



**FREEPORT ECONOMIC DEVELOPMENT CORPORATION**

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# **REGULAR BOARD MEETING**

**FREEPORT POLICE DEPARTMENT**

**MUNICIPAL COURT ROOM, 430 NORTH  
BRAZOSPORT BOULEVARD, FREEPORT TEXAS**

**Tuesday, February 11, 2020, 6:00 p.m.**

**DIRECTORS:**

<b>Trey Sullivan:</b>	<b>President</b>
<b>Marinell Music:</b>	<b>Vice President</b>
<b>Jeff Pena:</b>	<b>Finance</b>
<b>Mingo Marquez:</b>	<b>Secretary</b>
<b>Ed Garcia</b>	
<b>Lesa Girouard</b>	
<b>Kenny Hayes</b>	

**Courtland Holman: Executive Director**  
**Tim Kelty: City Manager (Ex-Officio)**  
**Christopher Duncan: Attorney**  
**Kenneth Green: Council Liaison**

**FREEPORT ECONOMIC DEVELOPMENT CORPORATION**  
**MEETING AT FREEPORT POLICE DEPARTMENT MUNICIPAL COURT ROOM**  
**430 NORTH BRAZOSPORT BOULEVARD, FREEPORT TEXAS**  
**REGULAR BOARD MEETING AGENDA**  
Tuesday, February 11, 2020, 6:00 p.m.

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**I. Call to Order**

**II. Invocation and Pledge**

**III. Citizen Comments**

Citizens allotted 3 minutes for comments

**IV. Consent Agenda**

Consent Agenda items are considered to be routine in nature and may be acted upon in one motion. Any item requiring additional discussion may be withdrawn from the Consent Agenda by Board Member or Executive Director and acted upon separately.

- a. Approve Meeting Minutes for January 14, 2020 Regular Board Meeting.
- b. Approve December 2019 Financial Statement.

**V. Executive Session – Adjourn into Executive Session**

It is now \_\_\_\_\_ p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation February 11, 2020 meeting and do hereby convene an executive session, said executive session authorized under the following sections of the Texas Government Code: (1) Government Code, Section 551.087 (Economic and Community Development Matters), 551.072 (Deliberations about Real Property).

**In Accordance with the Texas Government Code:**

- A. Section 551.087 (Economic and Community Development Matters)
  1. Proposals for a housing development on City property
  2. Discussion and Presentation of Manufacturing development and possible discussion of incentives
- B. Section 551.072 (Deliberations about Real Property).
  3. Discussion and possible action regarding purchase and disposition of real property

**Reconvene into Open Session**

**Board President's statement:**

It is now \_\_\_\_\_ p.m. and I hereby close the executive session of the Freeport Economic Development Corporation and do hereby reconvene the regular open session.

**VI. Discussion and Action**

- a. Discussion and possible action regarding Proposals for a housing development on City property
- b. Discussion and possible action regarding purchase and disposition of real property
- c. Discussion and Action of approving FDI Alliance Contact as allocated in the 2019/2020 budget.

- d. Discussion and Action of approving Expansion Solutions Magazine Contract as allocated in the 2019/2020 budget.
- e. Discussion on Vision to Grow Freeport to identify our short- and long-term plans and formalize it. (Music / Holman)
- f. Discussion of EDC Policy which is currently the City Policy. (Music / Holman)
- g. Discussion of subcommittee regarding Property Tax Abatement and Incentives
- h. Discussion and possible action regarding: (Pena / Holman)
  - (1) City Wi-Fi in downtown, parks and other areas
  - (2) Development of Bryan Beach entry and possible long term goals

**VII. Executive Director's Report**

**VIII. Adjourn**

**Executive Session Disclosure Statement: The FEDC Board of Directors reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).**

**If any accommodations for a disability are required please notify the FEDC office at 979-871-0121 at least two (2) working days prior to the date of the meeting.**

**Posted at 200 W. 2ND STREET, Freeport, TX, in accordance with the Texas Government Code, Chapter 551, on Tuesday the 7th day of February 2020 by 5:00p.m.**



**COURTLAND HOLMAN, Executive Director**



**Betty Wells, City Secretary  
City of Freeport Texas**

# IV Consent Agenda

## Agenda Item IV -a

### 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, January 14, 2020 at 6:00 p.m. in the Freeport Police Department Municipal Court Room, located at 430 North Brazosport, Freeport, TX, for the purpose of considering the agenda items.

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

Trey Sullivan- President  
Lesa Girouard  
Jeff Pena  
Ed Garcia  
Kenny Hayes  
Marinell Music

Tim Kelty: City Manager  
Chris Duncan: Attorney  
Stephanie Russell: Finance Director

**Visitors in Attendance:**  
Flora Green

I.       **OPEN SESSION:**

Mr. Sullivan opened the meeting at 6:00 P.M. A quorum was present. Trey Sullivan, Lesa Girouard, Jeff Pena, Ed Garcia, Marinell Music and Kenny Hayes.

II.      **INVOCATION AND PLEDGE**

No action

**III. CITIZEN COMMENTS:**

Mr. Sullivan announced the opportunity for any visitors present to address the board. No citizens commented.

**IV. CONSENT AGENDA**

**A) APPROVE MEETING MINUTES FOR DECEMBER 10, 2019 REGULAR BOARD MEETING.**

**MOTION** made by Ms. Girouard to approve the minutes for December 10, 2019 regular board meeting, **seconded** by Ms. Music. Motion **PASSED** unanimously.

**B) APPROVE NOVEMBER FINANCIAL STATEMENT**

**MOTION** made by Mr. Hayes to approve November financial statement, **seconded** by Ms. Music. Motion **PASSED** unanimously.

**V. EXECUTIVE SESSION-ADJOURN INTO EXECUTIVE SESSION**

It is now 6:44 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation January 14, 2019 meeting and do hereby convene an executive session, said executive session authorized under the following sections of the Texas Government Code: (1) Government Code, Section 551.087 (Economic and Community Development Matters), 551.072 (Deliberations about Real Property).

**In Accordance with the Texas Government Code:**

- A. Section 551.087 (Economic and Community Development Matters)
  - 1. Proposal for a housing development on City property.
- B. Section 551.072 (Deliberations about Real Property).
  - 2. Discussion and possible action regarding purchase and disposition of real property.

**Reconvene into Open Session**

It is now 7:00 p.m. and I hereby close the executive session of the Freeport Economic Development Corporation and do hereby reconvene the regular open session.

