

CITY OF FREEPORT
ECONOMIC DEVELOPMENT CORPORATION
200 West 2nd Street, Freeport, Texas 77541

MEETING 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 Wednesday, October 27, 2021 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.

FEDC BOARD MEMBERS: Quorum Present

Ed Garcia	President	
Josh Mitchell	Vice President	
Mingo Marquez	Finance	
Nicole Mireles	Secretary	
David McGinty		Absent
Shonda Marshall		
Jeff Pena		

Tim Kelty: City Manager
Chris Duncan: Attorney
Jerry Cain: Council Liaison

Visitors in Attendance:

Sam Reyna

I. Call to Order

President Ed Garcia opened the meeting at 6:02 P.M. A quorum was present: Ed Garcia, Josh Mitchell, Nicole Mireles, and Shonda Marshall.

II. Invocation and Pledge

Shonda Marshall led the invocation and Josh Mitchell the Pledge.

III. Citizens Comments

No Comments

IV. Consent Agenda

1. Approve Meeting Minutes for October 12, 2021

Motion to Approve Meeting Minutes for October 12, 2021 was made by Nicole Mireles and seconded by Josh Mitchell. **Motion passed** unanimously.

2. Approve Invoices.

Nicole Mireles asked why there was a bill for plumbing.

Ed Garcia responded to Nicole Mireles that this was for 212 W Park.

Motion to Approve Invoices was made by Mingo Marquez and seconded by Shonda Marshall. **Motion passed** unanimously.

V. Discussion & Action Items

1. Discussion and review of EDC grant criteria and applications.

Ed Garcia said he was asked if grants would be extended to mobile vendors such as food trucks Ed Garcia states that he does not see this anywhere in the contract and asked for comments on that.

Mingo Marquez asked Ed Garcia if these vendors have to be registered in the City of Freeport so their Sales Tax is paid to the City of Freeport.

Nicole Mireles asked if the board is meeting to make suggestions on the criteria or what the objective is.

Ed Garcia responded to Nicole Mireles that he had received some eligibility and guidelines questions and if the EDC Board was in compliance by approving grants to fix roofing or other issues such as these.

Mingo Marquez stated in Section 4 Item D is incorrect in listing the amount of \$30,000 and that it should only be \$10,000 unless they are receiving the MEGA Grant.

Nicole Mireles agreed.

Shonda Marshall asked what if the applicant has more than one property they are applying for.

Attorney, Chris Duncan asked the board if they are wanting to change to rule to \$10,000 per person, because this is not what the rule currently is.

Mingo Marquez asked for clarification on what the rule actually is.

Chris Duncan said the rule is \$10,000 per location

Mingo Marquez said this is correct; however, Section 4 Item D states “the maximum amount of funding available to any one applicant, business establishment or property

owner at one physical location shall be \$30,000 per fiscal year unless applying for the MEGA Grant”

City Manager Tim Kelty said this is because an applicant could apply for and be awarded all grant types for one single location.

Mingo Marquez stated that he understands now that applicants can receive three grant types and receive funding up to \$30,000.

Nicole Mireles said the criteria and guideline packet does not state how many grants a business can apply for at a given time.

Mingo Marquez quoted Section 4 Item C. *A business or property owner may apply for one (1) or more of the four (4) types of grants per physical location (address) set forth herein within any fiscal year (October 1 to September 30). A business that receives grant funding during a fiscal year shall not be precluded from making subsequent applications for funding in following years.*

Nicole Mireles said the policy does not state that the building needs to be used for or intended for a business, not just for individuals to fix up then sell.

Mingo Marquez said he also had a question on including something about this, especially for new businesses coming in. Mingo Marquez suggested adding those new businesses be open within 6 months.

