

**CITY OF FREEPORT**  
**ECONOMIC DEVELOPMENT CORPORATION**  
200 West 2<sup>nd</sup> Street, Freeport, Texas 77541

**MINUTES**

STATE OF TEXAS            )  
  )  
COUNTY OF BRAZORIA    )  
  )  
CITY OF FREEPORT        )

BE IT REMEMBERED that the Economic Development Corporation of the City of Freeport met on Tuesday, June 11, 2019 at 6:00 p.m. in the City Hall Conference Room, located at 200 West 2<sup>nd</sup> Street, Freeport, TX, for the purpose of considering the agenda items.

**MEMBERS OF THE BOARD PRESENT:**            Quorum Present

Trey Sullivan – President  
Ed Garcia  
Lesa Girouard  
Jeff Pena  
Mingo Marquez Jr.  
Marinell Music

Tim Kelty: City Manager  
Chris Duncan: Attorney  
Kenneth Green: City Council Liaison  
Stephanie Russell: Finance Director

**Visitors in Attendance:**  
Melanie Oldham

- I. **OPEN SESSION:**  
Mr. Sullivan opened the meeting at 6:06 p.m. A quorum was present.  
Tray Sullivan, Jeff Pena, Edward Garcia, Lesa Girouard, Mingo Marquez Jr, and Marinell Music
  
- II. **INVOCATION AND PLEDGE**  
Chris Duncan led the invocation. Trey led the pledge.
  
- III. **CITIZEN COMMENTS:**  
Mr. Sullivan announced the opportunity for any visitors present to address the board.  
No citizen present made a comment.

**IV. SWEARING IN OF NEW OR RE-APPOINTED BOARD MEMBERS.**

Marinell Music, Mingo Marquez Jr., Lesa Girouard were sworn in.

**V. ELECTION OF OFFICERS**

President: Trey Sullivan was nominated by Marinell Music, Nomination second by Lesa Girouard, PASSED.

Vice President: Marinell Music was nominated by Jeff Pena, Nomination second by Ed Garcia, PASSED.

Secretary: Mingo Marquez Jr. was nominated by Jeff Pena, Nomination second by Ed Garcia, PASSED.

Treasurer: Jeff Pena was nominated by Mingo Marquez Jr., Nomination second by Marinell Music, PASSED.

**VI. BOARD TRAINING – CHRIS DUNCAN**

Chris described the function of a 4B corporation, the board's duties, being respectful of others opinions on the board and that of the community. Chris talked about Public Meeting act requirements, Open Records, and Public Information Act. Courtland stated that he will be sending the entire board links to the Attorney General's web site for the board to view the videos and take the test and print them out by next board meeting so that all board members know what is required of them as a public body Courtland also stated that when TEDC is having its Sale Tax Training classes later this year in Houston by the Hobby airport that he would like them to attend as he is noticing more council and EDC board members attending as it is more than just on sales tax but what you can and cannot do as projects..

**VII. APPROVAL OF MINUTES**

**a. Meeting Minutes for May 14, 2019:**

Amended to correct the name on Signature from Lora to Laura on Agenda. Motion to Approve Meeting Minutes as corrected was made by Marinell Music, seconded by Mingo Marquez Jr. Motion PASSED unanimously.

**b. Financial Report**

Reviewed the June 2019 Financial Report. Motion was made by Jeff Pena to Accept the June 2019 Financial Report, seconded by Lesa Girouard. Motion PASSED.

**VIII. Discussion and Action Items:**

**1. Municipal Financial Advisor Service.**

Discussed the need for a Municipal Financial Advisor Service as presented by Stephanie Russel. Reviewed Masterson Advisors LLC to serve as the Corporation's Municipal Advisor. Motion was made to authorize Stephanie Russell – Financial Director to effectuate an Agreement for Municipal Advisor Services provided by Masterson Advisors LLC upon review and approval of engagement letter by FEDC attorney Chris Duncan by Mingo Marquez Jr., seconded by Marinell Music. Motion PASSED.

**2. Freeport Trade Days.**

Discussion about Freeport Trade Days to be held in Downtown Freeport. Marinell Music will continue to update us on the event.

**3. Advertisement with FDI (Foreign Direct Investment) Alliance Magazine.**

Discussion was held about Promoting the City of Freeport in European Union and the US. Courtland Holman recommended FDI Alliance. Advertisement packages were reviewed. Motion was made to purchase an advertisement package with FDI Alliance for \$ 15,000.00 by Marinell Music, seconded by Edward Garcia. Motion PASSED.

**4. Advertisement with Expansion Solutions Magazine.**

Discussion was held about Promoting the City of Freeport in the United States and Internationally. Courtland Holman recommended Expansion Solution Magazine who not only puts ads in Magazine but also attends conferences throughout the US giving City of Freeport exposure and FEDC leads. Advertisement packages were reviewed. Motion was made to purchase an advertisement package with Expansion Solutions for \$17,000.00 by Marinell Music, seconded by Jeff Pena. Motion PASSED.

**5. Daily Supervision of FEDC Director.**

Discussion was held in regards to FEDC Director's daily supervision. No changes the Director will continue to be under the direct supervision of the City Manager.

**IX. Director Report**

Directors Report given by FEDC Director Courtland Holman

**X. MOTION TO ADJOURN**

Motion to adjourn was made by Les Girouard, seconded by Mr. Garcia. Motion Passed. Meeting adjourned at 9:30 p.m.



**Mingo Marquez Jr.**  
Corporation Secretary