**VI. DISCUSSION AND ACTION**

**A. DISCUSSION REGARDING HIRING ADDITIONAL EDC STAFF**

Mr. Holman said in the packet each of the member was given included a job description which is only for discussion and would also have to be discussed financially if it is afforded to do so. Mr. Holman stated some of the duties he would want additional EDC staff to perform which is an Analyst Admin position. Mr. Holman said also when time progresses the Downtown Realization plan, Master Park plan, Annexation plan or any plan made the public would have to be involved and the Analyst Admin position would oversee managing these meetings. Mr. Holman stated he would need the person hired for this position to go around and work with existing businesses to do business retention visits and would also like some of the board members to participate. Mr. Holman said he has used the job description for the previous cities he has worked in and is using the same template. Mr. Holman said he has several people that have shown interest and one being the previous intern which he believes has his degree in Urban Planning. Mr. Holman stated when doing the interview process he usually does a round table with a public person, City staff and EDC board member to have both public and private people in the interview process to find out if the person is qualified to interact with the community as well as the staff. Ms. Music commented she expects Mr. Holman to be really busy soon because when they were at the ICSC Conference in Fort Worth a lot of businesses showed interest. Ms. Girouard said if the EDC board expects Mr. Holman to do what he was hired to do she does not see how he will be able to do all his tasks and also do administrative office work as well so she believes it is a good idea to hire additional staff. Mr. Kelty said to the EDC board that Mr. Holman can use City's existing staff and also in the future he may say to the EDC to share the cost of an employee that EDC and City are using. Mr. Duncan said these decisions are usually made during budget process and he know Mr. Holman is doing a lot of work and is sometimes overwhelm. Ms. Girouard and Mr. Hayes said to Mr. Holman to try City staff for a few months and see how it works out. Mr. Sullivan said he would like to hear the conversation between Mr. Holman and Mr. Kelty figuring out what kind of staff and how many hours can be allocated. Mr. Sullivan also stated it is their duty as a board to give Mr. Holman the necessary tools to be a successful Executive Director.

**VII. EXECUTIVE DIRECTOR'S REPORT**

Directors Report given by FEDC Director Courtland Holman.

**VIII. ADJOURN**

**MOTION** to adjourn was made by Marinell Music, **seconded** by, Lesa Girouard. Motion **PASSED** unanimously. Meeting adjourned at 7:37 p.m.

## Agenda Item #IV -b

# Freeport Economic Development Corporation

**Title:** Monthly Financial Report

**Date:** February 11, 2020

**From:** Stephanie Russell, Assistant City Manager/Finance Director

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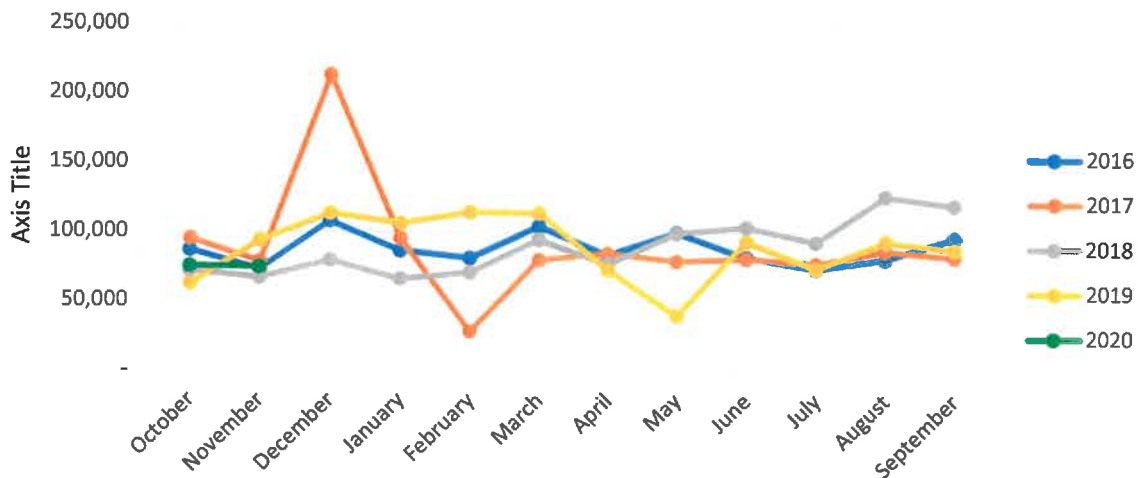
**Staff Recommendation:** N/A

**Item Summary:**

The attached financial report is through December 31, 2019.

- Sales Tax Revenue through November (received in January) was over \$150,305, which is slightly down from last year (-3.9%) and also under budget (-5.8%). Staff has requested the confidential report to understand what is driving the change.

FEDC Sales Tax Revenue by Year



- All expenditures are trending under budget for the period. There are also two accounts showing credits due to voided checks issued the prior year.

**Special Considerations:** N/A

**Financial Impact:** Overall, net Revenue less Expenditures for the period is -\$680,780. This is due to the final payment made to the First State Bank of Clute (\$765,160.98). The Corporation also received a transfer of \$300,000 in November from the City per the recent 380 Agreement.

FEDC	FY19 Actual*	Current Budget	Actual YTD
Beginning Fund Balance*	223,022	682,270	706,155
Revenue	1,078,325	1,200,120	150,305
Expenditures	595,192	1,170,083	831,086
Revenue Less Expenditures	483,133	30,037	-680,780
Plus, Transfers In	0	0	300,000
<b>Ending Fund Balance</b>	<b>706,155</b>	<b>712,307</b>	<b>325,375</b>

*\*Unaudited*

**Board or 3<sup>rd</sup> Party recommendation:** N/A

**Supporting Documentation:** Revenue & Expense Report



CITY OF FREEPORT  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

30 -ECONOMIC DEVELOPMENT FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 28.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>REVENUE SUMMARY</b>						
ALL REVENUE	1,200,120	0.00	150,305.41	0.00	1,049,814.59	12.52
TOTAL REVENUES	1,200,120	0.00	150,305.41	0.00	1,049,814.59	12.52
<b>EXPENDITURE SUMMARY</b>						
<b>ECONOMIC DEVELOPMENT FUND</b>						
SALARIES	52,512	7,607.30	20,727.79	0.00	76,190.21	20.96
BENEFITS	31,650	2,555.25	7,268.96	0.00	24,421.04	22.94
SUPPLIES	7,500	0.00	115.42	0.00	7,615.42	1.54
SERVICES	725,975	930.00	10,638.00	45,000.00	676,340.00	7.63
SUNDRY	29,000	0.00	940.59	0.00	27,059.41	3.36
DEBT SERVICE	0	0.00	765,160.92	0.00	765,160.92	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	895,037	11,132.55	304,617.90	45,000.00	45,465.10	94.92
<b>TRANSFERRED TO</b>						
INTERFUND TRANSFERS	278,000	13,234.00	26,468.00	0.00	245,532.00	9.62
TOTAL TRANSFERRED TO	278,000	13,234.00	26,468.00	0.00	245,532.00	9.62
<b>TRANSFERRED FROM</b>						
INTERFUND TRANSFERS	0	0.00	300,000.00	0.00	300,000.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	300,000.00	0.00	300,000.00	0.00
TOTAL EXPENDITURES	1,170,037	24,366.55	531,085.90	45,000.00	552,997.10	49.23
REVENUE OVER/(UNDER) EXPENDITURES	30,083	24,366.55	350,750.49	45,000.00	455,817.49	1,417.52

