



FREEPORT ECONOMIC DEVELOPMENT CORPORATION

REGULAR BOARD MEETING

FREEPORT POLICE DEPARTMENT

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

Tuesday, March 9, 2021, 6:00 p.m.

DIRECTORS:

Jeff Pena:	President
Marinell Music:	Vice President
Mingo Marquez:	Finance
VACANT:	Secretary
Ed Garcia	
Trey Sullivan	
Nicole Mireles	

Courtland Holman: Executive Director
Tim Kelty: City Manager (Ex-Officio)
Christopher Duncan: Attorney
Open seat: Jerry Cain

FREEPORT ECONOMIC DEVELOPMENT CORPORATION
MEETING AT FREEPORT POLICE DEPARTMENT MUNICIPAL COURT ROOM
430 NORTH BRAZOSPORT BOULEVARD, FREEPORT TEXAS
REGULAR BOARD MEETING AGENDA
Tuesday, March 9, 2021, 6:00 p.m.

THE MEETING WILL BE OPEN TO ATTENDANCE IN PERSON BY THE GENERAL PUBLIC. THE GENERAL PUBLIC MAY JOIN THE PUBLIC MEETING REMOTELY BY TELECONFERENCE BY DIALING:

Dial-in number (US): (701) 802-5187 and using Access code: 4440124

OR

AUDIO VISUAL CONFERENCE CALL USING:

PCs, Macs®, Chromebooks™, iOS and Android™ phones and tablets.

For users wanting to view and listen to the council meeting via a web browser go to

https://join.freeconferencecall.com/edc_mtg_030921

International dial-in numbers: https://fccdl.in/i/edc_mtg_030921

Online meeting ID: [edc_mtg_030921](#)

For additional assistance connecting to the meeting text "Help" to the Dial-In number above. Message and data rates may apply.

Remote participants will not be able to address the Board directly but may send comments via email to publiccomments@freeport.tx.us any time prior to or during the meeting. All comments received will be read aloud into the record.

I. Call to Order

II. Invocation and Pledge

III. Citizen Comments

Citizens allotted 3 minutes for comments

Board Comments

- a. President Jeff Pena: announcements and comments.
- b. VP Marinell Music: announcements and comments.
- c. Finance Mingo Marquez: announcements and comments.
- d. Ed Garcia: announcements and comments.
- e. Trey Sullivan: announcements and comments.
- f. Nicole Mireles: announcements and 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 Any item requiring additional discussion may be withdrawn from the Consent Agenda by Board Member or Executive Director and acted upon separately.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 February 2 Special Board Meeting and February 9 Regular Board Meeting.
- b) Approve December and January Financial Statement.

V. Discussion and Action

- a. Discuss and take possible action for Membership with the Economic Development Alliance for Brazoria County and pay attached invoice. (Courtland)
- b. Discussion and possible action 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. (Courtland)
- c. Discussion of feasibility and possible request by FEDC Sub-Committee to the City regarding the use of the City's Visitor Center Building. (Nicole)

VI. Executive Session – Adjourn into Executive Session

It is now _____ 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. (Duncan)

- 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 ____ 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
- Discussion and possible action with Project Wing Tips
- Discussion and possible action regarding Analyst – Admin Position
- Discussion on acquisition and disposal of Real Properties

VII. Directors Notes

VIII. Adjourn

Motion to close board meeting made by _____ and seconded by _____.
Motion _____.

It is now ____ p.m. and I hereby close the board meeting.

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 Saturday the 6th day of March 2021 by 5:00p.m.



COURTLAND HOLMAN, Executive Director



Betty Wells- City Secretary
City of Freeport Texas

IV -a

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

SPECIAL 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 Tuesday February 2, 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.

MEMBERS OF THE BOARD PRESENT: Quorum Present

DIRECTORS:

Jeff Pena: **President**
Marinell Music: **Vice President**
Mingo Marquez: **Finance**
Lesa Girouard: **Secretary**
Ed Garcia
Trey Sullivan
Nicole Mireles

Courtland Holman: Executive Director
Tim Kelty: City Manager (Ex-Officio)
Christopher Duncan: Attorney
Open seat: Jerry Cain

Visitors In Attendance:

None

I. Call To Order:

President Jeff Pena opened the meeting at 6:01 p.m. A quorum was present: Jeff Pena, Marinell Music, Lesa Girouard, Ed Garcia and Nicole Mireles. Trey Sullivan was absent. Mingo Marquez came in late at 6:35 p.m.

II. Invocation and Pledge

President Pena led the Pledge of Allegiance.

III. Citizen Comments

None

Board Comments

None

IV. Discussion and Action

- a) Discuss and take possible action to hire or contract additional personnel.
- b) Discuss and take possible action regarding Bylaws
- c) Discuss and take possible action regarding Special Meetings

Ed Garcia made a motion that we table all items in agenda items IV due to these items not qualifying for special session or emergency. Nicole Mireles seconded the motions agreeing with Ed and stated that we have already discussed all items in prior meetings. Motion **Passed** Aye 3, Nay 2

V. **Executive Session - Adjourn into Executive Session**

It is now 6:07 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation February 2, 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. Discussion regarding Wing Tips
2. Discussion regarding project Sky High
3. Discussion regarding Realty World
4. Discussion regarding Lucy Goose
5. Discussion regarding Visitor Center

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. Executive Director

Reconvene into Open Session

Board President Statement (Meeting Run by Lesa Girouard):

It is now 8:10 p.m. and I hereby close the executive session of the Freeport Economic Development Corporation and do hereby reconvene the regular open session.

A. Section 551.087 (Economic and Community Development Matters)

1. Discussion and possible action with Project Wing Tips

No action taken

2. Discussion and possible action with Project Sky High

No action taken

3. Discussion and possible action with Realty World

Nicole Mireles made motion to secure the Realty World site and to investigate if there's any fencing available from the City of Freeport to secure the area. If not, that Courtland Holman be authorized to purchase the fencing and to secure the area. Motion was seconded by Mingo Marquez. Motion **Passed** Unanimously

4. Discussion and possible action with Lucy Goose

Mingo Marquez made motion to offer Lucy Goose a lease agreement to begin on March 1, 2021 at \$800.00/month with a 30 day out. Vent Hood will be purchased by the FEDC on a monthly basis for a total price of \$9,600.00. Motion was seconded by Ed Garcia. Motion **Passed** Aye 5, Nay 1

5. Discussion and possible action with Visitor Center:

Mingo Marquez made a motion to form a subcommittee in order to draft a proposal to the city for the FEDC to use the Visitor Center. Subcommittee to include Nicole Mireles, Ed Garcia, Mingo Marquez, Jeff Pena as alternate. Motion was second by Nicole Mireles. Motion **Passed** Unanimously

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. Discussion and possible action with Executive Director
No action taken

VI. **Adjourn**

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

It is now 8:15 p.m. and I hereby close the board meeting.

