

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 Thursday, May 27, 2021 at 6:00 p.m. in the Freeport Police Department Municipal Court Room, located at 430 North Brazosport Boulevard, Freeport, TX, for the purpose of considering the agenda items.

FEDC BOARD MEMBERS Quorum Present

Jeff Pena	President	
Ed Garcia	Vice President	
Mingo Marquez	Finance	
Nicole Mireles	Secretary	
David McGinty		(Absent)
Margaret McMahan		(Absent)
Ruben Renabato		

Courtland Holman: Executive Director
Tim Kelty: City Manager
Christopher Duncan: Attorney
Cathy Ezell: City Finance Director
Jerry Cain: Council Liaison

Visitors in Attendance:
Bill Leitch

I. Call to Order

President Jeff Pena opened the meeting at 6:00 P.M. A quorum was present: Nicole Mireles, Ed Garcia, and Ruben Renabato.

II. Citizen Comments

Citizens allotted 3 minutes for comments

None

Board Comments

- a. President Jeff Pena: announcements and comments.
- b. VP Ed Garcia: announcements and comments.
Ed said that he feels like, as well as other board members, that the board is dysfunctional, not accomplish anything and recommends that the board attend a session to learn the responsibility of the board on how to function in conducting themselves.
- c. Finance Mingo Marquez: announcements and comments.
- d. Secretary Nicole Mireles: announcements and comments.
- e. David McGinty: announcements and comments.
- f. Margaret McMahan: announcements and comments.
- g. Ruben Renobato: announcements and comments.

III. Discussion and Action

- a. Discussion and take possible action regarding improvements to EDC owned properties.

Jeff Pena introduced the project of West Park Street Facade Repair estimate that everyone received a copy. (It was sent to the board on May 18th).

Ed Garcia commented that before we discuss the repair estimate, the board is not doing the job we are supposed to be doing with only one estimate/bid to consider without any comparison. Ed recommended that this item be tabled until additional bids are obtained so we can be sure we are getting a good value for the city of Freeport.

Nicole Mireles agreed with Ed Garcia. She said she knows the board is not obligated to get 3 bids but still there is nothing to compare the cost with and does not like having something to compare. The City of Freeport when she was on council would do its due diligence and get multiple bids.

Chris Duncan stated the city takes confidential bids so future bidders could not go off the current bid.

Nicole Mireles asked if anyone else has this information and Jeff Pena asked if the bids were online. Both answers are no. Jeff said then we could facilitate a bid process.

Ruben Renobato said he concurs with Ed Garcia and Nicole Mireles.

Mr. Holman said instead of a bid process he can conduct a job walk through with selected contractors that will have the same information. They can then present their quotes/bids to him so he can compare them then present to the board for review and selection of contractor. Nicole said that this is how she does the job walk through at DOW.

Chris Duncan said that if you go through a bid process there will be some specifications with different levels of detail that is placed in a packet. Then advertise and place a date for review.

Ed Garcia recommended that the board does what the Executive Director recommended to have a walk through with scope of work with all the contractors at the same time.

Nicole Mireles asked Tim Kelty if the city has a required process on seeking bids and quotes. The Board could leverage what the city does in some form.

Chris Duncan responded that they city has a required process by statute depending on funds and projects where the FEDC does not need to go through that formal process.

This item was Tabled as the estimates of costs were not available to the board for review prior to the meeting and needed to be in the board agenda packet.

Jeff Pena stated if a policy is required then it will take time so the view that the FEDC is not getting anything done in a timely fashion needs to be understood that the FEDC is doing things thoroughly to get the bids in order to get the Facades up. We need to make sure we are consistent and not arguing from the both sides of our mouths on not getting things done.

Jeff Pena stated that creating a policy for a project that is valued at a certain value and above maybe we have a written policy or bid process. For those projects that is valued less than a certain value then a different standard could be met.

Ed Garcia would like to review what recommendation Mr. Holman can provide the Board.

Mr. Holman will provide a draft policy for the board to review.

Ed Garcia asked if we can still do a walk through with contractors. Mr. Holman said yes and described the process. We can also either have the contractor to create the elevation or we hire an architect to create the elevations for the job walk bid process which the board will need to approve. Since the board wants to go quickly Mr. Holman recommends doing the scope of work describe and having the contractor do the design build based upon the historical information we have at the museum.

Mingo Marquez asked what is the timeframe for doing a job walk. Mr. Holman replied that he will need to find qualified commercial contractors to invite for the job walk bid process including Bill Leitch to make sure all have the same information and are giving quotes or estimate for an apple-to-apple comparison. Time frame is at least 30 days.

Jeff Pena stated that the purpose of revitalizing the three building that the FEDC acquired was to have more control on how downtown would look and feel. Jeff does not want to make the process drag out.

Ed Garcia would like to look at the projects closer and does not feel the board is doing that currently.

Jeff Pena said that a policy then should be created as he is concerned with project creep so it will not go over budget and past the deadline.

Nicole Mireles asked if we have considered selling the buildings as is without fixing it up. Mingo Marquez is opposed to seeing as is because he does not want to see someone sitting on the building. Nicole stated that would be part of the contract of sale.

Jeff Pena would like a Policy to be on the next agenda. Ed Garcia would like to see the Policy before the next meeting. Jeff said a policy will need to be created and approved before going out to seek bids so the 30 days for bids or estimates will not occur as he does not want the public pointing fingers at him but at the board which Ed Garcia agreed that it should be at the board.

b. EDC Bi-Monthly Meetings

Jeff Pena recommends that we move to a Bi-Monthly meeting due to the amount of business before the board and ahead of the board. Jeff made a motion to have Bi-Monthly meetings.

Ed Garcia disagreed that we have as a board enough on our plate to justify 2 meetings a month. He said we are waiting for information for month and months such as serving Realty World and certain thing from Project Sky High and Project Wing Tips. We need to find out

on where we stand on these things with the information being provided first rather than just being on the agenda. It is not productive. He would not support two meetings a month.

Jeff Pena reminded the board that there is a motion on the floor.

Mingo Marquez talked that he has been on the board for several years that someone in Freeport commented that they have been in Freeport for a long time and nothing gets done. When that was mentioned to him the FEDC has been here for several years and nothing got done. Mingo gave an example of the fountain in downtown that took 2 ½ years to get fixed he can't imagine getting three building to get fixed. If the board goes one meeting a month and things can't get done until the board meets then some sort of committee needs to be approved to make educated decisions to get projects moving forward. We have money available to get the low hanging fruit completed.

Jeff Pena retracted his motion until the full board is available.

IV. Adjourn

Motion to close board meeting made by Mingo Marquez and seconded by Nicole Mireles.
Motion **Passed Unanimously**. 5 – 0.

It is now 6:24 PM and I hereby close the board meeting.



Nicole Mireles - Secretary