CITY OF FREEPORT  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

30 -ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 28.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
30-312-3TAX - SALES EDC	1,200,000	0.00	150,305.41	0.00	1,049,694.59	12.53
30-360-1INTEREST INCOME	120	0.00	0.00	0.00	120.00	0.00
TOTAL REVENUE	1,200,120	0.00	150,305.41	0.00	1,049,814.59	12.52

CITY OF FREEPORT  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

30 -ECONOMIC DEVELOPMENT FUND  
DEPARTMENT - ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>SALARIES</b>						
30-407-100 SALARIES/WAGES	93,150	6,920.36	15,346.97	0.00	74,803.03	20.23
30-407-165 EDUCATIONAL FAY	1,500	115.40	346.20	0.00	1,153.80	23.05
30-407-175 LONGEVITY	65	0.00	0.00	0.00	65.00	0.00
30-407-180 AUTO ALLOWANCE	3,600	461.54	1,324.62	0.00	2,275.38	31.46
30-407-181 CELL PHONE ALLOWANCE	500	50.00	152.00	0.00	348.00	25.60
TOTAL SALARIES	99,815	7,607.30	20,727.79	0.00	78,187.21	20.95
<b>BENEFITS</b>						
30-407-201 F I C A & MEDICARE	7,500	534.32	1,440.65	0.00	6,059.35	15.21
30-407-210 GROUP INSURANCE	9,500	955.24	2,875.65	0.00	6,624.35	25.34
30-407-230 T M R S	14,000	1,102.12	2,952.59	0.00	11,047.41	21.09
30-407-240 WORKMEN'S COMPENSATION	270	0.00	0.00	0.00	270.00	0.00
30-407-261 UNEMPLOYMENT INSURANCE	120	0.00	0.00	0.00	120.00	0.00
TOTAL BENEFITS	31,690	2,595.28	7,269.96	0.00	24,420.04	22.54
<b>SUPPLIES</b>						
30-407-310 OFFICE/COMPUTER SUPPLIES	2,000	0.00	0.00	0.00	2,000.00	0.00
30-407-311 POSTAGE/SHIPPING	200	0.00	0.00	0.00	200.00	0.00
30-407-312 BOOKS/PUBL/SUBSCRIPTIONS	3,000	0.00	101.36	0.00	2,898.64	3.38
30-407-313 PRINTING	500	0.00	0.00	0.00	500.00	0.00
30-407-351 FURNITURE & FIXTURES	1,000	0.00	0.00	0.00	1,000.00	0.00
30-407-359 OTHER SUPPLIES	500	0.00	14.06	0.00	485.94	1.76
TOTAL SUPPLIES	7,500	0.00	115.42	0.00	6,384.54	1.54
<b>SERVICES</b>						
30-407-411 WATER	500	0.00	0.00	0.00	500.00	0.00
30-407-413 PROFESSIONAL SERVICES	257,000	600.00	1,900.00	45,000.00	255,500.00	15.76
30-407-414 BANK CHARGES	100	0.00	0.00	0.00	100.00	0.00
30-407-416 PROFESSIONAL FEES-AUDITOR	4,000	0.00	0.00	0.00	4,000.00	0.00
30-407-417 PROFESSIONAL FEES-LEGAL	30,000	0.00	0.00	0.00	30,000.00	0.00
30-407-430 ADVERTISING	65,000	0.00	0.00	0.00	65,000.00	0.00
30-407-434 MARKETING	20,000	330.00	330.00	0.00	19,670.00	1.65
30-407-435 SPECIAL PROJECTS	267,500	0.00	0.00	0.00	267,500.00	0.00
30-407-440 ELECTRICITY	2,000	0.00	0.00	0.00	2,000.00	0.00
30-407-499 OTHER SERVICES	42,500	0.00	1,525.00	0.00	40,975.00	15.74
TOTAL SERVICES	728,570	930.00	20,635.00	45,000.00	678,445.00	7.63
<b>SUNDRY</b>						
30-407-602 SEMINARS/DUES/TRAVEL	27,000	0.00	940.55	0.00	26,059.45	3.45
30-407-699 OTHER - SUNDRY	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL SUNDRY	28,000	0.00	940.55	0.00	27,059.45	3.35
<b>DEBT SERVICE</b>						
30-407-700 PRINCIPAL	0	0.00	763,301.42	0.00	763,301.42	0.00
30-407-710 INTEREST EXPENSE	0	0.00	1,559.56	0.00	1,559.56	0.00
TOTAL DEBT SERVICE	0	0.00	765,160.98	0.00	765,160.98	0.00

CITY OF FREEPORT  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2019

30 -ECONOMIC DEVELOPMENT FUND  
DEPARTMENT - ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CAPITAL OUTLAY</b>						
TOTAL ECONOMIC DEVELOPMENT FUND	895,085	11,132.58	304,617.58	45,000.00	45,465.10	34.91

CITY OF FREEPORT  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2019

30 -ECONOMIC DEVELOPMENT FUND  
 DEPARTMENT - TRANSFERRED TO

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>INTERFUND TRANSFERS</b>						
30-700-010 TRANSFER TO GENERAL FUND 01	50,000	0.00	0.00	0.00	50,000.00	0.00
30-700-034 TRANSFER TO E.D.C DEBT SERV	225,000	13,234.00	26,468.00	0.00	169,532.00	11.76
TOTAL INTERFUND TRANSFERS	275,000	13,234.00	26,468.00	0.00	249,532.00	9.62
TOTAL TRANSFERRED TO	275,000	13,234.00	26,468.00	0.00	249,532.00	9.62

## VI. Discussion and Action

### VI-c

# Freeport Economic Development Corporation Agenda Item #VI-c

**Title:** Authorizing the President to Execute any and All Documents Necessary to Effectuate an Agreement for Advertisements.

**Date:** February 11, 2020

**From:** Courtland Holman, Executive Director

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**Staff Recommendation:**

Staff recommends entering an agreement with Foreign Direct Investment Magazine.

