

**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 Tuesday, October 12, 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:

Melanie Oldham
Pete Garcia
Matt Rowden
Jeremie Clark
Nick Rodriguez
Van Tomlinson
Jason Hayes
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, Shonda Marshall and Jeff Pena.

II. Invocation and Pledge

Shonda Marshall led the invocation and President Ed Garcia the Pledge.

III. Citizens Comments

Melanie Oldham said she resides at 922 w 5th. Melanie Oldham said she is a member of the public and attended EDC meetings for the last 5-6 years. Melanie Oldham stated that she is excited to see that the EDC board is looking to not just reach out to large industries but to local small businesses that we need to support. Melanie Oldham said she is pleasantly surprised to have met several local business owners at the meeting that came to talk and listen to see what kind of incentives the board has to help them with going through COVID-19 and the weather events that the city had. Melanie Oldham stated that a lot of people have a lot of need. Melanie Oldham reminded the board there is a policy on how grants are given, with serval criteria to ensure that it remains fair across the board. Melanie Oldham said she believes that there should be performance agreements added spelling out that these grants are going to established business with plans to stay and not just fix up a building to turn around and sell. Melanie Oldham reiterated that things need to be fair across the board and wants to point out that word is spreading about the current EDC board caring about small business and wants to help them, but it needs to be a fair process.

Ed Garcia thanked Melanie Oldham and asked if anyone else would like to speak

Jeremie Clark said he has seen the building at either 217 or 212 w Park St and he is wanting to open a chicken and waffles restaurant in that location. Jeremie Clark said that he is ready to move forward with a contract.

Ed Garcia thanked Jeremie Clark.

Mathew Rowden handed out Brazoria CAD information referring to “Gulf Breeze Estates Sec 1, Block 2, Lot 1” and stated that he had been trying to buy this property for about a year. Mathew stated this property is owned by the EDC. Mathew Rowden asked for clarification on if the board wanted to sell the property or what their plans for the property are.

Ed Garcia responded to Mathew Rowden that unfortunately the board cannot respond to requests during the comments section of the meeting. Ed Garcia stated that he understands Mathew Rowden has dealt with the past director and informed Mathew Rowden that he is no longer part of the EDC. Ed Garcia stated that the current board is trying to work through those existing requests and asked Mathew Rowden to bear with the board while they work through it and appreciated him for his time.

Jason Hayes stated he is opening a restaurant on the Brazos where Capt. Kens previously was located. Jason Hayes said he is looking to lease a dock space located on the other side of the levee near the restaurant and is intending for it to be used for boats to be able to dock and then walk over to his restaurant.

Ed Garcia stated that the board has Jason Hayes on the agenda for the executive session and asks for any other comments from the public. There are no further comments.

IV. Consent Agenda

a. Approve Meeting Minutes for September 17, 2021

Motion to Approve Meeting Minutes for September 17, 2021 was made by Nicole Mireles and seconded by Shonda Marshall. **Motion passed** unanimously.

b. Approve September 2021 Financial Statement.

c. Approve Invoices.

Motion to Approve Invoices for the City of Freeport for the amount of \$2510.57 for three outstanding bills (APG&E for \$110.57 and Wells Nursery for \$800 and \$1600), was made by Nicole Mireles and seconded by Shonda Marshall.

Jeff Pena requested that the invoices be tabled until David McGinty is present to give clarification on the Wells Nursery invoices.

Nicole Mireles amended her motion to state that she makes a motion to pay the bill to APG&E for the amount of \$110.57 and to not pay the Wells bills until information is given by David McGinty. Jeff Pena Seconded this motion. **Motion passed**. Nicole Mireles voted Nay

V. Developer Presentation

a. Pete Garcia Group

Pete Garcia gave a presentation on a tourism development prospect by Delta Group. This would consist of a multi-level structure with retail and restaurant spaces along the bottom floor with family homes and condos above. Pete Garcia gave a presentation over Terra Pave a sustainable top coat for soil roads and pavements intended to help the roads last longer and save on repair and maintenance costs. Pete Garcia gave a presentation over City Quest, a city home developer building single family homes from \$200,000-\$500,000

VI. Discussion & Action Items

a. Discussion and possible action for the contract with Kelly Services to hire Administrative Assistant.

Shonda Marshall reported that the subcommittee did agree upon and hire an administrative assistant, Lauralee (Kaytee) Ellis, who was in attendance. Shonda Marshall stated that this subcommittee could now be closed if there were no questions.

b. Discussion and possible action on approving EDC Directors Job Description.

