

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, March 9, 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
Marinell Music Vice President
Lesa Girouard Secretary
Ed Garcia
Nicole Mireles
Mingo Marquez (Absent)
Trey Sullivan (Absent)

Courtland Holman: Executive

Director

Tim Kelty: City Manager
Christopher Duncan: Attorney
Stephanie Russell: Finance Director
Jerry Cain: Council Liaison

Visitors in Attendance:
Melanie Oldham
Ruben Renabato

I. Call to Order

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

II. Invocation and Pledge

Jeff asked for a moment of silence for the Marquez family. Jeff led the Pledge of Allegiance.

III. Citizen Comments

Citizens allotted 3 minutes for comments

No Comments

Board Comments

- a. President Jeff Pena: announcements and comments. (None)
- b. VP Marinell Music: announcements and comments.
Marinell Music stated that there will be a benefit supporting the Marquez Family this Friday at 3PM at Bridge Harbor.
- c. Finance Mingo Marquez: announcements and comments. (NA)
- d. Ed Garcia: announcements and comments. (None)
- e. Trey Sullivan: announcements and comments. (NA)
- f. Nicole Mireles: announcements and comments. (None)

IV. Consent Agenda

- a) Approve Meeting Minutes for February 2 Special Board Meeting and February 9 Regular Board Meeting.
- b) Approve December and January Financial Statement.

Jeff Pena asked for a moment to review consent agenda. He then asked if Stephanie Russell prepared the Financials. Tim Kelty reported that Stephanie did prepare the report. Then Tim announced the new Finance Director Ms. Cathy Ezell.

Nicole Mireles made a Motion to approve the consent agenda. Marinell Music second. Motion **Passed** Unanimously.

V. Discussion and Action

- a. Discuss and take possible action for Membership with the Economic Development Alliance for Brazoria County and pay attached invoice. Mr. Holman recommended that the FEDC approve the annual membership with the Economic Development Alliance with the City. The City has been bearing the cost in the past but this cost fall more under the FEDC function for both of us to benefit. The Alliance is one of our partners like Greater Houston Partnership. They provide a service to the County as well as our organization providing data, support and help when we are bringing in a developer or business. They also get site selection people looking for locations so they send these leads to us when Gary Bassinger sees a fit. They provide the function currently virtual due to COVID for quarterly conferences and round table meetings with my peers. Some of you have attended the conferences. Trey has been an active member. Someone from GHP, a State Representative or senator and speaks on the county's behalf on what is happening.

So, my recommendation is to approve \$6,000 and we have plenty of funds in the 30-407-602 account.

Jeff asked how many years the city has paid the membership. Tim responded at least two years. Mr. Holman said at least two years since time has been here and possibly longer.

Jeff ask why the FEDC should bear the cost if the city has been doing so up to now. Mr. Holman stated that this is more of an economic function as that is what the Alliance is for the entire county. This would also free up \$6000 that the city could use on other projects. This is another tool in our box. The Alliance does the county wide videos. They also marketed with me the video on the 300 acres to help market the Wong property. They also do the video for the Port and various other one on their web site. We will have a 30 second video for us only out of the whole 3 minute video.

When a developer call Gary and if we are a better fit he with have the developer contact us and will help do the meet and greet. When I do our round table meeting with developer you see me inviting Gary to the meeting as he is part of our support system to help us land that developer. Gary has also done the housing study for the entire county. Our

membership goes to offset his cost for the study that also affects us and we can utilize that information.

Nicole Mireles asked if we have a copy of the housing study and Mr. Holman said yes. It is also on the Alliance's web site and easily downloadable and can send it to Nicole Mireles.

Ed Garcia made a Motion to approve the invoice. Jeff stated that a motion has been given for the EDC to pay the \$6000 to the Alliance going forward. Marinell Music seconded the Motion. Ed Garcia asked the we are going to work on the 30 second segment for the video. Mr. Holman said that it has already been done but not yet finalized due to the Covid virus. The shots have already been completed 6 or 7 months ago in February. The person that is doing the video was in the hospital with Covid and hopefully withing 30 days or less Gary will be sending the draft version to all of us cities Alvin, Sweeny Pearland, Clute, others. Motion **Passes** with 3 Ayes and 1 Nay.

- b. Discussion and possible to approve a quote from Ochoa Home Building and Design to secure for safety issues 2 structures and other work on the Realty World project.

Mr. Holman let the FEDC board weeded and fenced. But the Contract with Israel Ochoa per his proposal is over my signature authority at \$4800 to secure and weatherize the two constructed building and pick up debris. Fifty percent to be paid up front and 50% due when job is completed.

Nicole Mireles asked if he had done the work and Mr. Holman responded no. Nicole Mireles asked to cleaned up the site as she drove by and it looks a lot better. Mr. Holman responded that he hired Well Nursery to mow, kill grass/weeds and removed the slash grass from the site. The entire site has been fenced and described how it is fenced. A lock is now needed.

Mr. Holman said that he needs approval of the contract.

Marinell Music made a **Motion** to hire Israel Ochoa per the contract shown. Nicole Mireles second the motion. Motion **Passed** Unanimously.

- c. Discussion of feasibility and possible request by FEDC Sub-Committee to the City regarding the use of the City's Visitor Center Building.

The proposal was handed out at the meeting. Nicole stated that she Ed Garcia and Mingo Marques. Ed Garcia presented the proposal the sub-

committee hopes the City Council will consider. Ed Garcia read the proposal to the board. The proposal stated that the FEDC will have the sole use of the visitor center at no cost to the FEDC.