**Item Summary:**

The FEDC is currently advertising the City internationally with FDI in order to attract developers to the city various marketing efforts are need both electronic and print. Our current contract will soon expire. Courtney the CEO of FDI is maintaining his current pricing with FEDC. Courtney has been made aware of the board meeting is not February 2 but February 11 and will hold pricing. FDI will assist in lead generation publication.

**Background Information:**

FDI Alliance Magazine was presented to the board at the Regular May 2019 meeting with the contract being approved in June 2019 with a budget adjustment for the 2018/2019 fiscal year. The 2019/2020 budget has now been approved by the FEDC board and City Council with unspent funds until our existing contract expires with FDI which will be with the next issue in March. FDI Alliance has been marketing the City of Freeport in the European Union as well as other countries in order to attract Industrial, Manufacturing, Warehousing, and potentially Retail. They will also help with social media as part of their service to Freeport.

This far FDI has not met anyone on our behalf however we have created a new innovative branding for Freeport and have marketed us as a destination in a new innovative manner.

This year they are attend conferences and use the power of social media and lead targeting to ensure we promote the City of Freeport as a great location for business in the state of Texas.

**Special Considerations:**

None

**Financial Impact:**

\$15,000 (Budgeted)

**Board or 3<sup>rd</sup> Party recommendation:**

N/A

**Supporting Documentation:**  
Attached Contract



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## CONTRACT BETWEEN FDI GLOBAL & THE CITY OF FREEPORT TEXAS 2020/21

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Courtland,

As we move into 2020 I'm very excited to that you have chosen Fdi Global to showcase the City of Freeport to international investors and decision makers around the world.

Please see the reduced offer below, I have done my absolute best to ensure the best value in print and digital media for the City of Freeport Texas.

Please review the package below :

### JULY 2020 ISSUE

- Outside Back Cover

(Premium Position)

- 2 page Q&A with Courtland Holman or a member of the executive team in the Texas section
- Digital magazine presence and banner on website
- 5 new leads generated
- Diital campaign ( 2 weeks )
- Company logo on front cover.

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UK +44 20 8720 6702



20-22 Winlock Road  
London N1 7GU



info@fdiallianceint.com  
Courtney.m@fdiallianceint.com





#### NOVEMBER 2020 ISSUE

- Inside front cover
- 4 page location spotlight focusing on the city of Freeport Texas we will include cost of living , business climate , incentives, diversity , workforce , talent and quality of life.
- 5 new industry sector leads generated
- Digital campaign ( 2 weeks ) – Facebook, Instagram and LinkedIn

#### March 2021 ISSUE

Front cover or inside front cover

2 – 4 page testimonial focusing on existing businesses in the city of Freeport and why they continue to do business in your community.

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You will also receive :

- \* Presence in our Interactive Digital magazine.
- \* Social media marketing / Facebook targeted advertising campaigns as stated.
- \* Introducing your region to our new followers socially. These markets include the Middle East, South American & China.

The total cost for this package is \$15,000 reduced from \$21,486

Total savings over 12 months = \$6486

As this is a reduced we would need to be confirm via email and process the week of your board meeting ( February 2nd ) to secure this annual booking at the reduced rate.

Courtland we look forward to working with you through 2020 and continuing to promote your location as the place to be in Texas.

UK +44 20 8720 6702



20-22 Wenlock Road  
London, N1 7GU



Info@fdiallianceint.com  
Courtney.m@fdiallianceint.com





Please sign and return below

Courtney Margetson  
Executive Publisher

X: \_\_\_\_\_

Date: \_\_\_\_\_

Courtland Holman  
Executive Director

X \_\_\_\_\_

Date \_\_\_\_\_

Kind regards

Courtney Margetson  
CEO / Executive Publisher  
January 24th, 2020

UK: +44 20 8720 6702



20-22 Wentlock Road  
London, N1 7GU



info@fdiallianceint.com  
Courtney.m@fdiallianceint.com





VI-d

# Freeport Economic Development Corporation

## Agenda Item #VI-d

**Title:** Authorizing the President to Execute any and All Documents Necessary to Effectuate an Agreement for Advertisements.

**Date:** February 11, 2020

**From:** Courtland Holman, Executive Director

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**Staff Recommendation:**

Staff recommends entering an agreement with Foreign Direct Investment Magazine.

**Item Summary:**

The FEDC is currently advertising the City internationally with FDI in order to attract developers to the city various marketing efforts are need both electronic and print. Our current contract will soon expire.

**Background Information:**

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**Special Considerations:**

None

**Financial Impact:**

\$15,000 (Budgeted)

**Board or 3<sup>rd</sup> Party recommendation:**

N/A

**Supporting Documentation:**

Attached Contract

# EXPANSION<sup>®</sup>

Where Progressive Companies Meet Growing Communities **SOLUTIONS**

## Insertion order

Date 1/22/2020  
 Company Freeport Economic Development Corporation  
 Address 200 W 2nd Street, 2nd FL, Ste. 237  
 City Freeport State TX Zip 77541  
 Phone (979) 233-3526  
 Email cholman@freeport.tx.us  
 Contact: Courtland Holman

Agency \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_  
 E-Mail \_\_\_\_\_  
 Contact \_\_\_\_\_

### Advertising Schedule

Frequency:	1x	2x	3x	4x	5x	6x
2020 Issues:	Jan/Feb	Mar/Apr	<u>May/June</u>	<u>July/Aug</u>	<u>Sept/Oct</u>	<u>Nov/Dec</u>
2021 Issues:	<u>Jan/Feb</u>	<u>Mar/Apr</u>	May/June	July/Aug	Sept/Oct	Nov/Dec

<b>Ad Size:</b>	<b>Premium Position:</b>	<b>Artwork:</b>
<input checked="" type="checkbox"/> FULL <input type="checkbox"/> 1/3 <input type="checkbox"/> 2/3 <input type="checkbox"/> 1/4 <input type="checkbox"/> 1/2 <input checked="" type="checkbox"/> Adveritorial <input type="checkbox"/> Online: _____	<input type="checkbox"/> Inside Front Cover <input checked="" type="checkbox"/> Facing Inside Front Cover <input type="checkbox"/> Facing Table of Contents <input type="checkbox"/> Facing Editor's Letter <input type="checkbox"/> Notes: _____	<input type="checkbox"/> Facing Masthead <input type="checkbox"/> Facing Inside Back Cover <input checked="" type="checkbox"/> Inside Back Cover <input type="checkbox"/> Back Cover <input type="checkbox"/> Centerfold
		<input type="checkbox"/> Design <input type="checkbox"/> Pick-up <input type="checkbox"/> Pick-up w/ Change <input checked="" type="checkbox"/> Sending Emailing

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**Total Cost :** \$17,000 USD  
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**Addition Information: One-Time Invoice - February 2020**

May/June '20 - Full-Page (Ports)
July/Aug '20 - Full-Page Ad (Facing Inside Front Cover)
Sept/Oct '20 - Full-Page Ad (Facing Inside Front Cover)
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Mar/Apr '21 - Full-Page Ad & Full-Page Adveritorial (Texas State Review Issue)

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This transaction constitutes the entire agreement between our company and the customer and signifies the customer's acknowledgment of the same. Failure to make payment when agreed is basis for legal action to be taken and customer agrees to pay all costs of collection, including but not limited to a reasonable attorney fee. The customer hereby waives all right of exemption under the constitution and laws of Alabama and the United States. Terms are due upon receipt and all payments received after 30 days are subjected to a 1.12% late charge. All ads are non-cancelable unless done so in writing prior to closing date of beginning issues. Special Rates will be charged back at full media rate if contracts are not fulfilled. All artwork, is due on or before closing date.

