

**NOTICE OF SPECIAL MEETING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
NOVEMBER 24, 2020      12:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Pete Jaramillo, Vice President  
Aissa I. Garza, Secretary  
Dr. Sonia Treviño, Treasurer  
Balde Morales  
Mario Garza  
Mayor Armando O'Caña served in the Mayor Position

**ABSENT:**

S. David Deanda, Jr., President

**ALSO PRESENT:**

Steve Taylor, RGV Guardian

**STAFF PRESENT:**

Daniel Silva, Chief Executive Officer  
Joel A. Garza, Chief Operating Officer  
Angie Vela, Finance Director  
Ezeiza Garcia, Assistant Finance Director  
Judy Vega, Executive Assistant  
Randy Perez, City Manager  
David Flores, Deputy City Manager  
Jasmine Ramos, MEDC Receptionist  
Bertha Ramirez, Administrative Assistant  
Joe Salazar, Accountant  
Daniel Rivera, Director of Programs & Marketing  
Melanie Tovar, CEED Receptionist

**1. Call to order**

In the absence of the President and with a quorum being present, Vice President Pete Jaramillo, called the special meeting to order at 12:03 p.m.

**2. Approval of Minutes: Special meeting of October 14, 2020**

There being no corrections or additions Treasurer Dr. Sonia Treviño moved for approval of the special meeting minutes of October 14, 2020. Motion was seconded by Secretary Aissa I. Garza and approved  
6-0.

**3. Approval of Unaudited and Unadjusted Financial Statement for September 2020.**

Finance Director Angie Vela presented and recommended approval of the Unaudited and Unadjusted Financial Statement for September 2020.

There being no corrections or additions, Secretary Aissa I. Garza made a motion to approve the financial statements as presented. Motion was seconded by Balde Morales and approved 6-0.

**4. Acceptance of Quarterly Report of Investments for the Quarter ending September 30, 2020 and Interest Earned for Twelve Months ending September 30, 2020**

Finance Director Angie Vela presented and recommended acceptance of the Quarterly Report of Investments for the Quarter ending September 30, 2020 and Interest Earned for Twelve Months ending September 30, 2020

There being no corrections or additions, Secretary Aissa I. Garza made a motion to accept the quarterly report as presented. Motion was seconded by Treasurer Dr. Sonia Treviño and approved 6-0.

**5. Approval of Budget Amendment to FY 2020-2021 Budget**

Finance Director Angie Vela presented and recommended approval of Budget Amendment to FY 2020-2021 Budget.

Finance Director Angie Vela mentioned that this Budget Amendment was related to the Capital Projects Fund in the Budget. It is a \$22,027 carryover amount from a 2016 MEDC loan and which will be spent this fiscal year to close it out.

Treasurer Dr. Sonia Treviño moved for approval of the Budget Amendment to FY 2020-2021 Budget. Motion was seconded by Secretary Aissa I. Garza and approved 6-0.

At 12:13 p.m., Vice President Pete Jaramillo announced that the Board would be convening in executive session. Secretary Aissa I. Garza made a motion to convene in executive session. Motion was seconded by Mario Garza and approved 6-0.

**6. Executive Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001  
Personnel Matters Sec. 551.074**

**A. Evaluation of Chief Executive Officer**

The Mission Economic Development Corporation Board of Directors will reconvene in open session to take any actions necessary

At 12:29 p.m., Vice President Jaramillo, announced that the Board would be reconvening in open session. Treasurer Dr. Sonia Treviño made a motion to reconvene in open session. Motion was seconded by Mario Garza and approved 6-0.

Vice President Pete Jaramillo named an Evaluation Committee composed by MEDC Board President S. David Deanda Jr., Treasurer Dr. Sonia Treviño, and Secretary Aissa I. Garza.

Treasurer Dr. Sonia Treviño made a motion to have the Evaluation Committee create an evaluation instrument that will serve as an evaluation document for the Chief Executive Officer. Motion was seconded by Mario Garza and approved 6-0.

**7. COVID-19 Recovery Working Committee Report**

CEO Daniel Silva reported that the program has been completed and that Finance Director Angie Vela is working on the submission of reimbursement requests with Hidalgo County. He reported that 284 businesses were assisted and \$945,000 was disbursed. Mr. Silva also mentioned that MEDC continues to assist local business. This weekend, a Market Days event will be hosted by MEDC at the Mission Food Park where local businesses will have an opportunity to sell their products. Food sales at the Mission Food Park have been going very well. Sixteen (16) jobs have been created and more trucks have shown an interest to become part of the Mission Food Park.

**8. President Comments**

None.

**9. Adjournment.**

Secretary Aissa I Garza moved to adjourn the meeting. Motion was seconded by Mario Garza and approved 6-0. Meeting was adjourned at 12:38 p.m.

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S. David Deanda, Jr., President

ATTEST:

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Aissa I. Garza, Secretary