

**OFFICERS:**

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



**TRUSTEES:**

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

**SAN BENITO FIREMEN RELIEF & RETIREMENT FUND**

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**MINUTES**

**A SPECIAL BOARD MEETING WAS HELD ON  
WEDNESDAY, DECEMBER 17, 2025 @ 4:00 P.M. AT THE MUNICIPAL  
COURT AT THE SAN BENITO CITY HALL LOCATED  
AT 485 N. SAM HOUSTON, SAN BENITO, TEXAS 78586  
ZOOM MEETING: 5855313745  
PASSCODE: SBFRRF25**

**MEMBERS PRESENT WERE:**

**Mayor Honorable – Ricardo Guerra**  
**Vice-Chairman – Mr. Adan Gonzalez**  
**Secretary – Mr. Rafael Perez**  
**Citizen – Ms. Christina Sanchez**  
**Citizen – Ms. Ida Martinez, CPA**

1. Discussion and Action for Minutes from November 05, 2025, board meeting. Ida Martinez makes first motion to approve the November 05, 2025, board meeting. Rafael Perez seconds the motion. Motion carried.
2. Discussion and Action on Financial Report for October 31, 2025. Christina Sanchez makes first motion to approve the Financial Report for October 31, 2025. Ida Martinez seconds the motion. Motion carried.
3. Discussion and Action on Financial Report for November 30, 2025. This month had a gain of \$24,531 MTD, and a \$45,945 YTD, Christina Sanchez makes first motion to approve the Financial Report for November 30, 2025. Rafael Perez makes second motion. Motion carried.
4. Discussion and Action on New managing budget Account:
  - a. **Boris and Ana met with Ms. Rosales from Texas Regional Bank and the items needed are:**
    - i. Must provide proof of EIN number from the IRS (need from the city). Finance will look into it.
    - ii. A New Resolution Document is needed for Texas Regional Bank with EIN number. Rafael Perez makes first motion to approve a New Resolution Document for TRB with EIN number. Christina Sanchez seconds the motion. Motion carried.
    - iii. Signature Cards of all signers must be filled out for Credit Card holders. Ida Martinez makes first motion to approve 3 issued credit cards, one for Boris, Adan and Rafael, for pension purposes. Christina Sanchez seconds the motion. Motion carried.
    - iv. An Email must be provided to Texas Regional Bank, removing all other signers. Rafael Perez makes first motion to proceed with the removal of all other signees. Ida Martinez seconds the motion. Motion carried.
    - v. The New account established will not incur any fees they will be waived as a Governmental Fund. No Action.
    - vi. The interest rate that Texas Regional Bank agreed on is 3.25% as per Federal Fund's Rate. No action. Texas Regional Bank will notify board about other interest rates if any.
    - vii. Process to use for transferring Funds to Schwab account. Wire Transfer from TRB to Schwab and Schwab to TRB will be used. Ida Martinez makes first motion to approve wire transfer. Rafael Perez seconds the motion. Motion carried.
5. Discussion and Action to close the account with PNC bank effective immediately and get a cashier's check of total amount in the account minus any fees or plus any interest and deposit to Texas Regional Bank. Ida Martinez makes first motion to proceed with the closing of the account. Rafael Perez seconds the motion. Motion carried.
6. Discussion and Action for city to consider depositing employee and employer contributions for security purposes. Ida Martinez makes first motion to approve that the city wire contributions into Texas Regional Bank Fund account as long as city is not charging Fund more than \$25 dollars per wire transfer. Rafael Perez seconds the motion. Motion carried.

## MINUTES CONTINUED

7. Discussion and Action for city to consider a contact person for data check and accuracy for any benefits paid out. Stephanie Soria will be the contact person. Ida Martinez makes first motion. Rafael Perez seconds the motion. Motion carried.
8. Discussion and Action for city to consider providing credentials for ESTPS (Electronic Federal Tax Payment System). Christina Sanchez makes first motion to table item #8 till more information is available. Ida Martinez seconds the motion. Motion carried.
9. Discussion and Action on Survivor Benefit for Ms. Balleza. Benefit for Ms. Balleza is \$1,811.28 as of December 31, 2025. Ida Martinez makes first motion to approve Ms. Balleza's benefit pay. Christina Sanchez seconds the motion. Motion carried.
10. Discussion and Action on Audit for 2025. Christina Sanchez makes first motion to table item #10 till Stephanie Sarrionandia inquires on our contract with current Auditors. Ida Martinez seconds the motion. Motion carried.
11. Discussion and Action on board of trustees still need training per PRB. No action. Christina Sanchez completed training online.
12. Discussion and Action for next board meeting. January 21, 2026 @ 4:00 P.M. Christina Sanchez makes first motion to approve the next board meeting date and time. Honorable Ricardo Guerra seconds the motion. Motion carried.
13. Chair's Report. None
14. Adjournment. Ida Martinez makes first motion to adjourn the meeting at 5:40 P.M., Christina Sanchez seconds the motion. Motion carried.

*Boris  
Esparza*

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Boris Esparza, Chairman

*Rafael Perez*

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Rafael Perez, Secretary