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# About Expansion Solutions Magazine

**55,000** < 20,000 Print Circulation  
 35,000 Digital Magazine Recipients



► Expansion Solutions (ES) is a leading media outlet for world-class economic development content, key industry-related trends, education, and breaking economic development news. ES facilitates connections between expanding companies and economic development professionals while assisting in the growth and maintenance of key relationships between a vital community of business professionals with their fingers on the pulse of economic development.

Through our bi-monthly digital and print magazine, website, LeadGen Program, eNewsletter, social media and digital campaigns - ES has created a multi-layer platform for C-level executives, site location consultants, commercial real estate brokers and economic development organizations to exchange ideas and collaborate.

As a full-service, multi-media company with a complete suite of tools available for branding, marketing, public relations, and business recruitment assistance, ES provides a full spectrum of services and assists in bridging the gap between corporate decision makers and public and/or private agencies seeking investment. Our mission is to provide outstanding, current event driven content to inform our readers of the latest trends, news, legislation, financial programs and insights crucial to facility planning.

## ► Digital Viewership 175,000 +/-

### ExpansionSolutionsMagazine.com

- Average Monthly Website Views: 175,000 +/-
- Average Monthly Unique visits: 41,700 +/-
- Newsletter Recipients: 30,000 +/-
- RSS Feed: 23,200 (Average Monthly Views) +/-
- Social Media: • Twitter Followers: 2,200 +/- • LinkedIn followers: 4,300 +/-

## Online

As a widely-used resource for professionals seeking content, information and research regarding site location or facility planning, industry trends, directory listings and much more, ExpansionSolutionsMagazine.com yields an average yearly viewership of over two million. This ensures online content and advertisements will be seen by the most qualified professionals who are actively engaged in business expansion and facility planning projects.

## ► Circulation

The readership of Expansion Solutions Magazine is comprised of more than 55,000 of the most powerful decision makers involved in corporate expansion and site selection. Additionally, ES provides its advertisers with bonus distribution at key industry related conferences which correspond with highly-targeted industries featured throughout the editorial calendar. The ES digital edition, as well as archived issues are available at [ExpansionSolutionsMagazine.com](http://ExpansionSolutionsMagazine.com).

## ► Digital Media Campaigns

Our Digital Media campaigns with real-time reporting, utilize the large, yet extremely targeted database of key decision makers and influencers developed by ES through numerous proprietary resources. Our unique database can direct your display or video ads to our exclusive audience through social media channels and millions of websites across the internet. This allows you to connect with ideal prospects on a tremendous scale while working together with print/digital advertising to create an unparalleled, cohesive marketing impact for your organization.

## ► LeadGen Program

At each industry-specific conference attended, the ES staff personally interviews companies to identify site/facility planning or expansion/relocation needs. This invaluable ground intelligence is shared with our advertisers through a secure portal, providing an exportable database and resource for the promotion of their locations, site/buildings, etc. across multiple channels (digital media campaigns, email marketing, eNewsletters, direct mail, cold calling, etc.). Consistent contact with these potential prospects can lead to more RFI's, RFP's and site visits. This added-value service has generated unrivaled results for ES advertisers, elevating their on-going business recruitment efforts to the next level.

2020

# Conferences & Expos Calendar of Events

## January



**IPPE 2020**  
 January 28-30 – Atlanta, GA

## February



**Georgia Foreign Trade Conference (GFTC)**  
 February 2-4 – Sea Island, GA

## March



**MODEX (Supply Chain & Logistics)**  
 March 9-12 – Atlanta, GA



**Mid-America Trucking Show**  
 March 26-28 – Louisville, KY

## April



**MRO Americas**  
 April 28-30 – Dallas, TX

## May



**RECon**  
 May 17-19 – Las Vegas, NV

## June



**Bio International Convention (Biotech/Pharma)**  
 June 8-11 – San Diego, CA

## August



**Great American Trucking Show**  
 August 27-29 – Dallas, TX

## September



**IMTS 2020\***  
 September 14-19 – Chicago, IL



**State of the Port Address**  
 TBA – Savannah, GA



**Breakbulk Americas\***  
 September 29 - October 1 – Houston, TX

## October



**NBAA**  
 October 6-8 – Orlando, FL

**Southern Automotive Conference\***  
 October 7-9 – Biloxi, MS



**IEDC**  
 October 11-14 – Dallas, TX

## November



**FABTECH**  
 November 18-20 – Las Vegas, NV

*\* Bin Distribution Only*

## LeadGen Program

At each industry-specific conference attended, the ES staff personally interviews companies to identify site/facility planning or expansion/relocation needs. This invaluable ground intelligence is shared with our advertisers through a secure portal, providing an exportable database and resource for the promotion of their locations, site/buildings, etc. across multiple channels (digital media campaigns, email marketing, eNewsletters, direct mail, cold calling, etc.). Consistent contact with these potential prospects can lead to more RFI's, RFP's and site visits. This added value service has generated unrivaled results for ES advertisers, elevating their on-going business recruitment efforts to the next level.

**EXPANSION. DEVELOPMENT. RELOCATION.**



All Conferences/Expos are Subject to Change without Notice.

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# Brief Conference Descriptions



**Mid-America Trucking Show** hosts over 1,000 exhibitors representing the best companies in the Heavy Duty Industry focused on networking, planning, warehouse/distribution and logistics/transportation.



**The Great American Trucking Show** is an interactive and all-encompassing public convention of trucking professionals, focusing on the transportation industry, logistics and warehousing. More than 500 exhibitors, representing truck, trailer, engine, component and parts mfgs., among many others.



**MRO Americas** is where airlines, MROs, suppliers, OEMs, regulators and industry experts converge to define the aviation maintenance industry. MRO Americas is the premier event for the commercial air transport maintenance, repair and overhaul industry.



