

**NOTICE OF REGULAR MEETING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
SEPTEMBER 17, 2025      4:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Deborah L. Cordova, Vice President  
Estella Saenz Secretary  
Julian Alvarez, Treasurer  
Councilwoman Marissa Gerlach, Served in  
the Mayor Position  
Carl Davis

**ABSENT:**

Mayor Norie Gonzalez Garza  
Jose G. Vargas

**ALSO PRESENT:**

Eugene Vaughn, JGKL LLP  
Mark Hanna, Hanna Solutions  
Lee McCormick, CDA  
Mike Ferniuk, Shary Municipal Golf Course

**STAFF PRESENT:**

Teclo J. Garcia, CEO  
Belen Guerrero, COO  
Judy Vega, Executive Assistant  
Stephanie Mendiola, Director of Business  
Development  
Brianna Casares, Programs Director  
Candace Rodriguez, Communication and  
Public Relations Manager  
Manuel Rodriguez,  
Receptionist/Marketing Asst.  
Andy Garcia, Assistant City Manager

**1. Call to Order and Establish Quorum**

After establishing a quorum of the Mission Economic Development Corporation  
President Richard Hernandez called the meeting to order at 4:06 PM.

**2. Invocation:** President Richard Hernandez

**3. Pledge of Allegiance:** Councilwoman Marissa Gerlach

Treasurer Julian Alvarez joined the meeting at 4:08 PM.

**4. Citizens' Participation:** None

**5. Approval of Minutes: Special Meeting & Public Hearing of August 21, 2025**

There being no corrections or additions, Carl Davis moved for approval of the Special  
Meeting minutes of August 21<sup>st</sup>. Motion was seconded by Treasurer Julian Alvarez and  
approved 6-0.

**6. Deliberation and possible action for acceptance of Unadjusted Financial Statement for August 2025.**

Financial Officer Joe Salazar presented the Unadjusted Financial Statement for August 2025.

Vice President Deborah Cordova recommended that the “Golf Lighting” item within the “Long Term Debt” section on page 15 be identified as “2025 Golf Lighting”.

With the recommendation noted, Treasurer Julian Alvarez moved for approval. Motion was seconded by Secretary Estella Saenz and approved 6-0.

**7. Discussion and possible action related to Resolution No. 2025-12, Resolution of the Board of Directors of the Mission Economic Development Corporation, designating a depository bank, and authorizing the performance of all banking functions relating to the opening and maintaining of bank accounts for the Mission Economic Development Corporation, and designation of signatories on such accounts.**

CEO Teclo J. Garcia addressed the need for an update on the MEDC banking resolution following the election of new Board officers in January. Secretary Estella Saenz expressed her concerns, related to the recent MEDC bond closing because the MEDC Board’s officers list had not been updated.

There being no corrections or additions, Vice President Deborah Cordova moved for approval of Resolution No. 2025-12. Motion was seconded by Carl Davis and approved 6-0.

**8. Discussion and possible action regarding Resolution No. 2025-13 Resolution of Mission Economic Development Corporation authorizing the issuance of one or more series of revenue bonds and the loan of the proceeds thereof to Vinton Steel LLC; approving documents relating thereto; and approving other matters in connection therewith.**

On January 24, 2024 the MEDC Board approved an inducement resolution related to Vinton Steel LLC. Vinton Steel LLC is a mill that produces steel using electric arc furnace (EAF) technology. It is located in Vinton, Texas. The Vinton plant supports 366 employees represented by the United Steel Workers. It is the largest recycling company in West Texas and New Mexico.

CEO Teclo J. Garcia recommends that the Board adopt the resolution in an amount not to exceed \$100 million of tax-exempt private activity bonds to finance the proposed project. This is a conduit transaction for the MEDC. The borrower is responsible for repayment of the debt. Approval of this resolution does not impose any payment or obligation on MEDC or the City of Mission in connection with the financing. There is a potential reputational risk if the borrower defaults since MEDC is included in the bonds.