Marinell Music asked if there are any upgrades needed.

Ed Garcia said this is a city building and the city should pay for it. The FEDC could help but it is a city building and part of their budget.

Tim Kelty said, when asked Nicole Mireles on care of the museum, that the city takes care of all the city buildings such as the museum through the general fund and Heritage House. Tim discussed the other buildings like the building for Brazosport College was renovated by the college and they maintain the build. Other building is maintained by the city unless leased.

Ed Garcia said that everything that the EDC does is for the benefit of the city and feels that the EDC is part of the city and feels that the city is obligated to assist the EDC assess the site were we would be more accessible to the public and bring in companies that will invest in Freeport.

Marinell Music asked Tim Kelty if there is city money to be used at the Visitor Center.

Tim Kelty stated this was not discussed with city council previously and would have to come out of next year's budget as there is no funds this year but can be discussed at city council.

Jeff Pena discussed the original request per his memory but stated that the only change he sees is that the FEDC has the sole use and the city bears the cost of the Visitor Center. Jeff Pena asked Ed Garcia if this is correct who confirmed that the proposal is strictly for the use of the EDC.

Tim Kelty responded that it is clear at the proposal is strictly for the FEDC use only without the visitor center being in the building. There is no mention of the cost associated with renovations and can't say yes we will renovate the building for the EDC as the City has no idea with the cost of the renovations could be necessary. But there is no discussion on utilities as well.

Jeff Pena would like the proposal to go back to the sub-committee.

Nicole Mireles did not like the idea of dragging the discussion out more. Nicole Mireles asked Mr. Holman if he understands the proposal. Mr. Holman responded that as he reads the proposal is that the FEDC get the sole use of the building at the city's expense.

Ed Garcia said that they want the city to have the FEDC as part of the city not a step child of the city. The Museum and Heritage house does not pay

for its own utilities. At a ll city buildings the city pays for the expenses occurred.

Tim Kelty asked that the proposal be clear on what the EDC is asking. The EDC is a separate corporation. The Museum and Heritage house are not separate corporations and funded through the General Fund. Tim Kelty clarified that the Heritage house is not a 501C3 as it was dissolved when asked by Ed Garcia.

Nicole Mireles said this is the FEDC wish list and that the city can counter offer but we need to start somewhere.

Jeff Pena said it would make more sense and like to get ahead of the council and would like the subcommittee to make a better specific to the proposal.

Ed Garcia said he would like to proceed with the proposal. Jeff Pena said that is fine if the subcommittee want to vote they can but would like to nail down specifics and not wait a whole month in talking with city council is what he is recommending.

Marinell Music asked for clarification if the Visitor Center personnel would move other to the building too.

Jeff Pena state that the visitor center is if is for sole use of the FEDC, no affiliation with the Visitor Center use, and city would bear the cost of the remodel.

Nicole Mireles stated that this is a wish list. They would like it to be sent to council fort them to discuss. Marinell Music asked should we not have someone go in a see what it will cost with an inspector inspection.

Ed Garcia it is up to the city to provided the inspection as it needs to be in compliance. We are not going into the building if has deteriorated and is unsafe.

Melanie Oldham stated that many of our building are neglected. She stated that many in the public has stated the Visitor Center and EDC should share the building.

Ed Garcia believe that the city would want the FEDC to be in a location that can Showcase the city and attract development.

Ed Garcia made a **Motion** to submit the proposal as written to the city council for consideration. Nicole Mireles second the Motion. Motion **Pass** Unanimously.

VI. Executive Session – Adjourn into Executive Session

It is now 6:38 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation March 5, 2021 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), 551.074 (Personnel Matters).

In Accordance with the Texas Government Code:

- A. Section 551.087 (Economic and Community Development Matters)
 - 1. Project Sky High
 - a. Presentation, discussion and possible recommendation to city council regarding support of PACE
 - b. Industrial Revenue Bond
 - 2. Project Wing Tips
 - 3. Discuss and possible action per existing contract with Gardner Campbell. (Duncan)
 - 4. Discussion on acquisition and disposal of Real Properties (Duncan)
 - 5. Discussion and possible action regarding Lucy Goose Contract.
Pulled
- B. Section 551.074 (authorizes certain deliberations about officers and employees of the governmental body to be held in executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

1. Analyst-Admin Position

Reconvene into Open Session

Board President's statement:

It is now 8:23 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 Action

Discussion and possible action with Project Sky High

- a. Presentation, discussion and possible recommendation to city council regarding support of PACE

Jeff Pena made a **Motion** to recommend that the City Council participate in the PACE program. Ed Garcia second the motion. Motion **Passed** Unanimously

b. Industrial Revenue Bond
No Action

Discussion and possible action with Project Wing Tips
No Action

Discussion and possible action regarding Analyst – Admin Position
No Action

Discussion on acquisition and disposal of Real Properties

Jeff Pena made a Motion to authorize Attorney Chris Duncan to prepare a deed upon payment for Gardner Campbell property. Marinell Music second the Motion. Motion **Passed Unanimously**.

Jeff made a Motion to approve Project Enterprise and authorize the purchase and signature of both the President and Vice President to submit the contract this week. Marinell Music second the Motion. Motion **Passed Unanimously**.

VII. Directors Notes
Read the notes

VIII. Adjourn
Motion to close board meeting made by Nicole Mireles and seconded by Ed Garcia. Motion **Passed Unanimously**

It is now 8:27 p.m. and I hereby close the board meeting.



~~Jeff Pena~~ – President (Secretary Position Vacant)
NM