**International Production & Processing Expo** is the world's largest annual poultry, meat and feed industry event of its kind. The 2018 IPPE featured more than 7,093 international visitors from over 124 countries with a strong attendance from Latin America and Canada.



**IMTS International Manufacturing** hosts every even year. IMTS has been the premier manufacturing technology show in the Northern Hemisphere. IMTS 2016 hosted 2,407 exhibitors, 115,612 registrants within its 1.37 million sq. ft. of floor space. IMTS attracts buyers and sellers from 117 countries.



**Breakbulk Americas** is the venue to connect with executives from leading EPCs and other large-scale shippers who are moving cargoes throughout the Americas and around the world. Exhibitors and sponsors include specialized ocean carriers, freight forwarders, ports/terminals, logistics providers, road, rail, barge and air transportation, export packers, equipment companies and more.



**NBAA-BACE** has over 25,000 aviation industry professionals, prospective aircraft owners and manufacturers. NBAA Business Aviation Convention & Exhibition is ranked as the third-largest trade show in the United States.



**FABTECH** has more than 35,000 attendees and over 1,500 exhibiting companies. FABTECH provides a convenient 'one-stop shop' venue where you can meet with world-class suppliers, see the latest industry products and developments, and find the tools to improve productivity, increase profits and discover new solutions to all of your metal forming, fabricating, welding and finishing needs.



**The BIO International Convention** is hosted by the Biotechnology Innovation Organization (BIO), which represents more than 1,100 biotechnology companies, academic institutions, state biotechnology centers and related organizations across the United States and in more than 30 other nations.



**RECon** is the world's largest global gathering of retail real estate professionals. Join leading developers, owners, brokers and retailers to conduct a year's worth of business under one roof, in record time.

### Recommended 2020/21 Package

➔ **May/June 2020:** Full Page Ad  
Suggested Placement: Ports Section

Featured Industries:

- Biotech/Pharma
- Call Centers
- Food Processing
- Ports
- Science / Tech Parks
- Rail
- Financial & Business Services

**Bonus Conference Distribution:** BIO International & Mid-America Trucking Show

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➔ **July/Aug 2020:** Full Page Ad (Great American Trucking Show – DALLAS TEXAS)  
✦ **Priority AD Placement:** (Facing Inside Front Cover)

Featured in this issue:

- High Tech
- Forestry & Lumber
- Warehouse/Distribution
- Solar
- Workforce Dev
- Agribusiness

**Bonus Conference Distribution:** Great American Truck Show and IEDC

The Great American Trucking Show is an interactive and all-encompassing public convention of trucking professionals, focusing on the transportation industry, logistics and warehousing. More than 500 exhibitors, representing truck, trailer, engine, component and parts mfgs., among many others.

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➔ **Sept/Oct 2020:** Full Page Ad  
✦ **Priority AD Placement:** (Facing Inside Front Cover)

Featured in this issue:

- Aviation
- Digital Media
- Metal Fabrication
- Outdoor Rec.
- Ports/FTZs
- Back Office

**Bonus Conference Distribution:** Breakbulk Americas (HOUSTON TEXAS), NBAA-BACE, IEDC and Fabtech

Breakbulk Americas is the venue to connect with executives from leading EPCs and other large-scale shippers who are moving cargoes throughout the Americas and around the world. Exhibitors and sponsors include specialized ocean carriers, freight forwarders, ports/terminals, logistics providers, road, rail, barge and air transportation, export packers, equipment companies and more.

### Recommended Package

- ➔ **Nov/Dec 2020:** Full Page Ad  
+ **Priority AD Placement** (Facing Inside Front Cover)

**Featured in this issue:**

- Advanced Manufacturing
- Food Production & Processing
- Certified Sites
- Oil, Gas & Coal
- Healthcare
- Reshoring

Bonus Conference Distribution: IPPE 2021 (Food Processing /Production)

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- ➔ **Jan/Feb 2021:** Full Page Ad  
+ **Priority AD Placement** (Inside Back Cover)

**Featured in this issue:**

- Medical Device Mfg
- Data Centers
- Logistics
- Plastics
- Shovel Ready Sites
- Green Development

Bonus Conference Distribution: Mid-America Trucking Show, 2021 Conference will be announced August 2020

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- ➔ **Mar/Apr 2021:** Full Page Ad & Full-Page Advertorial  
+ **Ad / Editorial Placement** **Texas State Review 2021**

**Featured in this issue:**

- Aerospace/Defense
- Retail
- Transportation
- Wind Energy
- Automotive
- Shovel Ready

Bonus Conference Distribution: 2021 Conference will be announced August 2020

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### Additional Added Value:

Full Page of Advertorial to be placed in any of the above issue in the feature/industry of choice

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Total Package: \$17,000 (One time invoice)

### Package Added Value

- ➔ **Social Media:**  
Our Digital addition of Expansion Solutions Magazine is promoted via Social Media Outlets: LinkedIn, Twitter, RSS Feeds, Blogs, etc  
Editorial included in your package will be pushed out separately through these outlets via our editor
- ➔ **LeadGen Program – 12 Month Enrollment**

## **VII. Executive Director's Report**

January 13<sup>th</sup> through February 7<sup>th</sup>

Monday January 13<sup>th</sup>

Meeting with Art Vandaveer of Heritage Bank. He will set up a meeting in the near future for me to speak with area real estate brokers and agents. We also talked about his banking services and SBA loans.

Special City Council Meeting approving the Wong MUD under the city's version was passed.

Start researching an open meeting records request. I expect it will take a couple of days

Conference call with Will Florence of Marcus and Millichap from our ICSC meeting. We will be meeting next Thursday at my office.

Conference Call with CBRE Patrick Rollins we will be setting up a meeting for the week of January 26 as he wants to add other people, if possible, from CBRE.

Phyllis Saathoff at the Port likes the theme of the FDI story and has placed me in contact with Jason at the Port that handles marketing as I will need their help along with Gary at the Alliance.

Tuesday January 14<sup>th</sup>

Meeting with a medical group that needs to expand in Freeport. I have placed them in contact with Billy for development questions and sent them some possible locations to consider.

Video conference call with Videoms regarding development of a video for Freeport EDC marketing the city.

EDC Board meeting. Finalized getting the packet together after receiving financials. Updated web site on Agenda and entire packet.

Finished in the afternoon of the Record request and handed to Betty.

In response to an email from Chris regarding business licenses and determining sales I have sent him information from past employment that I had that could be useful in Freeport.



Wednesday January 15<sup>th</sup>

Attended quarterly meeting at the Alliance as guest of Heritage Bank. I sent the board the Power Point on Thursday the 16<sup>th</sup> that Patrick Jankowski shows growth in our metro area but it will be slow and not as robust as last two years. At least it is still on positive side.