- Secretary

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, February 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
Trey Sullivan (remote at 6:38 PM)

Courtland Holman: Executive Director
Tim Kelty: City Manager
Christopher Duncan: Attorney
Stephanie Russell: Finance Director

Visitors in Attendance:
David McGinty
Sam Reyna
Ruben Renabato
Melanie Oldham
Jerry Cain

I. CALL TO ORDER:

President Jeff Pena opened the meeting at 6:05P.M. A quorum was present: Jeff Pena, Lisa Girourd, Nicole Mireles, Mingo Marquez, Marinell Music, Ed Garcia and Trey Sullivan (remote starting at 6:37PM).

II INVOCATION AND PLEDGE

President Pena led the Pledge of Allegiance.

III CITIZEN COMMENTS

Unknown citizen(s) as name not recorded: Downtown looks good. EDC working in Collaboration with City.

Board Comments:

President Jeff Pena:

Jeff mentioned that the fountain is running 24/7. Jeff wants the public to know he takes his EDC and City Council duties seriously. Jeff wants to open communications, greater transparency, and stresses collaboration with board members and the community.

Vice President Marinell Music:

None

Director Nicole Mireles:

Nicole asked who will talk responsibility of the fountain maintenance? Answer was City Parks Department. Nicole stated that she, Ed and Mingo want to put something on the next agenda and handed out a flyer.

Director Mingo Marquez:

Said he is glad to see the fountain painted an operational and hope the city will try to keep and maintained. He thanked everyone for making it happen.

Director Ed Garcia: None

Director Trey Sullivan: None

IV Consent Agenda

- A. Approve Meeting Minutes for January 12, 2021 Regular Board Meeting and January 14 Special Board Meeting.

Jeff Pena asked if Lesa Girouard took minutes and Lesa stated she did. Courtland Holman puts his, Chris Duncan (if any) and hers together.

B. Approve December Financial Statement

Pulled from Agenda due to clarity of print and will be reviewed at the March regular board meeting.

Director Mingo Marquez made a motion to approve consent Meeting Minutes. Director Nicole Mireles seconded the motion. Motion **Passed** Unanimous.

V Discussion and Action

(Administrative)

- a. Discuss and take possible action to hire or contract additional personnel.
 - i. Discuss and take possible action to contract a person to take meeting minutes.

Jeff opened the discussion that he desired to have someone hired to take the meeting minutes as it takes time from Courtland Holman to do the minutes and want to contract this out. Jeff had a discussion with Director Marinell Music and wanted to make a motion to have Director Music contract this out.

Director Ed Garcia stated that this item has already been discussed in prior meetings.

Director Ed Garcia made a motion that Courtland Holman would continue to take the meeting minutes until the assistant to Mr. Holman was hired. Director Nicole Mireles second.

Director Marinell Music stated that she did not feel it was effective for Courtland Holman to be taking the notes and that it is hard for him to stay engaged in the meeting as well as time to type up the minutes. Jeff stated the same and desires the minutes be typed up the same week. Mingo Marquez asked if this would be a responsibility of the new hire. Both Nicole Mireles and Mr. Holman stated yes, it is part of the job description. Nicole Mireles commented that she has an issue that Jeff appointing Marinell to hire the person to take the minutes as Jeff has tried two or three times to hire Jennifer Hawkings and Jennifer used to work for Marinell and stated that will happen again and disagrees with this.

Motion **Passed** 4 Aye, 2 Ney. Trey Sullivan not on line yet.

- f. Discuss and take possible action per existing contract with Gardner Campbell the deeding of two FEDC lots upon Building permit for 606 W 1st Street is issued.

This item was moved up before “b”

Courtland Holman presented and attached in the board packet the signed Original Agreement and Amendment Number One. Mr. Holman stated that the Second Amendment was never signed by either the FEDC nor Gardner Campbell. We are going off of Amendment Number One of which Mr. Campbell has pulled the permit as required and Mr. Campbell is requesting the two lots be sold to him per the agreement.

Jeff Pena requested Attorney Chris Duncan to verify the signed current amended contracts and understood there was some discrepancy other contracts.

Chris Duncan stated that only the original contract was in the packet and not the subsequent amendment. Jeff Pena stated there is two signed contracts in the packet.

Nicole Mireles asked how many contracts are there where Courtland Holman responded there are only two as the third one was never signed. Chris Duncan recommended that this item be discussed in executive session as we have items of property in executive session to be discussed already.

Ed Garcia made a motion to move this item into executive session. Mingo Marquez seconded the motion. Jeff Pena asked for comments.

Gardner Campbell state the reason for the first supplement agreement was remodel 614 W First Street and deed the property which would co-exist with the other properties. At that time, it was hard to get a quorum of the FEDC to deed the property to Mr. Campbell after 5 months. So, Mr. Campbell came back to the board asking for a change in the agreement before he build the next \$175,000 project can the waterfront property be deeded to him as he builds the house, he can get a buyer. The last waterfront deed that was issued was from the First Supplemental Agreement. The (Third) Second Supplement Agreement is the same agreement with a different timeline. Material prices are rising where it is getting closer to a break even in development cost as cost have increased \$30,000. He has ordered all the material and pulled the permit. Mr. Campbell state he has spent over \$1 Million and want to spend another \$175,000 to build the house. He also needs to replat all of the properties that was not expected.

He plans on pulling permits and start to build the next house 30 days after starting this house.

Mr. Sam Reyna stated that building material are rising. Estimates are only good for ten days it used to be 30.

Melanie Oldham asked that in our executive session in our master plat there was discussion to have a walking trail or public access on the levy waterfront.

Courtland Holman stated that precedence has already been set as one lot has been sold to Gardner Campbell so placing a walking trail is not possible on property we no longer own. A precedence has already been set per the First Supplemental agreement where we sold the property to Mr. Campbell per the agreement.

Mr. Campbell said the master plan is wonderful but not a reality in the financial world. He would like to see trail but his land connects to private property adjacent to his. The Master Plan did not take that into consideration.

Jeff Pena asked for a vote to move to executive session. Motion **Passed** Unanimously.

Trey Sullivan is on line after this vote at 6:38 PM.

b. Discuss and take possible action regarding Bylaws.

i. Prevent board members from abstaining from vote.

Jeff Pena made a motion amend the By-Laws do disallow abstention requiring board members to vote Yes or Nay on items presented to the board on a vote. Marinell Music second the motion.

Nicole Mireles asked what By-Laws are to be amended. Jeff Pena responded the abstention on one motion at a time in order for all changes to the by-laws to be discussed.

Mingo Marquez stated that there should be language that you can abstain if there is a conflict of interest. Chris Duncan state there is already a provision in the law that you don't have to abstain from the vote as you should not be a participant.

Motion **Passed** 6 Aye to 1 Ney.

- ii. Board members shall be required to attend a special meeting if they request a special meeting.

Jeff Pena discussed that a person requesting a special board meet must attend the board meeting and made the request to the president and vice president. Nicole Mireles suggested in person attendance.

Jeff Pena made a Motion to amend the By-Laws that board members attend in person a special meeting if that board member request the special board meeting. Further all special meeting must be made to the president and vice president who shall be responsible to make the agenda. Nicole Mireles second the motion.