Carl Davis moved for approval of Resolution No. 2025-13. Motion was seconded by Treasurer Julian Alvarez and approved 6-0.

**9. Deliberation and possible action related to the transfer of the following project to its respective entity: Roadway & Drainage Improvements for the Sharyland Business Park Subdivision Project.**

CEO Teclo J. Garcia stated that this project was initially funded by the Texas Department of Commerce's Economic Development Administration and managed by MEDC, while the City of Mission oversaw the infrastructure. He mentioned that for accounting purposes the auditors suggest that this project be transferred to the appropriate entity.

Carl Davis moved for approval. Motion was seconded by Vice President Deborah Cordova and approved 6-0.

**10. Deliberation and possible action for the approval of a Professional Services Agreement between Mission Economic Development Corporation and The Retail Coach LLC.**

CEO Teclo J. Garcia introduced this item by mentioning that MEDC had previously engaged the professional services of The Retail Coach LLC and that he was pleased with the services provided. The contract will not change from the prior year, and he'd like to renew it for the same amount. If approved, this marks the second year of service with MEDC.

Vice President Deborah moved for approval of a Professional Services Agreement between Mission Economic Development Corporation and The Retail Coach LLC in the amount of \$30,000 for 12 months, to be paid in accordance with the payment schedule and amounts set forth in the Scope of Services of the Agreement. Motion was seconded by Treasurer Julian Alvarez and approved 6-0.

**11. Deliberation and possible action for the approval of a Production Agreement between Mission Economic Development Corporation and RGV Photo Video.**

COO Belen Guerrero presented this item, expressing that staff is satisfied with the services provided by RGV Photo Video. She is recommending the renewal of the contract with RGV Photo Video. If approved, this will be the second consecutive year that the MEDC collaborates with RGV Photo Video. COO Guerrero pointed out that the monthly fee in this year's contract is increasing from \$3,000 to \$3,500. With the renewal, RGV Photo Video has expanded its scope of work to include an extra five hours of professional services, increasing the total from 20 to 25 hours per month.

President Richard Hernandez requested the removal of the last sentence in the "Cancellation Policy" section of the contract, which states "Cancellation for any other reason before the end of the one-year term will require the Client to pay 50% of the remaining balance of the contract as a termination fee."

With President Richard Hernandez's requested noted, Carl Davis moved for approval of a Production Agreement between Mission Economic Development Corporation and RGV Photo Video. Motion was seconded by Treasurer Julian Alvarez and approved 6-0.

**12. Deliberation and possible action for the approval of a Professional Services Agreement between Mission Economic Development Corporation and IT Umbrella Group.**

COO Belen Guerrero introduced this item noting that the MEDC staff is pleased with the services offered by the IT Umbrella Group. COO Guerrero recommends approving the agreement for the same monthly amount as last year, which is \$4,000 per month for 12 months. If approved, this will be the second year of collaboration with the MEDC. IT Umbrella provides IT services for MEDC staff and the CEED building including security software for devices, antivirus service, installation and management of licensed remote monitoring software, and a combination of on-site and remote support as needed.

Treasurer Julian Alvarez moved for approval of a Professional Services Agreement between Mission Economic Development Corporation and IT Umbrella Group for a monthly amount of \$4,000. Motion was seconded by Carl Davis and approved 6-0.

**13. Deliberation and possible action for the approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to facility maintenance services.**

CEO Teclo J. Garcia presented this item, recommending the renewal of the Memorandum of Understanding between the Mission EDC and the City of Mission. MEDC staff has expressed great satisfaction with the services provided by the City of Mission's Facilities Department this year. If approved, this will be the second consecutive year of the memorandum with the MEDC. Mr. Garcia also mentioned an increase in the payment from the previous year, rising from \$50,000 to \$65,000.

Carl Davis moved for approval of a Memorandum of Understanding between Mission EDC and the City of Mission related to facility maintenance services. Motion was seconded by Vice President Deborah Cordova and approved 6-0.