Tim Kelty said this is already in place and referred the board to Section 4 Item F *the applicant must complete the improvement project within six (6) months of receiving written approval therefore from the FEDC. Failure to complete the improvements within the required time period shall result in the loss of the grant funds allocated for the project. Time extensions may be granted at the discretion of the FEDC Board of Directors.*

Chris Duncan referred the board to Section 3 Item B *any new business planning to locate within the City, or any business currently located within the city limits, shall be eligible for this program.*

Mingo Marquez asked if the board awards a grant to a new business, how long does the board want to give them to be operational. Mingo Marquez said that someone could apply just to get their roof fixed and then never actually open.

Nicole Mireles asked if there are any stipulations in place that the recipient can not just turn around and sell the building.

Ed Garcia said “all business building” would imply an existing building being used for business, not an empty building that is going to be put into use.

Shonda Marshall asked why not, if she were to be starting a new business and bought a building but maybe it needed a little work that was preventing her from opening, she

should be able to apply for a grant to offset the costs. Shonda Marshall said she agreed with what Mingo was saying and that there should be an agreement to have the business up and running within six months.

Chris Duncan suggested the board add a policy that any time the EDC gives out money, there needs to be a performance agreement. Chris Duncan said that these could be to open within 6 months, continue to operate for six months, add so many employees, expand operations, generate so much sales tax revenue. Chris Duncan said the board needs to come up with these guidelines and hold the applicant to them.

Mingo Marquez asked if the guidelines should just be modified or if a performance agreement needs to be separate.

Chris Duncan said it needs to be separate and specific.

Nicole Mireles said since she has been a part of the EDC, they have suggested using Freeport businesses, instead of going to other towns and that the agreement needs to say that Freeport businesses should be used for quotes first.

Mingo Marquez agreed and asked Chris Duncan where a performance agreement should be added.

Chris Duncan said it would be best to create a new section that says "Performance Requirements" with bullet points listed. Chris Duncan said that he understands that it would not be a one size fits all list but each recipient would need to hit at least one requirement in the allotted time frame. This section should have separate requirements for new businesses and existing businesses. Chris Duncan said in the past façade grants did not have any performance requirements, but he believes that they should. Chris Duncan said that it looks inappropriate if you give a grant to make a building look nicer, and that person turns around and sells it. Chris Duncan said it would not be terrible as long as they sold it to someone starting a business, but the board should not want to feed speculators but create economic development.

Jeff Pena said there should be a timeframe set and if business is not created, the recipient must pay back the EDC. Jeff Pena said for that matter if the agreement is violated at all, the grant must be repaid.

Chris Duncan said if the board wanted to, they could even put a lien on the building. If the applicant does not perform according to the agreement, then this would ensure the EDC get their money back. The downfall would be that this could hurt the next business, by them then having to pay back the loan.

Tim Kelty suggested using a performance bond similar to what is used in construction.

Chris Duncan responded that he did not think the bond people would write this kind of bond. Chris Duncan stated that in the grand scheme of things, these are relatively small amounts and could easily be policed by the EDC.

Jeff Pena stated he did not want to deter applicants by having such strict guidelines and criteria or a lengthy process.

Mingo Marquez agreed and said that a big problem he is having with the POP! Box is that when asked for a business plan, people freeze up. Mingo Marquez said he volunteered to help applicants of the POP! Box draft a business plan because the initial thought of paperwork scares people. Mingo Marquez said that he believes the EDC should make it as easy as possible for businesses.

Tim Kelly suggested making the terms based on each individual loan, as each case is different. A \$30,000 grant would have more stipulations than a \$3,500 grant.

Chris Duncan told the board to keep in mind that with the MEGA Grant, they take applications all year and pick just one; the board needs to decide if they want to keep it this way or change it.

Mingo Marquez agreed that there needs to be a section just for performance requirements.

Jeff Pena suggested that it would not make sense to use a blanket criteria and asked if the applicant would just be required to meet one of the criteria.

Chris Duncan said that this was what he meant. The criteria would be set up in an a la carte format at the board would ultimately be able to choose which they would require for each applicant on a case-by-case basis.