Mingo Marquez asked for wording that be included that you can attend via call-in or online as the Governor is allowing this right now due to the issues we live in right now.

Chris Duncan stated council are allowed in person meeting and that the on-line is just a curtesy but not a legal requirement.

Tim Kelty stated that you can still participate remotely. Chris Duncan said that the current Governor's order does not prohibit in person only if the board desires.

Jeff Pena discussed that there has been some issue in notifying the president and vice president when special meeting is called and wanted to make sure that they are informed for clarity and transparency.

Jeff Pena amended his motion that all request for special meetings must be made to both the President and Vice President.

Trey Sullivan said he does not see the second part on the agenda regarding the request to be to the president and vice president.

Jeff Pena left the language broad but does not disqualify the motion.

Ed Garcia said that what is on the agenda regarding attending the special meeting is the only item to be discussed and moved to vote only what is on the agenda.

Trey Sullivan agreed with Ed Garcia this is on transparency.

Jeff Pena said he is trying to allow the flexibility of the discussion based upon the subject heading and not to just the motion in the subject heading.

Jeff Pena asked Chris Duncan if what he is recommending is a fair discussion based upon the agenda heading. Chris Duncan said this agenda

heading is a bit more restrictive and not broad enough so the board should only vote on the item listed in the agenda. If the board wants to have a broader discussion at a later meeting the board can vote on the additional request at that time.

Jeff Pena amended his motion that the board member attend, in person, the special board meeting if that board member requested the special meeting.

Ed Garcia stated that the motion should reflect what is on the agenda. Chris Duncan stated the motion is close enough in the description on the agenda.

Motion was second by Nicole Mireles.

Trey Sullivan asked attendance in person is required even in a pandemic. Chris Duncan said this is the motion. Jeff Pena said required attendance in person.

Mr. Sam Reyna asked to Chris Duncan on the process of placing an item on the agenda but was informed that can't be discussed as that is not an item on the agenda for discussion.

Motion that the board member attend, in person, the special board meeting if that board member requested the special meeting. Motion **Passed** 6 Aye, 1 Ney.

iii. Bi-monthly Meetings

Jeff Pena stated that the FEDC has a lot of work ahead of us with many big projects, discussions with corporations, bonding, and others where having a meeting a month is not practical to have meaningful conversations, progress or decisions. He would like to have bi-monthly meeting set at a regular time on a Tuesday at 6PM so everyone can plan accordingly and work forward together on all the items as we move ahead.

Jeff Pena made a motion to have Bi-Monthly meetings for the FEDC board. Marinell Music seconded the motion.

Trey Sullivan asked do these meeting need to be attended in person. Chris Duncan was asked if they need to be in person and Chris stated that it is not part of the motion and is a separate issue and separate motion. This is a regular meeting and will need to be on a separate agenda as the board already attends remotely for regular meetings.

Jeff Pena had a question if these Bi-Monthly meeting would count to attendance. Chris Duncan stated yes as these would be regular board

meetings. Discussed was current number of absences per year of 3 in a row and 4 in a calendar year. Jeff Pena stated he is open to increase the number of absences. Mingo Marquez said that this would need to be on a separate meeting.

Discussion on length of meetings were brought up to 11 PM which no one desired so possible of having additional meetings would reduce the length of the meetings.

Ed Garcia stated that the projects we are working on should last two hours per meeting.

Jeff Pena discussed that we have growing opportunities that Courtland Holman and the board have brought to be worked on.

Motion **Failed** 4 Ney, 3 Aye.

- c. Discuss and take possible action approving a Resolution listing authorized persons for the Corporation's bank accounts and to reflect the new officers and removing Stephanie Russell (Finance Director) from signing authority of the FEDC.

Ed Garcia asked what is the Resolution number. Chris Duncan said as this is the first resolution it would be 2021-1.

Stephanie Russell stated that there are four people on the bank account which are the President (Trey Sullivan), Vice President (Marinell Music), Treasure, Stephanie, Courtland. This resolution is to replace Trey Sullivan with Jeff Pena, Mingo Marquez and remove Stephanie.

Ed Garcia made a motion to pass Resolution 2021-001. Nicole Mireles second the motion. Motion **Passed** Unanimously.

(Economic Development Projects and Realty)

- d. Discussion and Possible Action regarding adopting updated Strategy and Mission Statement to align with Updated Economic Conditions and Retail Landscape

This item has been tabled.

- e. Discussion and Possible Action regarding Marketing of EDC Property with Realty Broker Representation

Jeff would like to offer his services to market the FEDC 8 acre property on Loop Net, MLS, and other services pro bono.

Trey Sullivan ask if this is a conflict. Chris Duncan said it is not a conflict as he is not being paid.

Lesa Girourd said she has lots of experience on conflict of interest as there can still be a gain even though there is zero dollars. Chris gave a hypothetical of a conflict.

Jeff Pena rescinded his offer but would like to have the board having the sign on the property.

Chris Duncan said there are two questions. 1.Can the FEDC list the property on the MLS or broker website without a real estate or broker site? Jeff stated not effectively if we leave the FEDC to negotiate transaction and contract we will be at a disadvantage. 2. If the FEDC allows Jeff to list the property who would list the property, who is the contact person. Jeff said Courtland. Jeff would not be able to negotiate but any items would be to the board. Chris asked that if Jeff was listed as the agent selling the property without taking any fee would that anyway benefit the FEDC. Would that reduce the fee. Jeff Pena described the fee structure and the agent that brought a client would get 3% but is negotiable.

Chris Duncan stated then the motion should be that the board would authorize Jeff Pena to use his real estate license to the site listed on web sites and other places effectively marketed without any fee and the contact person is on the advertisement would be Courtland Holman. Any negotiations would be with the board. Chris thinks this would eliminate any conflicts.

Lesa Girourd asked about the sign, who would be on the sign. Jeff Pena responded that it would be an FEDC sign with FEDC information without Pena Real Estate.

Ed Garcia made a motion to have Jeff Pena duly authorize by the FEDC to list the 8.8 acres, that the FEDC owns, on any and all listings, websites, advertisement normally used by real estate professionals to advertise and market the site no compensation. All advertisement will direct potential buyers to contact the FEDC at the FEDC number at city hall and signage will be paid by the FEDC and only have the FEDC name and contact information. Nicole Mireles second the motion. Motion **Passed** 6 Aye, 1 Recusal by Jeff Pena.

- g. Discussion and Possible Action regarding Signage - 3 types : Branding, Way - Finding, TXDOT - Retail

Jeff Pena discussed the three types of signage and various landmarks in Freeport. Txdot has signs at various locations with business names and restaurants for the upcoming exists. It was previously discussed that we should have signs on the road identifying businesses to promote them. A list of

businesses was stated. Jeff sees the value as you drive the various roads. Mingo Marquez asked if we have fund set aside for this. Jeff Pena said yes.

Marinell Music said Mr. Ruben on research he has done on signage as you drive into Lake Jackson and would like to present to the board on his research on the highways.

