

**NOTICE OF SPECIAL MEETING
MISSION ECONOMIC DEVELOPMENT CORPORATION
OCTOBER 3, 2013 5:30 P.M.
MISSION CITY HALL**

PRESENT:

S. David Deanda, Jr., President
Polo de Leon, Vice President
Jody Tittle, Secretary
Linda Requénez, Treasurer
Catherine Garcia
Mayor Norberto Salinas served in the Mayor Position

ABSENT:

Richard Hernandez

ALSO PRESENT:

Ricardo A. Perez, Consultant
Julie Silva, Progress Times

STAFF PRESENT:

Alex Meade, Chief Executive Office
Randy Perez, Assistant Finance Director
Judy Vega, Executive Assistant
Bertha Ramirez, Administrative Assistant
Martin Garza Jr., City Manager
Daniel Silva, Chief Operating Officer
David Gonzales, Accountant

1. Call to order

With a quorum being present President S. David Deanda Jr. called the meeting to order at 5:35 p.m.

2. Approval of Minutes – Sept. 4, 2013

Subject to two corrections made on the minutes and there being no further corrections or additions Polo De Leon moved for approval. Motion was seconded by Mayor Norberto Salinas and approved 6-0.

3. Approval of MEDC Financial Statements for August 2013

Assistant Finance Director Randy Perez presented and recommended approval of the Financial Statements for August 2013.

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

4. Approval of Recommended Changes to the Downtown Façade Improvement Program

CEO Alex Meade said that previously the Board had approved a matching grant for the program; however, upon attending several downtown merchant meetings he has learned that not everyone can afford to put money upfront for improvements. In order to make it affordable to everyone he is recommending that a maximum amount of \$3,000 be offered to any merchant that applies for the grant on a first come first serve basis or until funds are exhausted; however, the matching grant will still be available for those businesses that are interested. Mr. Meade proposed that grant amount be paid directly to the vendor that is providing the improvements and not to the merchant. He said that merchants will also have to adhere to a set of MEDC façade improvement guidelines that he and City Manager Martin Garza Jr. are working on related to signage and color schemes. Funds for this program will be available on a yearly basis and merchants may apply again once funds become available.

After brief discussion on this item, Catherine Garcia moved for approval of the following changes to the Downtown Façade Improvement Program:

- Up to in \$3,000 individual grants without a match commitment are available to qualified applicants for up to one owned building;
- The vendors providing the services will be paid directly and not the owner of the building;
- Compliance of MEDC’s façade improvement guidelines; and
- \$100,000 is available this fiscal year for the Downtown Façade Improvement Program.

Motion was seconded by Linda Requénez and approved 6-0.

5. President’s Comments

None.

6. Adjournment

Linda Requénez moved to adjourn the meeting. Motion was seconded by Polo De Leon and approved 6-0. Meeting was adjourned at 5:55 p.m.

S. David Deanda, Jr., President

ATTEST:

Jody A. Tittle, Secretary