A meeting with Chris, Tim and I with Samer's development group, attorney and engineer regarding the river front developments. They will be coming back in two weeks with added details. I need to get him information and contacts this week. This was a couple hours long.

I am starting to work on ICSC Recon. Need to get flights secured asap. Then hotel and registration.

Thursday January 16<sup>th</sup>

Work on ICSC and who is going.

Work on properties and contacts with Retail Strategies. This will take a while.

Accepted meeting with Brazoria County Board of REALTORS for Wednesday January 22<sup>nd</sup> to talk to them at the request of Art from Heritage bank. I need the brokers and agents to start using our Property locator so their Freeport properties can be seen globally.

Left Curt Green, a medical building developer out of Texarkana a message to see if I can get him and the medical group to talk to develop better medical facilities.

Friday January 17<sup>th</sup>

Meeting with Doug Kirk of College Park Development regarding the City/EDC 96 lots. He is familiar with the area. I will be meeting with him again next week as he wants his engineer looking at the lot map, I gave him today.

Conference call with the Truck Stop group from New York that is looking for a location. They have contacted DOW and another site owner that I sent them. DOW has recommended an alternate location that they own. The other site owner is asking way too much for property. Therefore, based on our conversation I sent them additional properties. They are now also looking to move their sensor manufacturing to Freeport to be on the same property if a suitable location is found.

Left message with board members that are going to Recon ICSC as I need to get them flights asap.

On Monday I received from the SBDC some demographic information that I requested. Although Economic Development is not included in the Ibis World Industry reports, the SBDC did find a Profile of Brazoria County economic data for 2018 in the Stats America database. I forward this to Gary at the Alliance which he has forward to the rest of the cities and contacts at my request to better develop our city and county.

January 20<sup>th</sup>

Holiday

January 21<sup>st</sup>

Conference call with Maxx Builders from ICSC Red River conference. Sending them information via drop box for development needs in Freeport.

City Council meeting and mention ICSC Red River results and subsequent meeting and emails that have been scheduled or sent out.

Meeting scheduled for Thursday with Industrial Developer between their upper management, Tim and myself.

Conference call with Truck Stop and Tank Cleaning developer, previously mentioned, as they are actively looking for property. They have reached out to the two companies that I had already sent but they are asking too much for the property or have decided not to lease out. I have sent them other possible locations or contact. I may be meeting with them in the near future. I have placed them also in contact with Phyllis at the Port as there is port property on Hwy 36 that may be a potential site.

Set up flights for Ken Green, Marinell Music and myself for ICSC Recon. Need to confirm with Jeff and Mingo on flight timeframe. Tim has secured his flight. Once flights secured then I will be able to secure Hotel and pay fee for Recon conference.

January 22<sup>nd</sup>

Attended the Monthly Brazoria County Realtor's Luncheon. At some point I will be a guest speaker for Art Vandaveer from Heritage Bank. I need to talk to the various firms that do business in Freeport to utilize our Property Locator for free to better promote Freeport and get the properties occupied.

Staff meeting at police department

Conference call with Jennifer of Retail Strategies. In hiring Retail Strategies Lacy Beasley verbally added a Downtown Strategic Visioning Assessment as part of the contract that we have paid. I am having them amend our contract in case of audits to include the language.

**From:** Jennifer Gregory <jgregory@retailstrategies.com>

**Sent:** Wednesday, January 22, 2020 5:41 PM

**To:** Courtland Holman <cholman@freeport.tx.us>

**Subject:** Re: Downtown Strategic Visioning Assessment

Oops - I hit send too soon!

Would it better for us to execute a revised contract? Or maybe just an addendum? Let me ask our attorney tomorrow what he recommends, and we'll get you something. Short answer is yes, absolutely, we can get it in writing, but he'll probably have an idea of what the best method is! And I'll get you a digital copy of the original signed contract tomorrow as well!

Thanks so much!

Jenn

JENN GREGORY

President, Downtown Strategies

Retail Strategies

M: 662-617-1711 | F: 205-313-3677

[www.retailstrategies.com](http://www.retailstrategies.com)

January 23<sup>rd</sup>

9AM meeting at the Alliance for EDC round table with other cities. I will be providing Gary info to send out to group per request.

Meeting from ICSC Red River with Will Florence of Marcus and Millichap. We discussed needs of the city for Retail and Housing Development. We also discussed Industrial development. We toured the city until we ran out of time as I had a 3:30 conference call with an industrial development.

Tim and I on a conference call for a chemical industrial development. They are talking to the brokerage firm I sent to them representing the site. We will have a follow-up meeting in the near future, likely in person where I will be bringing in the various people and organizations to answer their questions and incentive needs.

I talked to Tim that the EDC sub-committee will need to meet soon to discuss Property Tax Abatement requirements that will be recommended to the City Council. Our current version needs to be updated.

January 24<sup>th</sup>

#### Meeting with Tim

Multiple conference calls with Industrial development that Tim and I talked to on the 23<sup>rd</sup>. It is two separate industrial projects. One is a Chemical Plant the second is a technology energy manufacturing plant. The latter if completed would be a headquarters with an investment of \$485 Million employing 500 to 800 people. I will need to determine site needs. They will be providing me with the information on Sunday.

January 27<sup>th</sup>

Worked with Jennifer of Retail Strategies to create the written Amendment #1 to our contract that includes as part of the existing costs the Downtown Strategic Visioning Assessment. I have forward to Trey for signature.

Conference call with technology energy manufacturing I am calling Project Sky High regarding the technology base manufacturing and other development. He is setting up a meeting with the Governor's office of Economic Development and Tourism to discuss certain incentives.

I contacted Gary on the above project to find a 300-acre location for the other part of their development. I hope to place it in an area that is conducive and or partly beneficial for Freeport.

Contacted Nick at Sterling-Point regarding the truck stop and tanker washout with a different property owner contact as the other locations wanted too much money or offered another location that was not suitable. I have asked them to include a C-Store and or drive through restaurant at the truck stop if possible. Although not in their normal operation they could incorporate it if we can find suitable location. Mr. Wong was non-committal as well on his property along the highway.

The Funeral Parlor owner has sent me information as requested from our meeting with him and I have forward Building, Tim and Chris. I had a question to clarify an item with the owner regarding retail aspect, floor space dedication and number of funerals per year held at site.

January 28<sup>th</sup>

Obtaining from another community language on a 380 Agreement for Infill housing projects.

Schedule a meeting with Subcommittee for Friday to start process of review and creation of Property Tax Abatement and other incentives. Sent out for discussion a version from previous city of similar or smaller size.