Nicole Mireles asked Tim Kelty if the city has a person that works on signage.

Tim Kelty told the board that LeAnn Strahan our Destination Director has taken on the tourism role and could assist on Wayfinding signage.

Jeff Pena will reach out to LeAnn to determine scope of what she is working on and if it includes Txdot roads.

Tim Kelty will be meeting with the area engineer with Txdot and will try to bring it up with them.

No Action taken.

- VI.** It is now 7:26 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation February 9, 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:

- B. Section 551.087 (Economic and Community Development Matters)
 - a. Project Sky High
 - b. Discussion on acquisition and disposal of Real Property (Jeff)

- 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. Executive Director
 - 2. Administrative Assistant

Reconvene into Open Session

Board President's statement:

It is now 8:35 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

Discussion and possible action regarding acquisition and disposal Real Properties

Discussion and possible action regarding Executive Director

Discussion and possible action regarding Analyst – Admin Position

Nicole Mireles made a motion to table discussion on 606 West First street until more information is given at the next meeting on March 9, 2021 or a special board meeting. Ed Garcia second the motion. Motion **Passed** Unanimously.

VII. Directors Notes

Not discussed but already in board packet.

VIII. Adjourn

Motion to close meeting made by Ed Garcia and **seconded** by Nicole Mireles.

Motion **Passed** unanimous.

It is now 8:35 pm and I hereby close the board meeting.

- Secretary

Freeport Economic Development Corporation

Title: Monthly Financial Report

Date: February 9, 2020

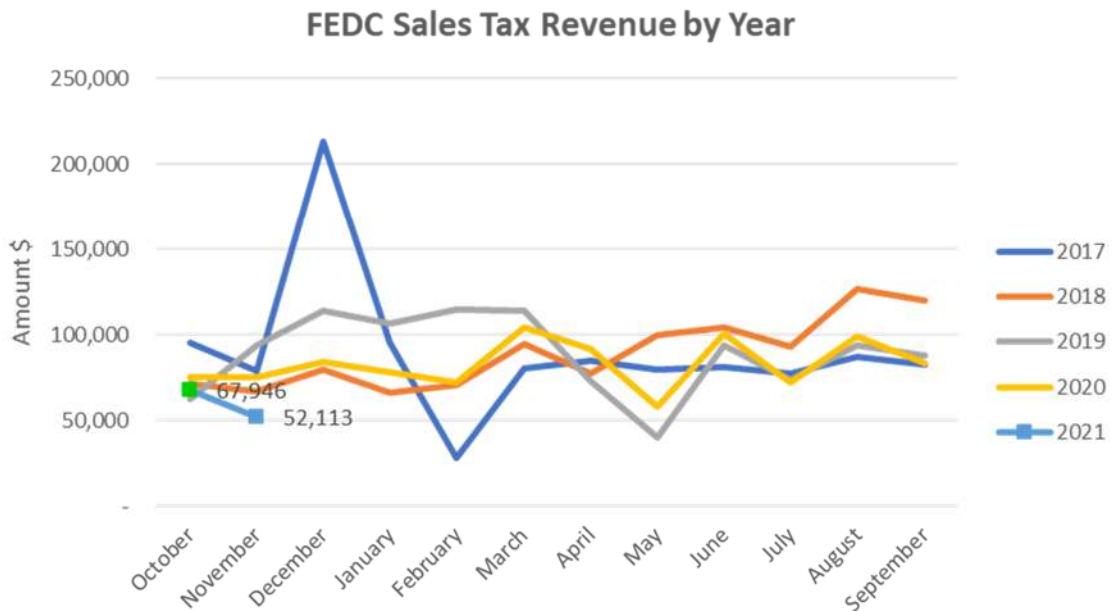
From: Stephanie Russell, Assistant City Manager/Finance Director

Staff Recommendation: N/A

Item Summary:

The attached financial report is through December 31, 2020.

- Sales Tax Revenue through November (received in January) was over \$120,059, which is down from last month and last fiscal year to-date.



- All expenditure categories are under budget for the period.

Special Considerations:

N/A

Financial Impact:

Overall, net Revenue less Expenditures for the period is \$77,896 which is up from the last month.

Revenue & Expenses	FY20 Actual*	Current Budget	Actual YTD
Beg. Fund Bal.*	729,841	892,212	892,212
Revenue	694,360	1,070,120	120,749
Expenses	831,989	1,180,189	42,853
Rev. Less Exp.	-137,629	-110,069	77,896
Plus, Transfers In	300,000	0	0
End. Fund Bal.	892,212	782,143	970,108

**Unaudited*

Balance Sheet	Actual YTD
Assets	
Main Bank Acct.	938,851
2nd Bank Acct.	15,337
Sales Tax Receivable	52,113
Due from City	0
Total Assets	1,006,301
Liabilities	
Note Payable to City	0
Accounts Payable	-525
Cash Due to City	36,718
Beg. Fund Bal.	892,212
Rev. Less Exp/Trf	77,896
Total Liab. & Fund Bal.	1,006,301

Board or 3rd Party recommendation:

N/A

Supporting Documentation:

Revenue & Expense Report

CITY OF FREEPORT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2020

30 -ECONOMIC DEVELOPMENT FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
ALL REVENUE	<u>1,070,120</u>	<u>390.66</u>	<u>120,748.95</u>	<u>0.00</u>	<u>949,371.05</u>	<u>11.28</u>
TOTAL REVENUES	1,070,120	390.66	120,748.95	0.00	949,371.05	11.28
<u>EXPENDITURE SUMMARY</u>						
<u>ECONOMIC DEVELOPMENT FUND</u>						
SALARIES	158,330	12,026.20	24,947.26	0.00	133,382.74	15.76
BENEFITS	57,449	3,641.12	8,347.69	0.00	49,101.31	14.53
SUPPLIES	7,500	0.00	0.00	0.00	7,500.00	0.00
SERVICES	781,050	8,518.96	9,382.96	0.00	771,667.04	1.20
SUNDRY	25,860	0.00	175.00	0.00	25,685.00	0.68
DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	<u>150,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>150,000.00</u>	<u>0.00</u>
TOTAL ECONOMIC DEVELOPMENT FUND	1,180,189	24,186.28	42,852.91	0.00	1,137,336.09	3.63
<u>TRANSFERRED TO</u>						
INTERFUND TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERRED TO	0	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERRED FROM</u>						
INTERFUND TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,180,189	24,186.28	42,852.91	0.00	1,137,336.09	3.63
REVENUE OVER/(UNDER) EXPENDITURES	(110,069)	(23,795.62)	77,896.04	0.00	(187,965.04)	70.77-