Jeff Pena said to think about the guy downtown that opened up the carpentry place right next to the museum. Jeff Pena said that he can imagine him wanting to apply for this grant but if the EDC makes the process too extensive then he, nor anyone else will want to apply. Jeff Pena stated that the EDC wants Downtown to look good, but the EDC is not wanting to foot the entire bill themselves. Jeff Pena said that with the expenses from the EDC owned properties Downtown, the board knows it's expensive, so why not encourage these businesses to perform the work themselves and the EDC issue them grants to supplement the cost. Jeff Pena said his hope is for this to be an incentive for the business owners to clean up, instead of them saying "oh I won't bother" and the business not get the work done. Jeff Pena said that at this point would the EDC even be doing its job by not helping.

Mingo Marquez asked if what Jeff Pena is getting at is that he does not want the performance requirements to be too cumbersome.

Jeff Pena said this is correct but he is comfortable with the a la carte option.

Jerry Cain asked the board if they want to add a clause that the performance agreement be established later and be specific to each applicant, not to add everything at once.

Chris Duncan said the EDC should list the factors ahead of time so that applicants know what may be included. Chris Duncan said the problem with not having set requirements

is that the EDC may be more lenient for the first few applicants and then stricter once the budget is running low. Chris Duncan said it is easier to stay fair when there are absolutes.

Tim Kelty said the more businesses are finding out about the EDC, the more applications will come in and the board does not want to have to reject later in the year based only on the fact that there would not be any money left in the budget.

Mingo Marquez said it does state in the grant packet that the grants are competitive and will not be given out to everyone that applies.

Chris Duncan agreed and said that a way to keep it this way would be to take applications throughout each quarter and at the end of each quarter, review them and choose who will receive them at that time.

Tim Kelty suggested the EDC set a budget of \$100,000 per year and break it up into \$25,000 to be awarded each quarter.

Chris Duncan agreed and said to make the process even easier, the EDC could set a budget for the entire EDC grant program as a project, have one big public hearing and have city council approve it, instead of having a hearing for every single grant as a project in itself when it is awarded. This way the entire program is approved and the maximum dollar amount is set and the EDC Board can review them every three months and award them on their own.

Jeff Pena said he is against the quarterly reviews because the market is competitive. Jeff Pena said the board may have more applications in the first quarter than in the other three quarters combined so he does not want to have a limit that could potentially keep these businesses from receiving a grant. Jeff Pena said if they are able to attract ten awesome applicants, but only have enough money to approve two, what then happens to the other eight that should have qualified. Jeff Pena questioned, would the EDC even be doing its job to the fullest if it had to turn down these other 8 businesses just because of the quarterly cap.

Mingo Marquez said he agrees with Jeff Pena with the exception of the MEGA grant. Mingo Marquez stated the board is always able to request a budget adjustment or review if they feel that there is a need. Mingo Marquez quoted Section 5 Item G: *During the FEDC meeting to take action on the grant request by the APPLICANT, the board will conduct a Public Hearing which is followed by a 60-day public comment period. No reimbursements will be dispersed until the 60-day public comment period has passed. If public comments are received, the board will review and take any appropriate action.* Mingo Marquez said that currently the EDC board is not following this and agreed with Chris Duncan that the EDC Board should change this policy and do the grant program as one project with one 60-day notice of public hearing and City Council approval instead of a hearing for each individual grant. Mingo Marquez said he believes a public hearing should only happen if the EDC is awarding over \$10,000.

Chris Duncan said this is his suggestion so that the EDC only has to go through the City Council approval one time

Jeff Pena said to his understanding so far, the grant program goes through the hearing process for grants both under and over \$10,000 and asked if now the suggestion is to only have the hearing process for those over \$10,000.

Chris said all should still go through the hearing process, however the board would no longer need council approval for each.

Jeff Pena said there are a lot of language barriers for local business owners and questions if this process will hurt them. Jeff Pena referenced Port Café and Sweet T's saying that if the process was any harder, neither would have applied. Jeff Pena suggests removing a public hearing for those less than \$10,000 to streamline the process.

