

CITY OF FREEPORT
ECONOMIC DEVELOPMENT CORPORATION
200 West 2nd 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 December 10, 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 administrate 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.

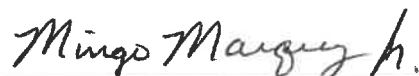
VII. EXECUTIVE DIRECTOR'S REPORT

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.



Mingo Marquez Jr. - FEDC Secretary