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

30 -ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
30-318-3TAX - SALES EDC	1,070,000	0.00	120,058.95	0.00	949,941.05	11.22
30-360-1INTEREST INCOME	120	390.66	690.00	0.00	(570.00)	575.00
30-360-1MISC INCOME	0	0.00	0.00	0.00	0.00	0.00
30-360-2SALE OF PROPERTY	0	0.00	0.00	0.00	0.00	0.00
30-360-4GRANT REVENUE	0	0.00	0.00	0.00	0.00	0.00
30-360-6LEASE INCOME	0	0.00	0.00	0.00	0.00	0.00
30-360-9DONATIONS - MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
30-399-0PROCEEDS FROM SALE OF BOND	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	1,070,120	390.66	120,748.95	0.00	949,371.05	11.28

CITY OF FREEPORT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: DECEMBER 31ST, 2020

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
SALARIES						
30-407-100 SALARIES/WAGES	147,070	11,103.86	22,761.80	0.00	124,308.20	15.48
30-407-165 EDUCATIONAL PAY	3,000	173.10	403.90	0.00	2,596.10	13.46
30-407-175 LONGEVITY	60	6.93	16.17	0.00	43.83	26.95
30-407-180 AUTO ALLOWANCE	6,000	692.31	1,615.39	0.00	4,384.61	26.92
30-407-181 CELL PHONE ALLOWANCE	1,200	50.00	150.00	0.00	1,050.00	12.50
30-407-190 OVERTIME	1,000	0.00	0.00	0.00	1,000.00	0.00
30-407-199 SALARY/AUTO TRANSFER	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES	158,330	12,026.20	24,947.26	0.00	133,382.74	15.76
BENEFITS						
30-407-201 F I C A & MEDICARE	12,112	880.58	1,781.82	0.00	10,330.18	14.71
30-407-210 GROUP INSURANCE	22,198	1,008.37	2,969.93	0.00	19,228.07	13.38
30-407-230 T M R S	22,839	1,752.17	3,595.94	0.00	19,243.06	15.74
30-407-240 WORKMEN'S COMPENSATION	125	0.00	0.00	0.00	125.00	0.00
30-407-291 UNEMPLOYMENT INSURANCE	175	0.00	0.00	0.00	175.00	0.00
TOTAL BENEFITS	57,449	3,641.12	8,347.69	0.00	49,101.31	14.53
SUPPLIES						
30-407-310 OFFICE/COMPUTER SUPPLIES	3,500	0.00	0.00	0.00	3,500.00	0.00
30-407-311 POSTAGE/SHIPPING	200	0.00	0.00	0.00	200.00	0.00
30-407-312 BOOKS/PUBL/SUBSCRIPTIONS	2,000	0.00	0.00	0.00	2,000.00	0.00
30-407-313 PRINTING	500	0.00	0.00	0.00	500.00	0.00
30-407-335 CLOTHING	0	0.00	0.00	0.00	0.00	0.00
30-407-351 FURNITURE & FIXTURES	500	0.00	0.00	0.00	500.00	0.00
30-407-399 OTHER SUPPLIES	800	0.00	0.00	0.00	800.00	0.00
TOTAL SUPPLIES	7,500	0.00	0.00	0.00	7,500.00	0.00
SERVICES						
30-407-411 WATER	300	0.00	0.00	0.00	300.00	0.00
30-407-413 PROFESSIONAL SERVICES	298,250	8,505.00	9,355.00	0.00	288,895.00	3.14
30-407-414 BANK CHARGES	100	13.96	27.96	0.00	72.04	27.96
30-407-415 TELEPHONE	0	0.00	0.00	0.00	0.00	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	87,900	0.00	0.00	0.00	87,900.00	0.00
30-407-434 MARKETING	20,000	0.00	0.00	0.00	20,000.00	0.00
30-407-435 SPECIAL PROJECTS	300,500	0.00	0.00	0.00	300,500.00	0.00
30-407-440 ELECTRICITY	2,000	0.00	0.00	0.00	2,000.00	0.00
30-407-499 OTHER SERVICES	38,000	0.00	0.00	0.00	38,000.00	0.00
TOTAL SERVICES	781,050	8,518.96	9,382.96	0.00	771,667.04	1.20
SUNDRY						
30-407-602 SEMINARS/DUES/TRAVEL	24,860	0.00	175.00	0.00	24,685.00	0.70
30-407-604 AUTO REIMBURSEMENT	0	0.00	0.00	0.00	0.00	0.00
30-407-628 PROPERTY/LIABILITY INSURANC	0	0.00	0.00	0.00	0.00	0.00
30-407-629 PROPERTY TAXES	0	0.00	0.00	0.00	0.00	0.00
30-407-699 OTHER - SUNDRY	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL SUNDRY	25,860	0.00	175.00	0.00	25,685.00	0.68

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

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
<u>DEBT SERVICE</u>						
30-407-700 PRINCIPAL	0	0.00	0.00	0.00	0.00	0.00
30-407-705 COST OF BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
30-407-710 INTEREST EXPENSE	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL OUTLAY</u>						
30-407-880 LAND ACQUISITION	0	0.00	0.00	0.00	0.00	0.00
30-407-899 CAPITAL OUTLAY	<u>150,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>150,000.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	150,000	0.00	0.00	0.00	150,000.00	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	1,180,189	24,186.28	42,852.91	0.00	1,137,336.09	3.63

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

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
<u>INTERFUND TRANSFERS</u>						
30-700-010 TRANSFER TO GENERAL FUND 01	0	0.00	0.00	0.00	0.00	0.00
30-700-034 TRANSFER TO E.D.C DEBT SERV	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED TO	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

30 -ECONOMIC DEVELOPMENT FUND
 DEPARTMENT - TRANSFERRED FROM

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>INTERFUND TRANSFERS</u>						
30-710-010 TRANSFER FROM GENERAL FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,180,189	24,186.28	42,852.91	0.00	1,137,336.09	3.63
REVENUE OVER/(UNDER) EXPENDITURES	(110,069)	(23,795.62)	77,896.04	0.00	(187,965.04)	70.77-

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

34 -SERIES 2001 - DEBT SVC
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 25.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
ALL REVENUE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
<u>EXPENDITURE SUMMARY</u>						
<u>ECONOMIC DEVELOPMENT FUND</u>						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	0	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERRED FROM</u>						
INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

34 -SERIES 2001 - DEBT SVC

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
34-360-1INTEREST INCOME	0	0.00	0.00	0.00	0.00	0.00
34-360-9CONTRIBUTIONS FROM EDC DEBT	0	0.00	0.00	0.00	0.00	0.00
34-399-0PROCEEDS FROM SALE OF BOND	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

34 -SERIES 2001 - DEBT SVC

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
<u>SERVICES</u>						
34-407-414 BANK CHARGES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
<u>DEBT SERVICE</u>						
34-407-700 PRINCIPAL	0	0.00	0.00	0.00	0.00	0.00
34-407-710 INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
34-407-730 DEBT SERVICE FEES	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2020

34 -SERIES 2001 - DEBT SVC

DEPARTMENT - TRANSFERRED FROM

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>INTERFUND TRANSFERS</u>						
34-710-030 TRANSFER FROM EDC	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00