Nicole Mireles stated that on page 67 of the packet, a job description was listed for the EDC Director's position. Nicole Mireles asked if the board had reviewed this description. Nicole Mireles asked if she could use this description to get the vacancy posted. Nicole Mireles said to Tim Kelty that this was the description they had discussed previously.

Tim Kelty suggested that a modification should be made to the statement that the EDC director's position was the only paid position in the EDC. City. Tim Kelty stated that with the hiring of the administrative position, this statement was no longer true.

Nicole Mireles asked Tim Kelty if it was necessary to include “total sales tax revenue” on the job posting and stated that the information listed was not correct.

Tim Kelty said he would get the information to her.

Nicole Mireles thanked Tim Kelty and asked if the board had any questions. Nicole Mireles asked for clarification on where this position should be posted.

Tim Kelty responded that he recommends it be posted on TML and TEDC (Texas Economic Development Commission). Tim Kelty stated that HR would post it.

Nicole Mireles said it could be updated and posted as soon as possible. Nicole Mireles thanked the Tim Kelty and asked if there are any comments, concerns, or questions.

Shonda Marshall asked for clarification on the process of reviewing and proceeding with applications.

Nicole Mireles suggested that copies of all applications be placed in binders and given to each board member, each board member then picks their top 3 applicants and then the board proceed with it that way. Nicole Mireles added that if anyone had any other ideas or concerns to please speak up and express them.

Mingo Marquez asked Tim Kelty if the last time they went through this process, he went through the applications before they were presented to the board.

Tim Kelty responded that due to the criteria on the job listing the last time, he did go through and remove those who did not meet the minimum qualifications before presenting the applications to the board. Tim Kelty stated that there were few applications, 8 or 9 total and only 4 or 5 that were qualified.

Nicole Mireles and Mingo Marquez thanked Tim Kelty.

Ed Garcia asked if there is any further discussion.

Shonda Marshall asked how long they would be accepting applications.

Tim Kelty said postings such as these are typically posted for 30 days.

Nicole Mireles agreed.

Jeff Pena stated that if the job were posted the upcoming Friday, October 15th, that would end the application period on November 15th and in the holiday season. Jeff Pena expressed a concern that attendance levels by board members, council, and citizens are typically low during the holiday season and that this may hinder the interview cycle from November 15th thru the end of the year. Jeff Pena asked that the board keeps this in mind and suggests to move the hiring of a director to January 2022.

Ed Garcia responded to Jeff Pena by stating that the EDC has had a lot of inquiries into what is going on and that the EDC is already getting applications. Ed Garcia added that he believes the board is committed and aware enough to get this Executive Directors position taken care of as fast as possible.

c. Discussion and possible action on EDC owned property locks.

Ed Garcia stated that David McGinty is in possession of the keys and they should be turned over to Nicole Mireles.

Nicole Mireles agreed and asked to make a comment. Nicole Mireles stated that she and David McGinty wanted this item on the agenda because there are tons of keys that they cannot figure out where they go. Nicole Mireles has suggested on behalf of David McGinty that those locks without or with missing keys go ahead and be changed on EDC owned properties. Nicole Mireles stated that David McGinty has no problem installing the locks if purchased by the EDC.

Jeff Pena asked for clarification on which properties.

Ed Garcia responded to Jeff Pena that all of the gates needed to be changed.

Nicole Mireles agreed that the gate's locks are missing key and need to be changed.

Jeff Pena responded that in terms of the gates, he agrees they need to be changed. Jeff Pena asked if the keys for properties downtown have been located and identified. Jeff Pena said these should be readily available.

Nicole Mireles responded to Jeff Pena that David McGinty would know more on the keys but that evidently, he has them figured out and had provided keys certain properties when asked. Nicole Mireles said herself and Tim Kelty looked through the EDC office to locate keys and were not able due to the mess of the office.

Jeff Pena said even though the EDC does not have keys for the 8.8 acres locks, those locks are brand new. Jeff Pena stated that he believes Patrick's keeps copies of keys when they change locks and that they may be able to provide copies of these to the EDC.

Ed Garcia responded to Jeff Pena that the keys cannot be located and they need to proceed with changing the locks. Ed Garcia said they will move forward with the agenda

d. Discussion and possible action on approving the contract document with mowing service.

Ed Garcia said this contract has already been approved by the board. Ed Garcia stated that attorney Chris Duncan has provided a copy of the agreement and it just needed to be signed by Van Tomlinson.

