



**NOTICE THAT A REGULAR CALLED MEETING OF THE  
SAN JUAN ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS**

**Location:** City of San Juan  
E.O.C. Room (2nd Floor)  
512 S. Nebraska Ave.  
San Juan, Texas 78589

**Monday, February 3, 2025  
6:00 PM**

At any time during the course of this meeting, the San Juan EDC Board of Directors may convene into Executive Session under Texas Government Code Section §551.071 (2) to consult with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Board of Directors under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the San Juan EDC Board of Directors may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code. On matters requiring a public hearing, all persons desiring to speak during a public hearing shall sign in with the presiding clerk prior to the scheduled public hearing.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. PUBLIC COMMENTS**

**V. DIRECTOR'S REPORT**

**VI. DISCUSSION AND POSSIBLE ACTION ON ALL OF THE FOLLOWING MATTERS:**

1. Discussion and Possible Action, if any, on "Downtown Revitalization Plan.
2. Discussion and Possible Action, if any, on Sponsoring the 89th Annual RGV Golden Gloves on February 1 & 2, 2025, at the Payne Arena.
3. Discussion and Possible Action, if any, for the EDC Grants Newsletter December 2024 - February 2025, San Juan EDC Community Assistant/Funding Newsletter December 2024-February 2025.
4. Discussion and Possible Action, if any, on Sponsoring the Vida Clover Elementary for their Valley Bear Program.

**VII. CONSENT AGENDA**

1. Approval of the following minutes:
  - October 15, 2024
  - November 5, 2024
  - November 19, 2024
  - December 10, 2024
2. Approval to release the following checks :
  - Check 1277 Albert Trevino
  - Check 1280 Yolanda De La Cruz
  - Check 1290 Lion Signs printing & design
3. Approval for Michael's Burger equipment.
  - Commercial Kitchen Hood
  - Commercial Kitchen Fryer

- Commercial Kitchen Griddle
- Sandwich Salad Preparation Refrigerator

### **VIII. EXECUTIVE SESSION**

1. The San Juan Economic Development Corporation will Convene in Executive Session, in Accordance with Texas Open Meeting Act, Vernon Statues and Codes Annotated, Government Code Chapter §551.071 (Consultation with Attorney) and Texas Government Code §551.087 (Deliberation Regarding Economic Development Negotiations).
  - A. Pursuant to Section §551.087, ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation Regarding Financial Incentive to a Business Prospect.
    - A. Updates on the EDC Project
  - B. Pursuant to Section §551.071 Consultation with Attorney and Section §551.087, ECONOMIC NEGOTIATIONS; Deliberation Regarding EDC Real Estate Properties.
  - C. Pursuant to Section §551.074 PERSONNEL MATTERS, Discussion, and Possible Action to Approve the Job Description and Duties for EDC Assistant Executive Director.
  - D. Pursuant to Section §551.074 PERSONNEL MATTERS; and §551.071 CONSULTATION WITH ATTORNEY of the Texas Government Code, Discussion and Possible Action Regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee, Specifically the EDC Executive Director.
  - E. Pursuant to Section §551.074 PERSONNEL MATTERS and §551.071 CONSULTATION with ATTORNEY; of the Texas Government Code, Discussion and Possible Action Regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee, Specifically to Assign an Interim EDC Executive Assistant.

### **IX. RECONVENE**

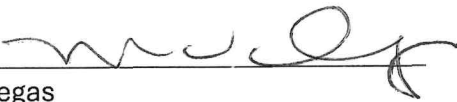
1. The San Juan Economic Development Corporation will Reconvene into Open Session to Take Necessary Action, if any, in Accordance with Chapter 551, Open Meeting Subchapter E, Procedures Relating to Closed Meeting 551, Requirements to Vote or Take Final Action in Open Meeting.
  - A. Pursuant to Section §551.087, ECONOMIC DEVELOPMENT NEGOTIATIONS; Deliberation Regarding Financial Incentive to a Business Prospect.
    - A. Updates on the EDC Project
  - B. Pursuant to Section §551.071 Consultation with Attorney and Section §551.087, ECONOMIC NEGOTIATIONS; Deliberation Regarding EDC Real Estate Properties.
  - C. Pursuant to Section §551.074 PERSONNEL MATTERS, Discussion, and Possible Action to Approve the Job Description and Duties for EDC Assistant Executive Director.
  - D. Pursuant to Section §551.074 PERSONNEL MATTERS; Discussion of the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee (Executive Director EDC).
  - E. Pursuant to Section §551.074 PERSONNEL MATTERS and §551.071 CONSULTATION with ATTORNEY; of the Texas Government Code, Discussion and Possible Action Regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee, Specifically to Assign an Interim EDC Executive Assistant.

## **X. ADJOURNMENT**

I, the undersigned authority, do certify that the above agenda of said regular meeting/workshop of the San Juan Economic Development Corporation is a true and current copy, and that said notices were posted at San Juan City Hall, 512 S. Nebraska Ave., San Juan, TX, San Juan EDC office, and San Juan EDC website, [www.sanjuanedc.com](http://www.sanjuanedc.com) at a place convenient and readily accessible to the general public, at all times, and said notice was posted on the 24th of January, 2025, and will remain posted continuously for at least 72 hours preceding the scheduled time of the said meeting in compliance with Chapter 551 Texas Government Code (Open Meeting Act).

---

**Ben Arjona**  
**City Manager/Executive Director**  
**San Juan Economic Development Corporation**



---

Marco Villegas  
City Mayor Pro Tem/Board President  
San Juan Economic Development Corporation