Freeport Economic Development Corporation

Title: Monthly Financial Report

Date: March 9, 2021

From: Stephanie Russell, Assistant City Manager/Finance Director

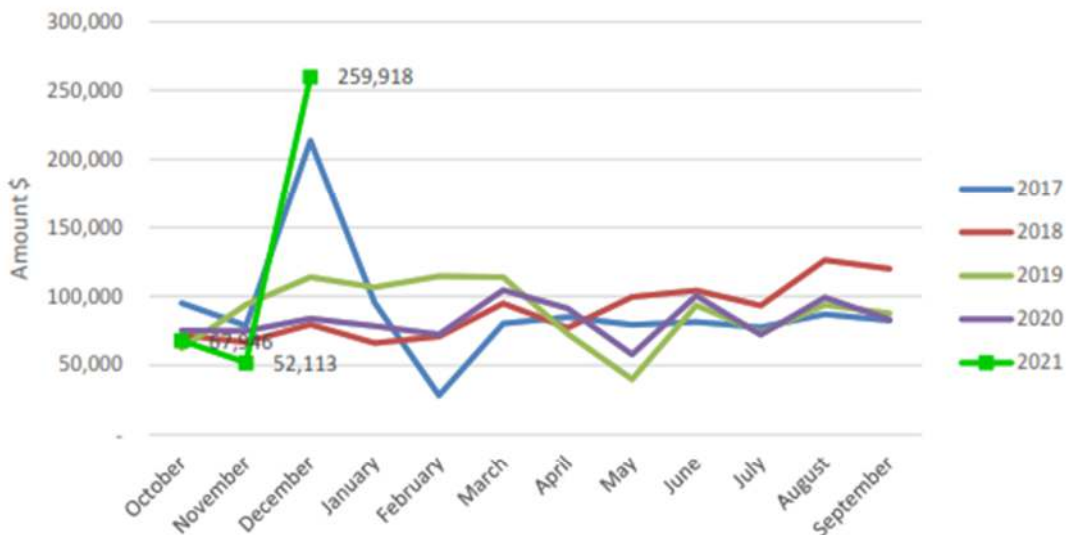
Staff Recommendation: N/A

Item Summary:

The attached financial report is through January 31, 2021.

- Sales Tax revenue through December (received in February) was over \$ 379,977, which is up from last month and last fiscal year to-date. This jump in December (\$259k compared to \$52k in November) is due to revenue generated by the industrial sector – the majority of which is from prior periods (back to September) that were all paid in December. This would also explain the dip in revenue experienced since the beginning of the fiscal year. It appears the payments have been caught up so I would anticipate future periods to follow the normal trend.

FEDC Sales Tax Revenue by Year



- All expenditure categories are under budget for the period.

Special Considerations:

The FY2020 annual report due to the Texas Comptroller has been submitted.

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

30 -ECONOMIC DEVELOPMENT FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
ALL REVENUE	<u>1,070,120</u>	<u>415.12</u>	<u>381,081.79</u>	<u>0.00</u>	<u>689,038.21</u>	<u>35.61</u>
TOTAL REVENUES	1,070,120	415.12	381,081.79	0.00	689,038.21	35.61
<u>EXPENDITURE SUMMARY</u>						
<u>ECONOMIC DEVELOPMENT FUND</u>						
SALARIES	158,330	7,900.80	32,848.06	0.00	125,481.94	20.75
BENEFITS	57,449	2,641.45	10,989.14	0.00	46,459.86	19.13
SUPPLIES	7,500	0.00	0.00	0.00	7,500.00	0.00
SERVICES	781,050	10,100.90	19,483.86	0.00	761,566.14	2.49
SUNDRY	25,860	250.00	425.00	0.00	25,435.00	1.64
DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	<u>150,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>150,000.00</u>	<u>0.00</u>
TOTAL ECONOMIC DEVELOPMENT FUND	1,180,189	20,893.15	63,746.06	0.00	1,116,442.94	5.40
<u>TRANSFERRED TO</u>						
INTERFUND TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERRED TO	0	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERRED FROM</u>						
INTERFUND TRANSFERS	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,180,189	20,893.15	63,746.06	0.00	1,116,442.94	5.40
REVENUE OVER/(UNDER) EXPENDITURES	(110,069)	(20,478.03)	317,335.73	0.00	(427,404.73)	288.31-

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

30 -ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
30-318-3TAX - SALES EDC	1,070,000	0.00	379,976.67	0.00	690,023.33	35.51
30-360-1INTEREST INCOME	120	415.12	1,105.12	0.00	985.12)	920.93
30-360-1MISC INCOME	0	0.00	0.00	0.00	0.00	0.00
30-360-2SALE OF PROPERTY	0	0.00	0.00	0.00	0.00	0.00
30-360-4GRANT REVENUE	0	0.00	0.00	0.00	0.00	0.00
30-360-6LEASE INCOME	0	0.00	0.00	0.00	0.00	0.00
30-360-9DONATIONS - MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
30-399-0PROCEEDS FROM SALE OF BOND	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	1,070,120	415.12	381,081.79	0.00	689,038.21	35.61

30 -ECONOMIC DEVELOPMENT FUND

DEPARTMENT - ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SALARIES						
30-407-100 SALARIES/WAGES	147,070	7,269.24	30,031.04	0.00	117,038.96	20.42
30-407-165 EDUCATIONAL PAY	3,000	115.40	519.30	0.00	2,480.70	17.31
30-407-175 LONGEVITY	60	4.62	20.79	0.00	39.21	34.65
30-407-180 AUTO ALLOWANCE	6,000	461.54	2,076.93	0.00	3,923.07	34.62
30-407-181 CELL PHONE ALLOWANCE	1,200	50.00	200.00	0.00	1,000.00	16.67
30-407-190 OVERTIME	1,000	0.00	0.00	0.00	1,000.00	0.00
30-407-199 SALARY/AUTO TRANSFER	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES	158,330	7,900.80	32,848.06	0.00	125,481.94	20.75
BENEFITS						
30-407-201 F I C A & MEDICARE	12,112	565.14	2,346.96	0.00	9,765.04	19.38
30-407-210 GROUP INSURANCE	22,198	925.60	3,895.53	0.00	18,302.47	17.55
30-407-230 T M R S	22,839	1,150.71	4,746.65	0.00	18,092.35	20.78
30-407-240 WORKMEN'S COMPENSATION	125	0.00	0.00	0.00	125.00	0.00
30-407-291 UNEMPLOYMENT INSURANCE	175	0.00	0.00	0.00	175.00	0.00
TOTAL BENEFITS	57,449	2,641.45	10,989.14	0.00	46,459.86	19.13
SUPPLIES						
30-407-310 OFFICE/COMPUTER SUPPLIES	3,500	0.00	0.00	0.00	3,500.00	0.00
30-407-311 POSTAGE/SHIPPING	200	0.00	0.00	0.00	200.00	0.00
30-407-312 BOOKS/PUBL/SUBSCRIPTIONS	2,000	0.00	0.00	0.00	2,000.00	0.00
30-407-313 PRINTING	500	0.00	0.00	0.00	500.00	0.00
30-407-335 CLOTHING	0	0.00	0.00	0.00	0.00	0.00
30-407-351 FURNITURE & FIXTURES	500	0.00	0.00	0.00	500.00	0.00
30-407-399 OTHER SUPPLIES	800	0.00	0.00	0.00	800.00	0.00
TOTAL SUPPLIES	7,500	0.00	0.00	0.00	7,500.00	0.00
SERVICES						
30-407-411 WATER	300	0.00	0.00	0.00	300.00	0.00
30-407-413 PROFESSIONAL SERVICES	298,250	450.00	9,805.00	0.00	288,445.00	3.29
30-407-414 BANK CHARGES	100	13.96	41.92	0.00	58.08	41.92
30-407-415 TELEPHONE	0	0.00	0.00	0.00	0.00	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	9,074.15	9,074.15	0.00	20,925.85	30.25
30-407-430 ADVERTISING	87,900	0.00	0.00	0.00	87,900.00	0.00
30-407-434 MARKETING	20,000	0.00	0.00	0.00	20,000.00	0.00
30-407-435 SPECIAL PROJECTS	300,500	562.79	562.79	0.00	299,937.21	0.19
30-407-440 ELECTRICITY	2,000	0.00	0.00	0.00	2,000.00	0.00
30-407-499 OTHER SERVICES	38,000	0.00	0.00	0.00	38,000.00	0.00
TOTAL SERVICES	781,050	10,100.90	19,483.86	0.00	761,566.14	2.49
SUNDRY						
30-407-602 SEMINARS/DUES/TRAVEL	24,860	250.00	425.00	0.00	24,435.00	1.71
30-407-604 AUTO REIMBURSEMENT	0	0.00	0.00	0.00	0.00	0.00
30-407-628 PROPERTY/LIABILITY INSURANC	0	0.00	0.00	0.00	0.00	0.00
30-407-629 PROPERTY TAXES	0	0.00	0.00	0.00	0.00	0.00
30-407-699 OTHER - SUNDRY	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL SUNDRY	25,860	250.00	425.00	0.00	25,435.00	1.64