Conference Call with Project Sky High regarding the technology base manufacturing and their other 300 acre development. I have sent them additional property as there are two parts the manufacturing plant and field. I also sent the industrial contact for the plant one of the property choices. On the 300 acre development I am looking for property that will meet specification near road and transmission line.

January 29<sup>th</sup>

Schedule meeting with Patrick Rollins V.P. of CBRE to help market Freeport in finding retail owners. Patrick is on the Retail Store portion of CBRE.

I have discussed with both FDI Alliance Magazine and Expansion Solutions extension of their contracts. In our current contracts that are ending with the next editions we are the cover of FDI and I will be writing a 1200 or so word article on Diversity of Industry. I have contacted Gary of the Alliance and Phyllis at the port for assistance in writing the article and picture. Courtney will also do some social media for us. Jeff at Expansion will have the next issue coming out just before ICSC Las Vegas and I will be writing a large article on retail that will be handed out at ICSC Las Vegas. Gary has sent many great pictures to Courtney later in the day.

I am driving the downtown to determine what is occupied, damaged or being used. I will start creating a spreadsheet of the property in the downtown that I hope the high school intern will also work on. In developing the spreadsheet I was color coding a map of downtown property finding that the city has a good mix of property that is vacant, underutilized or occupied. This could help incentivize downtown development if we find the right developer.

I placed various properties on ZoomProspector our property locator and sent the info to Chem-Energy.

January 30<sup>th</sup>

Attended the Greater Houston Partnership HREDA meeting at Partnership Towers in Downtown Houston which when over the regional study they contracted to complete. This was a showing of the draft and asking for our input. Also, this was an update on legislative issues that will affect our potential abilities to attract development in the region. We also discussed regionalism where I and other brought up the need to have GHP present in front of our Councils, Board or local regional chambers on how Economic Development works where we all

benefit even if our city does not receive the main benefit but still received part that we build on.

Conference call for a pre-meeting to prepare for my conference call with them and the Governor's office of Economic Development and Tourism on Project Sky High.

Meeting with Jeff on development of Bryan Beach.

January 31<sup>st</sup>

Weekly meeting with Tim

Meeting with Marinell regarding downtown in meeting with a property owner on Broad Street that is reopening, development of a downtown association that could become a Freeport Chamber of Commerce, and updating façade issues with the city building under lease.

Conference call with Governor's ED has been canceled with Project Sky High. Instead I will be scheduling a meeting in the next couple of weeks with needed staff, county, port, others to work out development detail first before they go back and meet with the State.

Meeting this evening with Subcommittee regarding development of new property tax abatement and other incentives. Stephanie has worked with a program that could help us determine the best mix of incentives that are good for the business but allows city to recoup or benefit in other way so we do not over incentivize.

I sent out an email to you and county commissioners regarding need of Countywide broadband in the rural area in order to attract better development and quality of life. This has to be a county driven request and not city as I started out to do for a different use which was the development of a downtown Wi-Fi system.

February 3<sup>rd</sup>

Early morning conference call with Project Sky High.

Meeting with Marinell

Completed Downtown Visioning Assessment contract with Retail Strategies.

Last week I contacted Curt Green a retail shopping developer and medical office developer out of Texarkana and he has reviewed the documents I sent and is interested into looking at Freeport more in depth. Curt is traveling in Missouri and Virginia this week. We will talk when he gets back.

A Copy of Executed Promissory Note with First State Bank paying off loan on 11/20/2019 was received and sent to city staff, Chris Duncan and our files for record keeping.

Did not attend Council Meeting as not feeling well by day's end.

Start driving downtown

February 4<sup>th</sup>

City staff meeting

Meet with County Judge Sebesta, Commissioner Payne, Mayor Bass, Tim regarding TIRZ participation for our downtown revitalization.

Left messages for four developer that I toured in regards for having the proposals for the building of new lots in Freeport. All developer have toured the site and have been given the same information of development.

Late in the day DSW has decided not to pursue the development.

Courtland,

We appreciate the opportunity, but we are going to pass at this time on bidding. If something falls through with the other developer you are talking with please let me know. We would be interested in working with you and the City, but don't want to do so under a competitive process. We would be interested in sitting down under a collaborative process to help ensure any final agreement would meet the goals of all parties.

-Beau

James "Beau" Yarbrough, CPA

Conference call with Project Sky High supplying them added information. I will be taking them to the EDC meeting in executive session to describe the project followed by a meeting on the projected that I need to set up in two weeks. I have asked them to send any sensitive documents to Chris Duncan for attorney client.

Start working on Board Agenda.

February 5<sup>th</sup>

Continue working on Board Agenda

Attended round table meeting at the Brazosport Chamber of Commerce for the now completed housing study for the county. The housing study shows that homes are needed but what is absolutely needed is affordable workforce housing under \$200,000 for ownership and around \$800 for family lease. Discussed was that in our market it is hard for developer to afford to develop on current size lots and are asking cities to make the lots 40 by 100 to densify them. Also discussed was how to incentivize the developer with free or low cost property. Also discussed was development of affordable housing for teachers, police, and other professions

that do not make a living wages possibly sponsored or assisted by cities and school districts. One method I expressed from experience in another position was for certain size developments that the city create an housing ordinance that a percentage of the new construction (4 to 9%) in the sub-division be build and handed to city Housing to assist identified profession segments we want to reside in our city that makes the home affordable and allows for home ownership over a 30 year or 15 year period. This is a restricted income program to initially qualify. Home cannot be flipped during term of restriction. Intent is for home ownership on a quality home.

February 6<sup>th</sup>

Continue working on Board Agenda

Conference call with Project Sky High

Meeting with Developer Doug Kirk out of Clute engineer in order for them to work on proposal for the 96 lots.

The developer Building Improvement Group (BIG) has not called me back if they intend to submit a proposal.

Meeting with Douglas Roesler of Baker and Lawson the Civil Engineer for Developer Doug Kirk out of Clute engineer in order for them to work on proposal for the 90+/- lots.

The developer Building Improvement Group (BIG) has not called me back if they intend to submit a proposal.

Conference call with Ken Schott of Waterstone development as they had additional question in development of the 90 +/- lots.

February 7<sup>th</sup>

Toured a home developer that is looking to build 2 to 4 houses on property that he owns on 2<sup>nd</sup> street. He is new to the area looking to invest and build housing, apartments, and possible senior housing (sees need for this product).

Finished agenda

Attended Fallen officer event.

Will be meeting with Mayor and a property owner in commercial section on Hwy 288 in next few weeks.

Scheduled meeting with Samer's group for Mixed Use development, industrial companies and Gary from The Alliance on the Mixed Use project in Freeport that they propose.