Chris Duncan said he meant the EDC should have one public hearing at the beginning of the year to approve the grant program as a whole project and the new budget, this way each individual grant would not need to have their own, because the entire program was already approved and had their waiting period and hearing.

Mingo Marquez asked Chris Duncan if the MEGA grant would still fit in this.

Chris Duncan answered yes, every grant under this program would fall into this group because the grant program as a whole would already be approved, regardless if the EDC decided to award these first come or first serve or on a quarterly basis. Chris Duncan suggested that if the board decide to not issue grants quarterly, the board needs to really market the program to avoid having applicants later in the year once the budget is spent saying that they just found out about the program.

Jeff Pena said as the meeting is going now, he is confused due to bouncing back and forth between the smaller grants and the MEGA grant. Jeff Pena suggests narrowing down the smaller ones first and then focusing on the MEGA.

Chris Duncan said that all of the grants, including the MEGA grant, fall under the same program.

Tim Kilty added on to this by saying the only difference between MEGA and the others is that for the MEGA Grant, applications are taken all year and then only one is chosen the following March, whereas with the others they can be awarded at anytime until the budget is spent

Jeff Pena asked if the public hearings were for every grant or just the MEGA Grant.

Chris Duncan said there is only one public hearing for the entire program. Chris Duncan said the EDC should have one hearing and prove the Grant program, have a dollar amount set and then it's done; no more hearings for grants required for the rest of that year.

Ed Garcia asked what the confusion was with this.

Chris Duncan said that the board could also review the MEGA grant and raise or lower the amount, award more than one, change the process, or even get rid of the MEGA grant entirely.

Ed Garcia said he believes the EDC should set the budget amount and accept applications until the money runs out, not review the applications quarterly.

Mingo Marquez added to keep the MEGA grant at only one per year.

Ed Garcia agreed on keeping MEGA at one per year.

Chris Duncan said he also remembered seeing in the packet that a grant could not be given to fix roofs.

Mingo Marquez said yes and quoted Section 3 Item F: *Grants may not be used for refinancing existing loans, working capital, inventory, permits, inspections, security fencing or gates, home occupations, roof repair or replacement, interior remodeling, new construction, and routine maintenance of landscaping and signage (with the exception of letters/logos on new awnings).* Mingo Marquez suggested removing roofs from this.

Ed Garcia added that he would like to leave “roof repair” but remove “or replacement”.

Chris Duncan said to clarify, Ed Garcia would like to make it where applicants could use a grant for assistance on a new roof, but they could not use a grant to patch their existing roof.

Ed Garcia said this is correct.

Mingo Marquez agreed and added that if the EDC were to issue a grant for a patch job, they would need to keep doing so over and over.

Shonda Marshall said it was her understanding it that the EDC would help to fix a roof, but not replace the whole thing.

Chris Duncan said as the policy states, the EDC should not give grants to help fix or replace a roof, but Ed Garcia is asking to change this so that the EDC can help with an entirely new roof, but not help with fixing an existing roof.

Ed Garcia said this is correct.

Chris Duncan said it is now up to the board to decide if this is what they want to do, he is just clarifying what Ed Garcia wants.

Jeff Pena said an issue he sees with this is that when Sweet T’s applied for their grant, they only had a small issue in the back corner, but when she did the application and knew she could get \$10,000 she said she might as well do the whole roof because it would make more sense.

Tim Kelty interjected that she actually received \$11,000

Jeff Pena said in actuality, the problem could have been isolated and the EDC then only have to award \$5,000. Jeff Pena said by stating a business can only replace a roof and not patch, the EDC will end up spending significantly more than they should.

Ed Garcia said if the board had followed the policy to begin with, this grant would not have even been approved. Ed Garcia said the board should do things the right way now instead of saying of continuing to break the rules.

Jeff Pena agreed but said the point he was trying to make was that the business owner ended up spending more of her own money to replace the whole roof than she would have to just fix the problem.

