

NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
MARCH 16, 2021 5:30 PM
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT

Join Zoom Meeting (by computer or Mobile App)

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Meeting ID: 889 8227 0733, Password: 125036;

Or Dial by telephone: +1 346 248 7799, Meeting ID: 889 8227 0733 , Password: 125036

PRESENT:

S. David Deanda, Jr., President
Aissa I. Garza, Secretary
Dr. Sonia Treviño, Treasurer
Mario Garza
Mayor Armando O'Caña served in the Mayor Position

ABSENT:

Pete Jaramillo, Vice President
Balde Morales

ALSO PRESENT:

Chad Young, CRI
Aaron Rios, CRI
Lewis Flores

STAFF PRESENT:

Daniel Silva, Chief Executive Officer
Joel A. Garza, Chief Operating Officer
Judy Vega, Executive Assistant
Angie Vela, Finance Director
Ezeiza Garcia, Assistant Finance Director
Randy Perez, City Manager
Shaine Mata, Facility Manager
Daniel Rivera, Director of Programs & Marketing

1. Call to order

With a quorum being present President S. David Deanda Jr., called the regular meeting to order at 5:32 p.m.

2. Approval of Minutes:

- A. Special meeting of February 25, 2021**
- B. Special meeting of March 9, 2021**

Mario Garza moved for approval of both sets of minutes. Motion was seconded by Secretary Aissa I. Garza and approved 5-0.

3. Approval of Financial Statement for February 2021

Finance Director Angie Vela presented and recommended approval of the financial statement.

Treasurer Dr. Sonia Treviño moved for approval of the financial statement for February 2021. Motion was seconded by Mario Garza and approved 5-0.

4. Acceptance of Quarterly Report of Investments for the Quarter ending December 31, 2020 and Interest Earned for Three Months Ending December 31, 2020

Finance Director Angie Vela presented and recommended approval of the quarterly report of investments.

There being no corrections or additions, Secretary Aissa I. Garza moved for Acceptance of Quarterly Report of Investments for the Quarter ending December 31, 2020 and Interest Earned for Three Months Ending December 31, 2020. Motion was seconded by Treasurer Dr. Sonia Trevino and approved 5-0.

5. Approval of MEDC Financial Statements and Independent Auditor's Report for Fiscal Year ending September 30, 2020

CEO Daniel Silva introduced Aaron Rios and Chad Young, Partners with Carr Riggs & Ingram, CPAs to present the report.

Mr. Rios began the report by saying that the financial statements had been reviewed with management. He then introduced Mr. Young to present the report. Mr. Young shared a screen that contained an independent auditor's report, and briefly explained MEDC's financial statements along with a comparison sheet from last year. Mr. Young said that the firm did have comments related to their findings and management has responded to those comments. President S. David Deanda Jr. requested that the comments are shared with the Board. Mr. Young presented the comments and managements' responses, along with a corrective plan of action. Discussion ensued regarding MEDC's debt service on three of their outstanding loans and their loan reserve requirements, which were underfunded by \$494,687.00, a similar amount to last years'. Finance Director Angie Vela mentioned that the organization does have enough funds to cover for the current fiscal year but not for a plus-one year. Mayor Armando O'Caña asked the CEO at what point would a corrective plan of action be in place to eliminate that finding. CEO Silva said that after this fiscal year, the MEDC should be up to standards. Mr. Rios said that it is highly unlikely that any bank would call on any of the debts; however, loan reserve requirements are a covenant on loan agreements, therefore it is imperative that they are in place. Mr. Young said that internal controls are needed to cover debt reserve requirements, and a review process will also be helpful either at the beginning of each year or quarterly. Mr. Rios ended his presentation by reporting on improvement comments and suggestions, most of which corrective measures were or will be in place.

Secretary Aissa I. Garza moved to approve MEDC's Financial Statements and Independent Auditor's Report for Fiscal Year ending September 30, 2020. Motion was seconded by Mario Garza and approved 5-0.

6. Tabled: Approval of Procedures for Downtown Façade Improvements Program & Rent Subsidy Program

Secretary Aissa I. Garza moved to bring this item off the table. Motion was seconded by Dr. Sonia Treviño and approved 5-0.

CEO Daniel Silva said that he was waiting for audit findings before presenting this item to the Board for consideration. He suggested to bring this item back next month so he could present procedures and policies related to it.

Secretary Aissa I. Garza moved to table this item. Motion was seconded by Dr. Sonia Treviño and approved 5-0.

7. Tabled: Approval of Food Park Rent Allocation

Secretary Aissa I. Garza moved to bring this item off the table. Motion was seconded by Mario Garza and approved 5-0.

Mario Garza moved to table this item. Motion was seconded by Secretary Aissa I. Garza and approved 5-0.

8. Approval of The Reyna Network LLC Invoice for \$3,750, related to EDA Project #08-79-05396 for services from February 17, 2021 thru March 16, 2021

CEO Daniel Silva said that this invoice is related to services from The Reyna Group for services performed on the EDA Grant we received. He meets with the group on a weekly basis, and they are moving along. The contract is for 12 months and the monthly amounts will be the same. He is requesting for approval of this invoice.

Secretary Aissa I. Garza moved for approval of The Reyna Network LLC Invoice for \$3,750, related to EDA Project #08-79-05396 for services from February 17, 2021 thru March 16, 2021. Motion was seconded by Dr. Sonia Treviño and approved 5-0.

9. Approval of ATM Lease between MEDC & Wells Fargo Bank

CEO Daniel Silva introduced this item by saying that Wells Fargo Bank made a request to place an ATM on the east side of the CEED parking area. They are agreeing to a five (5) year lease contract with renewal terms and their monthly rent will be \$1,500 for the first five years with an increase each year thereafter. The CEO said that the bank will be responsible for maintaining the landscaping, lighting, and bollards as well as securing it. He said he will provide a rendering of where exactly the ATM will be located and will send to the Board in a few days.

Secretary Aissa I. Garza moved to approve ATM Lease between MEDC & Wells Fargo Bank. Motion was seconded by Mario Garza and approved 5-0.

10. President Comments

Secretary Aissa I. Garza requested that the CEO's evaluation is on the agenda at next month's meeting and reminded the Evaluation Committee to complete the evaluation forms.

11. Adjournment.

Mario Garza moved to adjourn the meeting. Motion was seconded by Dr. Sonia Treviño and approved 5-0. Meeting was adjourned at 6:23 p.m.

S. David Deanda, Jr., President

ATTEST:

Aissa I. Garza, Secretary