email to [info@sanbenitoedc.us](mailto:info@sanbenitoedc.us) with the following information: name of citizen, home address, agenda item being referenced by comment, and the typed comments included either within the email body or as an attachment. Public comments must be emailed to the above address no later than 5 p.m., December 16, 2020. The public comments submitted will be read aloud for the Board to hear, and the content of the written comments may not exceed five minutes. To the extent practicable, all other public comment rules shall apply.

The open portions of this meeting will be recorded and made available to the public via the district website or upon request.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

12/16/2020 San Benito EDC Board Meeting  
Wed, Dec 16, 2020 5:30 PM - 8:30 PM (CST)

Please join my meeting from your computer, tablet or smartphone.

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You can also dial in using your phone.  
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**MEETING – 5:30 P.M.**

- 1. Determination of a quorum;**
- 2. Call to Order;**
- 3. Pledge of Allegiance and Texas Flag Pledge;**
- 4. Invocation;**
- 5. Public Comments;**
- 6. EDC Executive Director's Report**
- 7. Consent Agenda Items:**

All consent agenda items are to be considered to be routine by the San Benito Economic Development Corporation and will be approved by one motion. There will be no separate discussion of these items unless a SBEDC Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**Items A:**

  - A. October 28, 2020 Meeting Minutes
- 8. Selection of Officers;**
  - A. President
  - B. Vice-President
  - C. Secretary/ Treasurer
- 9. Discussion of EDC Board of Directors Individual/Committee Assignments**
- 10. Consideration and Action to authorize the issuance of bank signature cards and have authority to sign San Benito EDC checks to the San Benito EDC Board Officers;**
- 11. Presentation and Acknowledgement of the San Benito EDC Financial Statements for the period ending September 30, 2020;**
- 12. Presentation and Acknowledgment of the USDA RLP report for the period ending October 31, 2020;**
- 13. Presentation and Acknowledgment of the Accounts Payable Report for the period ending October 31, 2020;**
- 14. Consideration and Possible Action on the second amendment to the VARCO Performance Agreement;**
- 15. Discussion and Possible Action on the procurement of Grant Writing Services and/or hiring of a grant writer;**
- 16. Discussion and Possible Action on the Fiscal Year 2020-2021 Annual EDC Budget Amendment #1;**
- 17. Discussion and Possible Action on Board Discretionary Funding;**
- 18. Discussion and Possible Action on the FY 2020-2021 Small Business Investment Program;**
- 19. Consideration and Possible Action on the COVID-19 Emergency Assistance Loan for Salome Meat Market;**
- 20. Discussion on the San Benito Business & Economic Development Shared Space Guidelines;**
- 21. EXECUTIVE SESSION:**

- A. Under Texas Governors Code, Section 551.071: Consultation with attorney regarding Expressway property
- B. Under Texas Government Code, Section 551.074, Personnel: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to hear complaints or charges against a public officer:

- I. Evaluation of Executive Director

**22. Action, if any to be taken on items discussed in Executive Session;**

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

**24. Board Comments:** Announcements relating to items of public interest, regarding local or regional civic charitable events, staff recognition, upcoming meetings, informational update on projects, awards acknowledgement of meeting attendees, birthdays, requests for items to be placed on upcoming agendas, and condolences.


**25. Meeting Adjournment**

During the course of this meeting, the Board of Directors may retire into Executive Session under Texas Government Code Section 551.071 (2) to consult with legal counsel on matters relating to any item on this agenda where the duty of the attorney to the Board of Directors under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. No Formal Action will be taken in Executive Session.

The Board of Directors reserves the right to consider, deliberate, and/or act upon in a different order than numbered.

The San Benito EDC does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the ADA Coordinator at (956) 626-1350 to make proper arrangements.

I certify that a copy of the December 16, 2020 Regular Meeting Agenda for the San Benito Economic Development Corporation, Inc. has been posted in the front OUTDOOR BULLETIN BOARD CABINET FOR AGENDAS of the San Benito City Hall, located at 401 N. Sam Houston Boulevard, San Benito, Texas, a place convenient and readily accessible to the General Public, and which has been continuously posted for a period of seventy-two (72) hours prior to the date and time said meeting will convene. Posted this 11th day of December 2020 by 5:30 PM.

  
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EDC Executive Director