Nicole Mireles addressed Van Tomlinson in the audience and asked if he would be able to sign the agreement tonight.

Van Tomlinson responded to Nicole Mireles that he had not seen the agreement and did not have a copy.

Nicole Mireles gave a copy of the agreement to Van Tomlinson to review and sign.

Ed Garcia said the board would get Van Tomlinson to sign after the break. Ed Garcia moves to the next item

e. Board roles and procedures.

Ed Garcia said David McGinty has asked this be tabled due to David McGinty having to leave town for work. Ed Garcia tabled this matter.

f. Discussion and possible action regarding Hispanic Chamber of Commerce Business Expo.

Jeff Pena said the Hispanic Chamber of Commerce was not present at the meeting. Jeff Pena stated that the Hispanic Chamber of Commerce approached the EDC in regards to a job fair to promote local businesses in Freeport. Jeff Pena said the Hispanic Chamber of Commerce is asking the EDC to sponsor and help promote the job fair. Jeff Pena said the Hispanic Chamber of Commerce is wanting the job fair be in November at the River Place building.

Ed Garcia stated that the Hispanic Chamber of Commerce is requesting a sponsorship in the amount of \$3500. Ed Garcia said he does not believe it should cost this much because the Chamber has other sponsors as well. Ed Garcia said if the EDC wants to be a part of this, he suggests that they make a contribution but not the entire \$3500 amount.

Nicole Mireles asked the board if they have ever been able to get a list of Freeport business members from the Hispanic Chamber of Commerce. Nicole Mireles asked Jeff Pena if he has been able to get a list.

Jeff Pena stated that he has not been able to get that list and would ask.

Nicole Mireles said she would love to see the list.

Ed Garcia stated that he was able to get a list from the City of Freeport but it is a list of all business, not just those members of the Hispanic Chamber of Commerce.

Jeff Pena suggests that the list from the City of Freeport is probably better a list to work with.

Ed Garcia said the Hispanic Chamber is claiming to only have 5 or 6 business members in Freeport.

Jeff Pena responded that it is his understanding that the Hispanic Chamber is wanting to include all Freeport Business, not just their members.

Shonda Marshall added that she does not believe the Hispanic Chamber would have a list of all freeport businesses.

Nicole Mireles said she is looking for just a list of the members of the Chamber of Commerce.

Jeff Pena said, in vain of this chamber subject, the Hispanic Chamber has their own volunteers, efforts and resources. Jeff Pena asked if this would be something the EDC would want to take on as their own or utilize the Hispanic Chamber's resources. Jeff Pena suggested the board visit the job fair the Hispanic Chamber is hosting for the city of Clute and see if this is something the EDC would like to participate in before making a decision.

Ed Garcia agreed and said that this will be a no action item

g. Freeport Blue Santa Golf Tourney Sponsorship.

Jeff Pena said the Blue Santa Golf Tournament is put on by the Freeport Police Department and this was an event that the EDC sponsored and participated in last year. Jeff Pena said the PD has reached out again this year to see if the EDC would like to be a part of the tournament again. Jeff Pena said the chairman of the Blue Santa Golf Tournament, Angela Cantrell, is present.

Nicole Mireles asked Jeff Pena if the board physically participated in the golf tournament themselves last year.

Jeff Pena responded to Nicole Mireles that this is correct.

Nicole Mireles asked when the golf tournament is and asked Angela Cantrell to speak.

Angela Cantrell said last year the EDC did participate and they sponsor a team. Angela Cantrell said the team consisted of Tim Kelty, Police Chief Garivey, and 2 unnamed EDC board members. Angela Cantrell said a team entry is \$400 and she asked that the EDC to participate again this year. Angela Cantrell said this program helps many local children in the local area including Oyster Creek, Jones Creek, and Freeport. Angela Cantrell stated that the previous year they were able to sponsor over 600 children from Brazosport Independent School District. Angela Cantrell said she anticipates having just as many children again this year. Angela Cantrell said again she is asking for a donation and participation. Angela Cantrell said she had sent emails, but she is now aware that person is longer with the EDC. Angela Cantrell said that board member Jeff Pena reached out to her remembering that they participated last year. Angela Cantrell said the tournament is this Friday at 8:00am and any help would be appreciated. Angela Cantrell asked if there were any questions.

Jeff Pena asked about sponsorship levels.

Angela Cantrell responded that she did not have that information on hand but could get it to him.

Ed Garcia read the sponsorship levels from the information he had on hand. Ed Garcia stated that he had just received the information today from the past director's emails.