**14. Deliberation and possible action regarding a Reimbursement Agreement between the Mission Economic Development Corporation and the City of Mission related to the Mission Animal Shelter.**

President Richard Hernandez invited Vice President Deborah L. Cordova, Chair of the Animal Shelter Committee, to present this item. Ms. Cordova mentioned that the Animal Shelter Committee recently met to discuss the improvements needed for the Mission Animal Shelter. The Animal Shelter Committee includes Mayor Norie Gonzalez Garza and Board Secretary Estella Saenz, and they recently met to discuss how MEDC may be able to assist the shelter. The Reimbursement Agreement, in the amount of \$50,000, between Mission EDC and the City of Mission, is to be used for the installation of new grass and irrigation, fencing, landscaping, and shade structures.

Secretary Estella Saenz moved for approval of a Reimbursement Agreement between the Mission Economic Development Corporation and the City of Mission related to the

Mission Animal Shelter, in the amount of \$50,000. Motion was seconded by Treasurer Julian Alvarez and approved 6-0.

**15. Shary Municipal Golf Course Presentation.**

CEO Teclo J. Garcia invited Mike Fernuik, Director of the Shary Municipal Golf Course, to present a short slide presentation related to improvements for the Shary Municipal Golf Course. Some of these improvements were funded by MEDC with a \$250,000 grant requested for needed infrastructure. MEDC also recently funded an additional amount of \$65,000 for the construction of restrooms on the golf course. The improvements include the installation of a water well, replacing sod on various holes and greens, ordering a range ball dispenser, repairing a pump station, ordering a beverage cart, and new golf balls for the golf course, to name a few. Mr. Fernuik thanked the MEDC Board for their support and mentioned that he will be presenting updates as improvements progress.

At **5:30 PM**, President Richard Hernandez announced that the MEDC Board would convene in closed session.

Vice President Deborah L. Cordova exited the meeting at 5:30 PM.

**16. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001 Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 5 51.087), including, but not limited to the following: Report from CEO as to potential prospect(s):**

**A. Project Javelina**

**Deliberation and possible action regarding real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:**

**A. M.E.D.C. Land**

**B. Perkins Lots Update**

**Consultation with Attorney and possible action (as permitted under Texas Government Code Section 551.071).**

At **5:48 PM**, President Richard Hernandez announced that the Mission Economic Development Board of Directors were reconvening in open session.

No action was taken on any of the items discussed in closed session.

**17. CEO Report on Economic Activity.**

CEO Teclo J. Garcia introduced this item by saying that retail tax revenues in FY 2025 were at \$28,878,367 for the City of Mission. Compared to the previous year an increase of 4% was estimated at \$1,000,000, but it is anticipated that it could increase to 5%. In addition, he stated that cities west of Mission are causing competition to form because

they are acquiring retail that was unique to the Mission area.

Mr. Garcia invited MEDC Programs Director Brianna Casares to elaborate on current MEDC programs. She briefly explained the Downtown Assistance Program by saying that last year MEDC received 24 applications, this year 42 were received, and 12 businesses will be selected to receive funding. The program's purpose is to revitalize and improve the Mission downtown area.

In addition, the Ruby Red Ventures Build Mission Fund program is set to open on October 1st. This program has been implemented for its third year this year, and to date, 45 businesses have been awarded with a net total of \$450,000 in funding provided by MEDC.

#### **18. President Comments.**

President Richard Hernandez thanked the MEDC staff and board for their service and hard work on all recent MEDC projects. President Hernandez also thanked the Mission City Council's leadership for naming Assistant City Managers Andy Garcia and JP Terrazas as co-interim city managers.

#### **19. Adjournment.**

Carl Davis moved to adjourn the meeting. Motion was seconded by Treasurer Julian Alvarez and approved 6-0. The meeting was adjourned at **6:03 PM**.

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Richard Hernandez, President

ATTEST

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Estella Saenz, Secretary