Chris Duncan said he would like to point out that there might be a conflict of the point of the façade, sign, property, and landscaping grants versus what the policy states in Section 3 Item F. Chris Duncan said it states you cannot use the grants for maintenance, but all of the loan categories really are just maintenance and beautification. Chris Duncan asked the board narrow down what they want; beautification or expansion. Chris Duncan said if the board wants to target grants to expansion and development then to start from scratch with a new policy because the existing one would no longer tailor to that.

Tim Kelty said this would be beneficial if an existing business wanted to expand and their new building would cost \$50,000 but the EDC could then give them a grant to lower their cost to \$40,000.

Chris Duncan added to Tim Kelty's response that these are the types of grants the EDC should be looking to give since it would have a measurable outcome.

Mingo Marquez agreed and said he liked this idea. Mingo Marquez suggested adding another section in the grant packet for cases like these.

Jeff Pena said he would like to see how the board can make the policy more specific to Freeport.

Tim Kelty said he wanted to mention the way the policy is now if a business wanted to add on a handicap restroom or anything to make the building more handicap assessable, or if they wanted to expand the building to allow for more occupancy, they would not be able to do this with an EDC grant.

Chris Duncan suggested keeping this grant program as a beautification grant program but adding a separate program for expansions or other projects. Chris Duncan said that this funding would be separate from the grant program but allow business to apply for assistance with these types of changes.

Jeff Pena suggested changing the existing "improvement grant program" to "assistance grant program" to open the options up within the current program.

Ed Garcia stated these would be two different types of grants.

Chris Duncan suggested making them separate with a different procedure and application. Chris Duncan used the example, if someone came to Freeport wanting build a large hotel

and came to the EDC for help, this “Business Improvement Grant Program” would not be relevant.

Mingo Marquez said moving forward, the board needs to go ahead and vote on a budget for this particular budget and make any other changes discussed, specifically adding a performance agreement.

Nicole Mireles added to include the use of local businesses.

Shonda Marshall said the policy already states to use local businesses but would like to see that changed to Freeport businesses.

Mingo Marquez agrees that applicants should get quotes from Freeport vendors first and then reach out to surrounding cities. Mingo Marquez asked if a business from Clute were to open another location in Freeport, would their sales tax still be paid to Clute.

Chris Duncan said that as part of the grant, the board should require that the business provide proof of a Freeport sales tax account.

Tim Kely asked if the account address needed to match the address of the improvements.

Chris Duncan responded yes it should match. Chris Duncan said the reasoning for this is that the sales tax goes to the city which helps provide services back to the citizens.

Mingo Marquez said the current budget is set at \$50,000 for grant projects and asked how much the EDC wants to make available now. Mingo Marquez reminded the board that the word is spreading about the EDCs willingness to help out and that more people will be applying; more applicants in need calls for more funding needed. Mingo Marquez said that marketing really needs to increase now more than ever. Mingo Marquez said that just by posting on the EDC Facebook, the POP! Box has gotten over 6,000 views, but the website is not getting any attention.

Chris Duncan said he believes this is because people are more social media driven and will go to a Facebook page quicker than a website.

Mingo Marquez suggested making the website easier to navigate, stating that he is familiar with the website and yet still had trouble finding the grant application himself. Mingo Says the website needs to be more specific.

Chris Duncan said in response to setting a budget, the board needs to set a public hearing and at that hearing the board needs to vote to approve the dollar amount and the grant program as a project. Chris Duncan said the EDC could not spend any money for that project during the 60 days. The time starts the day the public hearing notice is posted. Chris Duncan said the board can vote on all of this today, but they are also going to have to revote to make it official at this public hearing. During this time, it has to go to city council for two readings before approval. Chris Duncan said these two readings should be separate but could be done at the start of a meeting and then at the end of that same meeting.

Mingo Marquez asked if the EDC and the City Council could have a joint public hearing.

Chris Duncan said yes it could be possible but he did not know if this was something the City Council would be willing to do.