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

30 -ECONOMIC DEVELOPMENT FUND
 DEPARTMENT - ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>DEBT SERVICE</u>						
30-407-700 PRINCIPAL	0	0.00	0.00	0.00	0.00	0.00
30-407-705 COST OF BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
30-407-710 INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL OUTLAY</u>						
30-407-880 LAND ACQUISITION	0	0.00	0.00	0.00	0.00	0.00
30-407-899 CAPITAL OUTLAY	150,000	0.00	0.00	0.00	150,000.00	0.00
TOTAL CAPITAL OUTLAY	150,000	0.00	0.00	0.00	150,000.00	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	1,180,189	20,893.15	63,746.06	0.00	1,116,442.94	5.40

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

30 -ECONOMIC DEVELOPMENT FUND
 DEPARTMENT - TRANSFERRED TO

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>INTERFUND TRANSFERS</u>						
30-700-010 TRANSFER TO GENERAL FUND 01	0	0.00	0.00	0.00	0.00	0.00
30-700-034 TRANSFER TO E.D.C DEBT SERV	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED TO	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

30 -ECONOMIC DEVELOPMENT FUND
DEPARTMENT - TRANSFERRED FROM

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>INTERFUND TRANSFERS</u>						
30-710-010 TRANSFER FROM GENERAL FUND	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,180,189	20,893.15	63,746.06	0.00	1,116,442.94	5.40
REVENUE OVER/(UNDER) EXPENDITURES	(110,069)	(20,478.03)	317,335.73	0.00	(427,404.73)	288.31-

CITY OF FREEPORT
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

34 -SERIES 2001 - DEBT SVC
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
ALL REVENUE	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	0.00	0.00	0.00	0.00	0.00
<u>EXPENDITURE SUMMARY</u>						
<u>ECONOMIC DEVELOPMENT FUND</u>						
SERVICES	0	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	0	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERRED FROM</u>						
INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

34 -SERIES 2001 - DEBT SVC

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
34-360-1INTEREST INCOME	0	0.00	0.00	0.00	0.00	0.00
34-360-9CONTRIBUTIONS FROM EDC DEBT	0	0.00	0.00	0.00	0.00	0.00
34-399-0PROCEEDS FROM SALE OF BOND	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUE	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

34 -SERIES 2001 - DEBT SVC

DEPARTMENT - ECONOMIC DEVELOPMENT FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>SERVICES</u>						
34-407-414 BANK CHARGES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
<u>DEBT SERVICE</u>						
34-407-700 PRINCIPAL	0	0.00	0.00	0.00	0.00	0.00
34-407-710 INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
34-407-730 DEBT SERVICE FEES	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
TOTAL ECONOMIC DEVELOPMENT FUND	0	0.00	0.00	0.00	0.00	0.00

CITY OF FREEPORT
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2021

34 -SERIES 2001 - DEBT SVC
 DEPARTMENT - TRANSFERRED FROM

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>INTERFUND TRANSFERS</u>						
34-710-030 TRANSFER FROM EDC	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERRED FROM	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00

Discussion and Action

V-a



Freeport Economic Development Corporation

Title: Consideration Membership with the Economic Development Alliance for Brazoria County.

Date: March 9, 2021

From: Courtland Holman – Executive Director

Staff Recommendation:

Staff recommends approval of an annual Membership with the Economic Development Alliance for Brazoria County that the City and FEDC will utilize.

Item Summary:

The Alliance provides an Economic Development service for the entire county of which cities in the county participated and fund. The City and FEDC utilized their services as they help attract businesses to the City as well as provide data to the city and support when we meet with the developers.

The Alliance is working of a video for the County of which there will be a 30 second segment for the FEDC to use.

The Alliance has quarterly conferences that are attended by elected representative both State and Local (currently suspended until Covid restrictions are removed) as well as round table meetings with the various EDC representative in the county.

Background Information:

For the past two years or more the City has been paying the annual fee. The City would like the FEDC to pay the annual membership fee as this is more of a function that the FEDC will utilize.

Special Considerations:

The Alliance major funding source is the County.

Financial Impact:

\$6,000.00 to account 30-407-602 that has a remaining balance \$22,994.87 as the conferences have been on line or canceled until Covid restrictions are removed.

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Invoice Attached

Economic Development Alliance for Brazoria County
 4005 Technology Drive, Suite 1010, Box 2
 Angleton, TX 77515
 979-848-0560 | fax: 979-848-4030
 www.eda-bc.com

Invoice

Invoice Date: 12/1/2020
Invoice Number: 12711
P.O. Number:

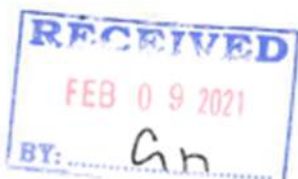
City of Freeport
 Mr. Brooks Bass
 200 West Second Street
 Freeport, TX 77541

We appreciate your prompt payment.

