EDINBURG
Economic Development Corporation

ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

Location:
City of Edinburg, Council Chambers
415 W. University Drive, Edinburg, Texas

December 16, 2024
SPECIAL MEETING AGENDA
5:30 PM

1. CALL TO ORDER, ESTABLISH A QUORUM

A. Pledge of Allegiance.

2. CERTIFICATION OF PUBLIC NOTICE

3. DISCLOSURE OF CONFLICT OF INTEREST

4. PUBLIC COMMENTS

A specific portion of the meeting shall be dedicated to allowing Public Comments which will be limitedto three (3) minutes. Please note that this public comment period is not interactive. The Edinburg EDC Board may not respond to public comments.

If a resident desires to make a public comment in person, please complete the Public Comments Form which will be located outside of the City Council Chambers and submit the completed form to the Economic Development staff prior to the commencement of the Edinburg EDC Board meeting. We ask for everyone's cooperation in following this procedure.

All requests must be received beginning at 9am and end immediately before the start of the meeting. Your request should include your name, address, and telephone number. We ask for everyone's cooperation in following this procedure.

5. AGENDA ITEMS

A. Consider approval of Minutes for the Special Board meeting held on November 20, 2024.

6. EXECUTIVE SESSION

The EEDC will convene in Executive Session, in accordance with the Texas Open Meetings Act, Vernon's Texas Statutes and Codes Annotated, Government Code, Chapter 551, Subchapter D, Exceptions to Requirement that Meetings be Open. The EEDC May Elect To Go Into Executive Session On Any Item Whether Or Not Such Item Is Posted As An Executive Session Item At Any Time During TheMeeting When Authorized By The Provisions Of The Open Meetings Act.

A. Deliberation regarding economic development projects and possible action related to projects (§551.087 Deliberation Regarding Economic Development Negotiations; §551.071 Consultation with Attorney; §551.072 Deliberation Regarding Real Property; Closed Meeting).

1. Project Cave
2. Office Space
4. New Park
5. North Market

3. Project Choo Choo

6. Vaquero Park

B. Consultation with Attorney (§551.071. Consultation with Attorney; Closed Meeting)

C. Personnel Matters (§551.074 Personnel Matters)

1. Discussion of duties, responsibilities, remuneration, and possible action to amend the financial terms and other terms of the Executive Director's contract. (§551.074 Personnel Matters and §551.071. Consultation with Attorney; Closed Meeting)

7. OPEN SESSION

The EEDC will convene in Open Session to take necessary action, if any, in accordance with Chapter551, Open meetings, Subchapter E, Procedures Relating to Closed Meeting, §551.102, Requirement to Vote or Take Final Action in Open Meeting.

8. ADJOURNMENT

I hereby certify this Notice of an EEDC Meeting was posted in accordance with the Open Meetings Act,at the City Offices of the City of Edinburg, located at the 415 West University entrance outside bulletin board visible and accessible to the general public during and after regular working hours.

This notice was posted on December 13, 2024 at 5:00 pm.

By: /s/ Raudel Garza

Signature: Raudel Garza

Name: Raudel Garza, Executive Director Edinburg Economic Development Corporation

Edinburg Economic Development Corporation
Meeting Date: December 16, 2024
Consider approval of Minutes for the
Special Board meeting held on November 20, 2024.

1. **Agenda Item:**
   Consider approval of Minutes for the Special Board Meeting held on November 20, 2024.

2. **Description/Scope:**
   Board meeting minutes are reviewed by Executive Director, Raudel Garza, and approved by the EEDC Board on a monthly basis.

3. **Estimated Timeline:**
   N/A

4. **Budget:**
   N/A

5. **Procurement/Selection Process:**
   N/A

6. **Staff's Recommendation:**
   Staff recommends approval.

7. **Justification:**
   N/A

/s/ Raudel Garza, EEDC
Executive Director

ATTACHMENTS:
Attachment A: November 20, 2024 Special Board Minutes

MINUTES OF THE
EDINBURG ECONOMIC DEVELOPMENT
CORPORATION BOARD OF DIRECTORS

LOCATION:
City of Edinburg, City-Community Room
415 W. University Drive. Edinburg, Texas

November 20, 2024
SPECIAL MEETING AGENDA
5:30 PM

PRESENT: **Aaron Rivera, President**
Raul Resendez, Vice President
Marc Moran, Secretary
Richard Gonzales, Treasurer
Dan Diaz, Mayor Pro Tem
Veronica Gonzales, Director
Sandra Alaniz, Director

STAFF: **Raudel Garza, Executive Director**
Deyanira Rivera, Administrative Assistant
Jaqueline Guerra, Marketing & Research Manager
Leticia Pantoja, Project Manager
Carlos Garza, Project Manager
Omar Ochoa, EEDC Attorney

1. CALL TO ORDER, ESTABLISH QUORUM

President, Aaron Rivera, called the meeting to order at 5:33 pm.

A. Pledge of Allegiance

Raudel Garza, Edinburg EDC Executive Director, proceeded with roll call and established quorum.

2. CERTIFICATION OF PUBLIC NOTICE

Mr. Garza confirmed the public notice was posted in accordance with the Texas Open Meetings Act, on November 15, 2024 at 5:00 PM.

3. **DISCLOSURE OF CONFLICT OF INTEREST**

EEDC Attorney, Omar Ochoa, stated a conflict of interest exists if a board member or a member of that person's family has a qualifying financial interest in an agenda item. If there is a conflict of interest, the board director cannot participate in discussion or vote on the agenda item.

No conflicts of interest were declared by board members.

