

**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 Monday, March 25, 2019 at 6:00 pm 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  
Mark Fruidenberg  
Ed Garcia  
Lesa Girouard  
Marinell Music

Tim Kelty: City Manager  
Chris Duncan: Attorney  
Kenneth Green: City Council Liaison

**Visitors in Attendance:**  
Melanie Oldham

1.     **OPEN SESSION:**  
      Mr. Sullivan opened the meeting at 6:04 p.m.. A quorum was present. Sullivan, Fruidenberg, Garcia, Girouard, and Music.
  
2.     **APPROVAL OF MINUTES - from March 19, 2019:**  
      **MOTION** made by Ms. Music to accept the minutes, seconded by Mr. Garcia. Motion **PASSED** unanimously.
  
3.     **CITIZEN COMMENTS:**  
      Mr. Sullivan announced the opportunity for any visitors present to address the board. No citizens commented.

**4. CATALYST COMMERCIAL**

Mr. Kely presented the proposed Professional Services Agreement from Catalyst Commercial, Inc. He recommended that:

Ms. Girouard recommended the EDC hire Catalyst only for Retail Activation Strategy as specifically set forth in Schedule 1.

Ms. Music recommended that reimbursables should require production of receipts.

Ms. Music brought up the issue of insurance for discussion.

Board discussed the possible risk regarding indemnification.

**MOTION** to approve contract with following revisions to be made by Duncan was made by Ms. Girouard and seconded by Ms. Music:

- a. Limit scope of work to only items on Schedule 1;
- b. Remove hourly rates;
- c. Require production of paid receipt to receive reimbursements;
- c. Completion deadline May 17, 2019
- d. Request removal of indemnification language.

Motion **PASSED** unanimously.

Mr. Sullivan invited Mr. Kely and Mr. Green into executive session.


**OPEN SESSION CLOSED AT 6:30.**

**EXECUTIVE SESSION BEGINS AT 6:31**

**EXECUTIVE SESSION ENDS AT 7:32**

**5. MOTION TO ADJOURN**

Motion to adjourn was made by Mr. Garcia, seconded by Mr. Fruidenberg.  
Motion **PASSED** unanimously.

  
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**Trey Sullivan, President**