		Terms	Due Date
		Net 30	12/31/2020
Description	Quantity	Rate	Amount
Trustee Annual Investment January 2021 - December 2021	1	\$6,000.00	\$6,000.00
Subtotal:			\$6,000.00
Tax:			\$0.00
Total:			\$6,000.00
Payment/Credit Applied:			\$0.00
Balance:			\$6,000.00

If you've already arranged a payment for this invoice, please disregard this notice.

Thank you for your continued support of The Economic Development Alliance for Brazoria County!



THE CITY OF



FREEPORT

200 West Second St • Freeport, TX 77541

979.233.3526 • Fax 979.233.8867

Freeport Economic Development Corporation

Title: Hire Ochoa Home Building and Design to secure for safety issues 2 structures and other work on Realty World project

Date: March 9, 2021

From: Courtland Holman – Executive Director

Staff Recommendation:

Staff recommends approval of the quote to hire Ochoa Home Building and Design to secure for safety issues 2 structures and other work on the Realty World project. Eighty percent of the contract (\$3840.00) to secure the property will be due at start of job with the reminder upon completion (\$960.00).

Item Summary:

On February 2, 2021 Special Board meeting the board took action to secure the property that Retail World has not performed per their agreements.

Nicole Mireles made motion to secure the Realty World site and to investigate if there's any fencing available from the City of Freeport to secure the area. If not, that Courtland Holman be authorized to purchase the fencing and to secure the area. Motion was seconded by Mingo Marquez. Motion **Passed** Unanimously

Background Information:

The FEDC approved a public-private development agreement with Realty World with clawback requirements if Realty World did not perform. There have been four agreements, the Original (dated November 7, 2018), First Amendment (signed August 22, 2019), Second Amendment (signed April 12, 2020), Third Amendment (signed May 12, 2020) and a Default of Development Agreement (Forbearance) letter on June 3, 2020 in hope of bringing the project back in compliance.

On November 10, 2020 MOTION made by Marinell Music for "Chris Duncan to draft and file a Lawsuit to recover the property for which Realty World has a breach of contract with the FEDC." Ed Garcia second. PASSED unanimously.

Special Considerations: None.

Financial Impact:

\$4,800 to account 30-407-435 that has a remaining balance \$289,030.56 if this invoice is paid.

Board or 3rd Party recommendation: N/A

Supporting Documentation:

Invoice Attached

QUOTE



DATE
03-04-2021

EXPIRATION DATE
03-08-2021

INVOICE NO
0001

Ochoa Home Building &
Design
1742 W 5th St.
Freeport, TX 77541
(979)-824-2797
Fax: Fax
Ohbd.tx@gmail.com

TO: City Of Freeport
200 W. 2nd St.
Freeport, TX 77541
(979)-233-3526
Customer ID: N/A

	JOB				PAYMENT TERMS	DUE DATE
--	-----	--	--	--	---------------	----------

0001

Due on
Receipt

QUANTITY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
120		WEATHERIZE OF (2) 2 STORY UNITS. CLEAN-UP OF PREMISES. ROOF FIX. HOUSE WRAP FIX.	30		\$3,600
80		MATERIALS: STUDS, HOUSE WRAP, ROOF SHINGLES, NAILS, WEED KILLER. ETC.	15		\$1,200

Total Discount

Subtotal	\$4800
Sales Tax	0.00
Total	\$4,800

Quotation prepared by:

This is a quotation on the goods named, subject to the conditions noted below: Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return:

NOTES: Will start working on this as soon as it gets approved.

(2) guys on the field, (1) in the office for (4) days.

80% of the total amount is due upon agreement, and the rest at the end of the project.

VII

Directors Notes

February 6 through March 5, 2021

Week of February 8

Meeting with Project Sky High on Industrial and 8 Acre mixed use

Meeting with Brian of Wells Nursery at Realty World Project to mow and weed site.

Various conversations with Project Wing Tips on Texas Enterprise Funds. Working to schedule a physical site tour of property that has been identified for their plant.

Various conversations with Project Sky High in PACE financing tool on projects they are bringing to Freeport: To provide a detail listing of the projects this finance program will directly affect, please see below:

1. Solar Operations and Maintenance Training Facility- 400 Employees
2. Establishment of Racetrac with-in the Freeport MSA
3. Any manufacturing upgrades to existing manufacturers looking to reduce their carbon footprint and capture carbon credits.
4. Smart City and Downtown Redevelopment to include the city owned 8.8 acres

Update on Fire Protection permit from City for the Barcadia restaurant to get them open.

Schedule transportation of for upcoming site tour with Project Wing Tips scheduled on 2/18/2021.

Lisa Girouard resignation from the board via email

Start discussion with a small hand crafted Furniture Maker and surfboard maker that will do retail in front of store and makes items in back of store. I will start looking for a location. He is moving his operations to Freeport from another community.

Week of February 15

Office closed from February 15 through 19

Zoom call with Project Sky High for an additional development on the project. This is clean water manufacture that will bottle water. This will be funded with Project Sky High and PACE.

Project Wing Tip site tour moved to next week due weather event.

Discussion with Project Sky High and USDA for USDA REAP Grant application. The application comes to FEDC for the Developer to fill out.

REAP grant application deadline will be in October and March of each year. Grant is 25% of purchase and installation cost; however, there is a cap on the amount of the grant. October grant-cap of \$20,000 or less; March grant-cap of \$500,000 or less

Damon Carson of Re-purposed Material Inc is looking for an existing building consisting of Warehouse: 20,000-50,000 sq ft of warehouse, Outside Storage: minimum of 1.5+ acres of gravel or paved outside storage (fenced perimeter preferred) , Zoning: Outside storage of materials MUST be a permitted use. I have sent them the Zachary properties that Cushman Wakefield is representing.

Project Wing Tip canceled trip and will need to reschedule for March 3rd.

Connected Project Sky High to the Lucas Group on hiring Veterans.

Sent various sites to Furniture Maker and surfboard maker he and I continued to talk over the weekend as he toured the town looking at the sites. I will be putting him in contact with the property owners or agents next week.

Week of February 22 through 26

City Council presentation on By-Laws

SBA Zoom meeting on PPP and EIDL

Zoom meeting with Tim, Chris, Project Sky High, and representatives of PACE. They will be sending the Resolution from the PACE Authority for the FEDC to review and city to adopt to attract energy and water saving developments. This offsets debit from development. PACE will be presenting at our next FEDC board meeting and at City council if the Board recommends approval.

Transportation Committee meeting at Brazosport Chamber of Commerce

Meeting with Jason Muira of the Port to tour their property for Project Wing Tips

Attended the Port's Special Board meeting with Rep Vasut via Zoom.

Week of March 1 through 5

Meeting with Toby Davenport on his properties and update him on what is happening in Freeport.

City Staff Meeting

Have city deliver Fencing to Realty World Project on Wednesday for Straight Fence Company to install on Thursday. Wells Nursery had cut the grass and removed the debris from the site.

Site tour and discussion of Project Wing Tips with their CEO, CFO and Manager. City, GHP, and Port attended the tour and discussion of the site and incentives. They want to make a decision of site in April.

Work on Agenda with Jeff.