Time Kelty suggested the City Council could have a special meeting for the purpose of having a reading.

Chris Duncan said that he does not see a problem with having a joint public hearing and thinks it might be beneficial for the EDC because it would bring attention to the EDC and show the City of Freeport that the current board is trying to accomplish something. Chris Duncan said he would suggest the board to reach out to their council person, Mr. Kelty, or the mayor to have a joint public hearing. Chris Duncan said it would help save time and promote the EDC and the grant program to the public.

Tim Kelty said to prepare a press release to be sent out right after the public hearing.

Jeff Pena asked that if the EDC create this new program, post it on social media and it may get 10,000 views, what is the rate of return the EDC is expecting to judge if the process is effective. Jeff Pena said the board needs to be proactive and have a plan in case 320 days, or whatever the set number may be, from now and businesses are not applying because the process is too cumbersome. Jeff Pena asked how will the board judge the efficacy of the program. Jeff Pena said the EDC is supposed to be the city entity that helps and gets things done, but if they are creating more hurdles, they really are not doing their job at that point.

Ed Garcia stated the job of the EDC is not just to bring in new businesses but to retain business as well. Ed Garcia said the City of Freeport has plenty of existing businesses in need and the EDC does not need to focus on just bringing in new businesses but helping those already in Freeport.

Jeff Pena agreed with Ed Garcia

Ed Garcia suggested changing the budget amount listed in Section 6 Item D which states \$50,000.

Mingo Marquez said this number was based on that year's budget and agreed it should be changed.

Jeff Pena said the budget for marketing is 10 percent of the budget so it makes sense to have the grant amount be set as a percentage of the budget as well.

Mingo Marquez asked what Jeff Pena believed the percentage should be.

Jeff Pena asked what the overall budget is currently at.

Ed Garcia responded 1.2 million.

Jeff Pena suggested to allot the same 10 percent to grant funding and set the budget at \$122,000.

Chris Duncan said to keep in mind this is just for the Business Improvement Grant Program and this amount would not include business wanting to expand their businesses as states before.

Mingo Marquez said the EDC had a budget for projects and asked what that amount was.

Jeff Pena said he hopes to eventually step away from “lipstick grants” completely.

Chris Duncan said that these grants are still helpful because they improve the overall look of the business and thus the community.

Jeff Pena said the grants need to be as streamlined as possible so that the board is not bogged down in three-hour meeting for each grant. Jeff Pena stated that he would like to finish this meeting up so that he could get home to watch the Astros game.

Ed Garcia said Jeff Pena could be excused because the board would still have a quorum.

Mingo Marquez asked where the board was at with a dollar amount.

Ed Garcia suggested setting the total amount at \$100,000 for all grants and removing the \$17,500 allotment for sign grants.

Chris Duncan said the EDC had budgeted \$1.1 Million for cash on hand projects for those such as the grants.

Tim Kelty added that this includes big businesses coming in and looking to expand.

Mingo Marquez said with this information, he would like to increase the amount to \$150,000.

Shonda Marshall asked if the \$150,000 would include the \$30,000 allotted to the MEGA Grant.

Tim Kelty asked if the board would want to increase the number of MEGA Grants available now that the funding is a larger amount.

Chris Duncan said the board should keep in mind that this is just the amount for the Business Improvement Grants and if a business came to the EDC with an issue like the Port Café had with needing a grease trap or a business wanted to add a drive-thru, this assistance would not be a part of the \$150,000 budget.

Mingo said he thinks it should be set at \$150,000 and asks the board what they think as well and if they should make a motion on it.

Chris Duncan said it would be best to make an all-encompassing motion “I make a motion that we change the Business Improvement Grant Program to include a section specifically for performance requirements so that they are clear on what is expected, add that they are to use local Brazoria County businesses, that they are allowed to use the grant for a complete new roof and not roof patches, and that the total budget would be \$150,000 for the program this fiscal year”

Shonda Marshall asked if the board intended to keep these grants as beautification.

