

**NOTICE OF REGULAR MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 18, 2016 5:30 P.M.
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

PRESENT:

S. David Deanda, Jr., President
Richard Hernandez, Secretary
Linda Requénez, Treasurer
Catherine Garcia
Pete Jaramillo
Mayor Norberto Salinas served in the Mayor Position

ABSENT:

Jody A. Tittle, Vice President

ALSO PRESENT:

Bernardo Martinez, Freedom Life Church
Ariel King, The Bryan House
King E. Thomas, NJE, Ministry of Economy
and Regional Department, Cameroon

STAFF PRESENT:

Alex Meade, Chief Executive Office
Daniel Silva, COO
Judy Vega, Executive Assistant
Bertha Ramirez, Administrative Assistant
David Gonzales, Accountant
Martin Garza Jr., City Manager
Hector Garza, Director of Technology
Angie Vela, Assistant Finance Director
Diana McDonnell, CEED Receptionist
Janette Molina, MEDC Receptionist
Teclo Garcia, Director of Strategic
Partnerships and Program Development
Cristina Garza, Program Director

1. Call to order

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

2. Approval of Minutes – September 6, 2016

There being no corrections or additions Catherine Garcia moved for approval. Motion was seconded by Richard Hernandez and approved 6-0.

3. Approval of Financial Statements for August 2016

David Gonzales presented and recommended approval of the financial statements for August 2016.

There being no corrections or additions Linda Requenez moved for approval of the financial statements for August 2016 as presented. Motion was seconded by Pete Jaramillo and approved 6-0.

4. Authorization to Award Bid for Janitorial Services for the Center for Education and Economic Development (CEED) building.

CEO Alex Meade said that the City of Mission solicited bids for janitorial services for the new Center for Education and Economic Development facility located at 801 N. Bryan Road, Mission, and that after reviewing the bids, the lowest bidder was Green Cleaning Services (GCS) with a bid of \$110,000 annually for janitorial services. The company is bonded and has been in business for 10 years. They will also be providing all materials needed for the janitorial services as well as enough staff to work different shifts. MEDC's budget for janitorial services is \$120,000 annually. Mr. Meade is recommending that we award the bid to GCS subject to negotiations.

Richard Hernandez moved for authorization to award bid for janitorial services to Green Cleaning Services, subject to negotiations to lower the bid amount of \$110,000 annually. Motion was seconded by Pete Jaramillo and approved 6-0.

5. Ruby Red Ventures Awards Presentation

COO Daniel Silva introduced this item by presenting the winners of the very successful Ruby Red Ventures program. Recipient Ariel King, owner of The Bryan House (a bed and breakfast facility) was awarded \$10,000. Ms. King invited everyone to come tour Bryan House, a true gem to the City of Mission, the bed and breakfast has been featured in four magazines. She is also planning on expanding outside the Rio Grande Valley. Other awarded winners not present were Ryan Krause and Bridgett McAdams owners of The Dream Big Facility, LLC (\$10,000); Gabriel Puente, owner of Virtual Media Planners (\$10,000), a local online advertising and consulting company; and David Casarez and Carisa Rivera-Casarez, and Daniel Rivera, owners of Banner Transit Company (\$10,000), a non-emergency medical transportation company.

6. President's Comments

CEO Alex Meade introduced MEDC's newest staff members: Cristina Garza, Program Director; Janette Molina, MEDC receptionist; and Diana McDonnell, CEED Receptionist. In addition to Hector Garza, Director of Technology and Tecló J. Garcia, Director of Strategic Partnerships and Program Development, MEDC will also hire a Facility Manager. Mr. Meade mentioned that since its grand opening, the CEED facility has been used numerous times by the Mission Police Department, the U.S. Border Patrol, Region One, and school districts.

7. Adjournment

Linda Requenez moved to adjourn the meeting. Motion was seconded by Catherine Garcia and approved 6-0. Meeting was adjourned at 5:41 p.m.

S. David Deanda, Jr., President

ATTEST:

Richard Hernandez, Secretary