

NOTICE OF REGULAR MEETING/WORKSHOP
MISSION ECONOMIC DEVELOPMENT CORPORATION
APRIL 14, 2011 5:30 PM
CLUB AT CIMARRON

PRESENT:

Cathy Garcia, President
Polo de Leon, Vice President
Ricardo Martinez, Treasurer
S. David Deanda, Jr., Secretary
Linda Requenez
Mayor Norberto Salinas
Jody Tittle

ABSENT:

ALSO PRESENT:

Ricardo Perez, Consultant
Lee McCormick, President CDA Finance
Alex Meade, Economic Development Consultant
Jim Brunson, Progress Times
Gail Burkhardt, The Monitor
Daniel Silva, Project Manager

STAFF PRESENT:

Julio Cerda, City Manager
Sonia Carnes, Deputy City Manager
Guillermo Seguin, Deputy City Manager
Anna Carrillo, City Secretary
Janie Flores, Finance Director

1. Call to order

With a quorum being present President Cathy Garcia called the meeting to order at 5:45 p.m.

2. Approval of Minutes – March 23 and March 28, 2011

There being no corrections or additions S. David Deanda moved for approval. Motion was seconded by Polo de Leon and approved 6-0.

3. Financial Statements for March, 2011

Finance Director, Janie Flores presented and recommended approval of the financial statement for March 2011.

The board recommended moving the remainder of the loan for the golf course improvements to the Debt Service Fund which was a total of \$136,361.12 since the project had already been completed.

After some discussion of the March, 2011 financial statements Polo de Leon moved to approve as presented. Motion was seconded by S. David Deanda and approved 6-0.

Board President, Cathy Garcia requested that council go into executive session prior to considering item 4 and 5 in open session pursuant to V.T.C.A. Gov. Code Sec. 551.074, Personnel or to hear complaints against personnel and Sec. 551.075, to confer with employees of the city to receive information or to ask questions. The Board did and thereafter returned to the item in open session.

At 5:46 p.m., Ricardo Martinez moved to convene into executive session. Motion was seconded by Polo de Leon and approved unanimously 6-0.

Mayor Norberto Salinas joined the meeting at 6:25 p.m.

At 7:00 p.m., Polo de Leon moved to reconvene in open session. Motion was seconded by S. David Deanda and approved unanimously 7-0. Council did and thereafter returned to the item in open session.

Mayor Norberto Salinas stepped out of the meeting at 7:01 p.m.

4. Approval of Consultant Agreement with P3 Economics

Approval was recommended on the professional service consultant agreement with P3 Economics for the purpose of conducting Economic and Business Development Services.

The consultant would provide the following services:

- (a) Consultant will participate in business development and planning sessions as requested by MEDC.
- (b) Consultant will provide assistance in the identification of potential business opportunities, strategy development, and action planning for MEDC.
- (c) Consultant will attend client meetings as directed by MEDC.
- (d) Arrange meetings for the International Council of Shopping Centers (ICSC) Conference in Las Vegas, NV
- (e) Gather information for marketing materials for ICSC and obtain final approval from MEDC Board and staff.
- (f) Travel to meet with developers and promote sites on a monthly basis
- (g) Prepare and participate in prospect site visits, as requested by MEDC.
- (h) Communicate with various commercial developers to educate them on Mission
- (i) Other research as needed

The monthly retainer fee was \$3,500.00 plus travel expenses. The agreement would commence on April 4, 2011 and terminate on July 4, 2011.

Polo de Leon moved to approve Consultant Agreement with P3 Economics. Motion was seconded by Ricardo Martinez and approved unanimously 6-0.

5. Approval of Professional Services Agreement with Lic. Jose Ricardo Rodriguez Martinez

Approval was recommended on the professional service contract Lic. Jose Ricardo Rodriguez Martinez who would perform activities related to the permitting and construction of the Vehicle Rail Bridge to include consultation with local, state, and federal officials of the Mexican Government and other duties as directed by the MEDC Board Chairman, Board of Directors, City Manager, or Mayor. The monthly retainer fee was \$3,500.00.

Polo de Leon moved to approve Professional Services Agreement with Lic. Jose Ricardo Rodriguez Martinez. Motion was seconded by Ricardo Martinez and approved unanimously 6-0.

6. Budget Amendments

The budget amendment was to redirect funds from one account to another. As per City Council and MEDC Board, MEDA will no longer receive funding from MEDC and City staff will be leased to MEDC to perform all responsibilities previously assigned to MEDA. Funds are also allocated for consulting services and legal fees which will be incurred in the transition.

S. David Deanda moved to approve the budget amendment as presented. Motion was seconded by Polo de Leon and approved unanimously 6-0.

7. Workshop – Economic Development Activities

Ricardo Perez, MEDC Consultant gave a brief historical overview of Economic Development in the city.

Lee McCormick, President of CDA Finance gave a presentation regarding conduit issuance and answered the board’s questions.

Alex Meade, Economic Development Consultant with P3Economics discussed several options and opportunities that are available for the city to pursue in reference to economic development.

8. Adjournment

Linda Requenez moved to adjourn the meeting. Motion was seconded by S. David Deanda and approved 6-0. Meeting was adjourned at 7:55 p.m.

Cathy Garcia President

ATTEST:

S. David Deanda Secretary