

OFFICERS:

Chair – Mr. Boris Esparza
Vice-Chairman– Mr. Adan Gonzalez
Secretary–Mr. Rafael Perez



TRUSTEES:

Mayor – Honorable Ricardo Guerra
Finance Director-
Stephanie Sarrionandia, MBA
Citizen–Ms. Ida Martinez,
CPA Citizen–Ms. Christina
Sanchez

SAN BENITO FIREMEN RELIEF & RETIREMENT FUND

MINUTES

**A SPECIAL BOARD MEETING WAS HELD ON
WEDNESDAY, MAY 28, 2025 @ 4:30 P.M.
AT THE MUNICIPAL COURT
AT THE SAN BENITO CITY HALL LOCATED AT
485 N. SAM HOUSTON, SAN BENITO, TEXAS 78586
ZOOM MEETING ID: 585 531 3745
PASSCODE: SBFRRF25
DIAL IN PASSCODE:967694858**

MEMBERS PRESENT WERE:

Chair – Mr. Boris Esparza
Vice-Chairman– Mr. Adan Gonzalez
Secretary–Mr. Rafael Perez
Finance Director-Stephanie Sarrionandia, MBA
Citizen–Ms. Ida Martinez, CPA
Citizen–Ms. Christina Sanchez

1. Welcoming Members. Chair Boris Esparza welcomes members at 4:31 P.M.
2. Discussion and action on Minutes for May 15, 2025. Stephanie Sarrionandia makes the first motion to accept Minutes for May 15, 2025. Ida Martinez seconds the motion. Motion carried.
3. Discussion and action on Financial for April 2025. Christina Sanchez makes the first motion to accept the Financials for April 2025. Adan Gonzalez seconds the motion. Motion carried.
4. Discussion and action on Financials for May 2025. Adan Gonzalez makes first motion to table item #4 due to it not being ready. Rafael Perez seconds the motion. Motion carried.
5. Discussion and action on Plan Administrator Engagement Agreement with Tinsley Administrative Solutions, LLC. Stephanie Sarrionandia made the first motion to accept the Plan Administrator Engagement Agreement with Tinsley Administrative Solutions, LLC. Adan Gonzalez seconds the motion. Motion carried.
6. Discussion and action on new banking with Frost Bank (Tony Sacco presenting their proposal). Rafael Perez makes first motion to move forward with Frost Banks proposal. Adan Gonzalez seconds the motion. Motion carried.
7. Discussion and action on outstanding Invoices to be paid by May 31, 2025. Mr. David Sawyer was lacking an invoice, so he was not being paid out. Mr. Sawyer was contacted during the meeting and stated he would send the proper invoice to Stephanie Sarrionandia. Mrs. Sarrionandia did receive it. Stephanie Sarrionandia makes the first motion to proceed with paying the invoice. Adan Gonzalez seconds the motion. Motion carried.
8. Discussion and action for Audit Provider at 09/30/2025. Rafael Perez makes the first motion to finish off the remaining time with the current Audit Provider. Mrs. Tinsley will be acquiring quotes from other available Audit Providers. Stephanie Sarrionandia seconds the motion. Motion carried.
9. Discussion and action for Board Meeting location commencing June 2025. Adan Gonzalez makes first motion to table item #9 till the board gets clarification from the San Benito City Manager on what city buildings may be used to hold the San Benito Firemen Relief & Retirement Fund meetings. Stephanie Sarrionandia seconds the motion. Motion carried.
10. Discussion and action regarding Travel Policy for Board Members. Christina Sanchez makes first motion to table item #10 so that Mrs. Tinsley can acquire a template from the City of San Benito. Adan Gonzalez seconds the motion. Motion carried.
11. Discussion and action for Credit Card Policy for Board members. Adan Gonzalez makes first motion to have Boris Esparza and Adan Gonzalez handle the pensions credit cards. Rafael Perez seconds the motion. Motion carried.
12. Discussion and action on transition from list of duties provided by city. Mrs. Ana Tinsley acknowledged that she could perform the duties that were provided by the city for the San Benito Firemen Relief & Retirement Fund. Rafael Perez makes the first motion to accept the transition. Adan Gonzalez seconds the motion. Motion carried.
13. Chairman's Report. Chairman informed the board that June 20, 2025 is the separation date between the San Benito Firemen Relief & Retirement Fund and City of San Benito. Also, the City Manager informed Stephanie Sarrionandia that it will be up to the Fire Chief to allow the Board to hold meetings at Fire Station #1.
14. Adjournment. Adan Gonzalez makes the first motion to adjourn the meeting at 6:21 p.m., Rafael Perez seconds the motion. Motion carried.

Boris Esparza, Chairman

Rafael Perez, Secretary

NOTE: Persons who do not speak English or persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as language interpreters or interpreters for the deaf or hearing impaired, readers, large print, or Braille, are requested to contact the Fund at 956.361.3850 twenty-four hours prior to the meeting so that arrangements can be made. The Board may go into executive/closed session on any item on the agenda if allowed under the Open Meetings Act, Tex. Gov't Code Ann., Ch 551