Chris Duncan said yes and any other significant requests for development would come out of the remainder of the EDC budget and this should be promoted as well.

Mingo Marquez said he would like to make a motion that the EDC change the Business Improvement Grant Program to include a section specifically for performance requirements so that they are clear on what is expected, add that they are to use local Brazoria County businesses, that they are allowed to use the grant for a completely new roof and not roof patches, and that the total budget would be \$150,000 for the program this fiscal year. **Motion passed.** Jeff Pena and Shonda Marshall voted Nay.

VI. Board Comments

a. Ed Garcia- President

No Comment

b. Josh Mitchell- Vice President

No Comment

c. Mingo Marquez- Treasurer

Mingo Marquez said the EDC has started marketing the POP! Box and he is happy with the response it is getting. Mingo Marquez has had four people reach out about it already. Mingo Marquez said that applicants are not just from Freeport but people wanting to expand their business to Freeport. Mingo Marquez said the EDC may want to consider adding more POP! Boxes around the City of Freeport. Mingo Marquez said he has meetings set up to show applicants potential locations and to get their suggestions as well

Ed Garcia asked where these locations are.

Mingo Marques responded the beach and the RiverPlace area. Mingo Marquez said that the location will be different depending on what the business in the Pop! Box at the time will do. Mingo Marquez said he also talked to someone about moving the piles of dirt downtown and on Skinner Street and is waiting to hear back from them. Mingo Marquez said the board just needs to decide on where to put the dirt because the expense will be more if they need to carry it away. Mingo Marquez suggests using the dirt to fill in any low spots on the 8 acres property.

d. Nicole Mireles-Secretary

No Comment

e. Shonda Marshall

No Comment

f. David McGinty

Absent

g. Jeff Pena

Jeff Pena said he has two comments; the first comment being that the riverfront property that has the pier right in front of the property on stilts is not being cut. Jeff Pena said he is not sure if the mower was not instructed to cut this or if it is just being neglected. Jeff Pena said he wants to make sure this is taken care of before they receive notice from the City of Freeport. Jeff Pena said his second is to ask that for the meeting dated November 9, 2021 the meeting agenda be delivered a week before hand on

November 2, 2021 to give the board time to review and make sure that all of their input was added.

Nicole Mireles added that if the board wishes to add anything to the agenda, they need to send it to herself or Ed Garcia.

Jeff Pena said he did not believe the board had decided on that but it would be something to talk about at the next meeting.

Ed Garcia said the board did decide that he would be the supervisor of the administrative assistant until a new director is hired and until this happens, anything sent to the administrative assistant needs to come through him or Nicole Mireles first.

Shonda Marshall made a request that all supporting documentation be included in her packet before the meeting. Shonda Marshall said she did have to reach out to the administrative assistant for the grant information.

Ed Garcia said that communication was fine.

Chris Duncan asked if board members could go through Josh Mitchell to communicate with the assistant. Chris Duncan said the vice president was left out.

Ed Garcia said as for instructions, these need to come through him or Nicole Mireles and not be taken straight to the administrative assistant.

VII. Executive Session- Adjourn into Executive Session

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).

It is now 7:10 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation October 27, 2021 meeting and do hereby convene an executive session, said executive session authorized under the following sections of the Texas 551.071 (Consultation with Attorney).

In Accordance with the Texas Government Code:

Section 551.087 (Economic and Community Development Matters)

1. Discussion and possible action regarding project 2021E.

Reconvene into Open Session

Board President's statement:

It is now 7:21 p.m. and I hereby close the executive session of the Freeport Economic Development Corporation and do hereby reconvene the regular open session.

Discussion and Possible Action

a. Discussion and possible action regarding project 2021E. No Action

VIII. Adjourn

Motion to close board meeting made by Mingo Marquez and seconded by Josh Mitchell.

Motion passed unanimously.

It is now 7:22 p.m. and I hereby close the board meeting.