4. **PUBLIC COMMENTS**

A specific portion of the meeting shall be dedicated to allowing Public Comments which will be limited to three (3) minutes. Please note that this public comment period is not interactive. The Edinburg EDC Board may not respond to public comments. If a resident desires to make a public comment in person, please complete the Public Comments Form, which will be located outside of the City Council Chambers and submit the completed form to the Economic Development staff prior to the commencement of the Edinburg EDC Board meeting. We ask for everyone's cooperation in following this procedure.

There were no public comments.

5. **SPECIAL AGENDA ITEMS**

A. Consider Approval of Minutes for the Board Meeting held on November 20, 2024.

MOTION TO APPROVE MINUTES WAS MADE BY TREASURER RICHARD GONZALES AND SECONDED BY DIRECTOR SANDRA ALANIZ. MOTION CARRIED UNANIMOUSLY.

B. Presentation of year-to-date Financial Report ending on October 31, 2024.

Executive Director, Raudel Garza gave a brief presentation of the EDC's total assets, sales tax, and statistics on the year-to-date financial report. No action was needed as it was only a presentation.

C. Presentation of Quarterly Investment Report ending on September 30, 2024.

Executive Director, Raudel Garza, gave a brief presentation of the board on the quarterly investment report. No action was needed as it was only a presentation.

D. Consider approval of Sponsorship for the "A Night of Southern Charm" Event by the Boys and Girls Club Rio Grande Valley.

Executive Director, Raudel Garza presented "A Night of Southern Charm" sponsorship and briefly discussed what is included in the sponsorship packet for the entertainment level.

MOTION TO APPROVE A NIGHT OF SOUTHERN CHARM SPONSORSHIP FOR THE AMOUNT OF $5,000.00 WAS MADE BY TREASURER RICHARD GONZALES AND SECONDED BY DIRECTOR SANDRA ALANIZ. MOTION CARRIED UNANIMOUSLY.

6. STAFF REPORTS

A. Commercial Development report
B. Industrial Development Report
C. Marketing Report
D. Social Media Report
E. Executive Director Report

Leticia Pantoja, Project Manager, provided a brief update on the FLIP program, highlighting the current status and summarizing project completions. Veronica Gonzales, Director, inquired about pending FLIP applications and what steps were needed to finalize them.

Carlos Garza, Project Manager, shared the latest updates on the North Industrial Park and provided an overview of recent conference travel.

Jacqueline Guerra, Marketing & Research Manager, reviewed the Marketing calendar, focusing on events scheduled to begin in December. During her presentation, EDC staff and the EDC Board discussed strategies to improve communication about upcoming events, emphasizing the importance of sharing all events via calendar invites. The topic of international travel was also briefly mentioned, prompting further discussion.

Raudel Garza, Executive Director, recapped key meetings held over the past month and provided a summary of the Commercial Investment Tour.

7. EXECUTIVE SESSION

The board entered executive session at 6:16 p.m.

MOTION TO ENTER EXECUTIVE SESSION WAS MADE BY DIRECTOR VERONICA GONZALES AND SECONDED BY TREASURER RICHARD GONZALES. MOTION CARRIED UNANIMOUSLY.

The EEDC board convened in executive session, in accordance with the Texas Open Meetings Act, Vernon's Texas Civil Statutes annotated, government code, chapter 551, subchapter D, exceptions to requirements that meetings be open, to deliberate under the following section:

- **SECTION 551.071, CONSULTATION WITH ATTORNEY**
- **SECTION 551.072, DELIBERATION REGARDING REAL PROPERTY**
- **SECTION 551.087, DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS**

The EEDC board may elect to go into executive session on any item whether or not such item is posted as an executive session item at any time during the meeting when authorized by the provisions of the Texas Open Meetings Act. The board will deliberate the following item:

A. Deliberation and possible action regarding economic development negotiations (§551.087 Deliberation Regarding Economic Development Negotiations; §551.072. Deliberation Regarding Real Property; §551.071 Consultation with Attorney; Closed Meeting.)

1. Office Space
2. Project Cave
3. Vaquero Park

B. Consultation with Attorney (§551.071 Consultation with Attorney; Closed Meeting.)

1. Discussion and possible action on selection of an EEDC Attorney/Firm.
2. Administrative Service Agreement.
3. Project SWAP Agreement

C. Personnel Matters (§551.074 Personnel Matters)

1. Discussion of duties, responsibilities, remuneration, and possible action to amend the financial terms of the executive director's contract. (§551.074 Personnel Matters and §551.071. Consultation with Attorney; Closed Meeting)

8. <u>OPEN SESSION</u>

The EEDC convened in Open Session to take necessary action, in accordance with Chapter 511, Open meetings, Subchapter E, Procedures Relating to Closed Meeting §551.102, Requirement to Vote or Take Final Action in Open Meeting.

The EDC board reconvened in open session.

MOTION TO ENTER OPEN SESSION WAS MADE BY MAYOR PRO TEM DANIEL DIAZ AND SECONDED BY DIRECTOR VERONICA GONZALES. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE SERVICE AGREEMENT AS DISCUSSED IN EXECUTIVE SESSION WAS MADE BY DIRECTOR VERONICA GONZALES AND SECONDED BY TREASURER RICHARD GONZALES. MOTION CARRIED UNANIMOUSLY.

9. ADJOURNMENT

There being no further business to consider, the meeting adjourned at 7:17 p.m.

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Minutes Transcribed by:
Samantha Martinez, Business Operations Coordinator, Edinburg Economic Development Corporation

The board of directors approved the meeting minutes on _________________________, 2024.

EDINBURG ECONOMIC DEVELOPMENT CORPORATION:

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Marc Moran, EEDC Board Secretary