Angela Cantrell asked that if it is too late for the EDC to be able to put together a team, they still sponsor anything else.

Jeff Pena said he believes this a good idea because the EDC sponsored last year and suggests that it would be a good team building/bonding exercise for the EDC board members while helping out the community.

Angela Cantrell said she is sure they have seen this going on in past years throughout the community. Angela Cantrell said the parents take part and it is a great opportunity for the community and she wished she had more time to explain.

Jeff Pena stated that this was basically to give underprivileged kids a Christmas.

Angela Cantrell corrected him and said that this is a big misconception. The Blue Santa does not give them as a handout. Angela said that the parents actually come in and perform community service hours that she then tracks and adds toward their purchase credit. The parents are then able to go shop with the PD with these funds and pick out personalized gifts for their children.

Attorney Chris Duncan reminded the board that EDC funds are to be used for EDC expenses, economic development, or promotion. Attorney Chris Duncan stated that the EDC could only use up to 10% of their budget for promotion, however promotional needs to be promoting development and tourism. Attorney Chris Duncan stated that the board would be getting into dangerous territory if there were to sponsor charitable events that does not fulfill one of these three groups and he does not believe that it qualifies as an EDC expense. Attorney Chris Duncan said he would donate \$400 to sponsor an EDC team, rather than the EDC spend money.

Ed Garcia asked attorney Chris Duncan if he personally would be paying for the sponsorship.

Attorney Chris Duncan responded that he would.

Angela Cantrell said she can accept anonymous donations as well. Angela Cantrell says that as soon as she can get the paperwork back, she will get the EDC down for a team.

Jeff Pena asked if this new information provided by attorney Chris Duncan means that last year's sponsorship was not in-line with the EDC's work.

Ed Garcia responded to Jeff Pena that is correct and that this is why it is important to include paperwork in the packet for agenda items, so the board can be prepared.

h. Discussion and possible action regarding Business Improvement Grant request for Ann's Custom Monograming.

Mingo Marquez asked to table.

i. Discussion and possible action regarding Business Improvement Grant Application

- **224 W. Park St.- Park Avenue Lofts, Brick**
- **112 W. Broad St.- Roof**
- **212 W. 1st Windows/ Exterior Façade**

Mingo Marquez said the subcommittee met and feels as a whole that all grants should be tabled until clear guidelines can be set. Mingo Marquez stated that there were a lot of questions the subcommittee had and wants to wait until these can be answered. Mingo Marquez suggests the grants process be reviewed and updated in order to be fair and transparent to all applying. Mingo Marquez said the committee will meet and work on the guidelines.

Nicole Mireles asked if the issue was working or what the problem was.

Ed Garcia stated that there are several issues and he would like to give the committee time to work on these.

Mingo Marquez made a motion to table all grants until new criteria and guidelines can be made. Seconded by Josh Mitchell. **Motion Passed** unanimously.

j. Discussion and possible action regarding adding alternate to each subcommittee.

Ed Garcia said there are 17 subcommittees and suggests adding an alternate to each subcommittee in case of the event of a conflict of interest.

Motion made by Mingo Marquez to add an alternate to each subcommittee. Seconded by Jeff Pena.

Nicole Mireles said there are some members on 9 committees and suggests that they revisit the subcommittees and reassign them completely.

Ed Garcia agreed with Nicole Mireles. Ed Garcia said with this new fiscal year, the committees will be revised, some will be removed or combined, and that new members will be assigned.

Jeff Pena asked if board members would still be required to volunteer for any committees in so that they are not placed in a committee they do not want to be in or do not qualify for.

Ed Garcia responded that he believes each member is qualified to serve on any committee

Shonda Marshall said she thought that board members would be able to volunteer or decline a position on any board.

Ed Garcia said he will follow procedure set by the City of Freeport that says to send out a form where members can list their preference of committee in order and then they will go from there.

Jeff Pena said he understands there are 17 committees currently but that number is not fixed. Jeff Pena asked if the board is trying to limit the number of committees and individual could serve on to give others the opportunity to step up.

Ed Garcia said that this is correct but he will be removing committees that are no longer needed and will be combining others.

VII. Subcommittee Updates

FEDC Office/Visitor Center-

Nothing to Report.

Pop Box-

Mingo Marquez presented handouts including photos and the concept the Pop Box is trying to establish. Mingo Marquez suggests lease terms at a minimum of 90 days or a case-by-case basis for long term tenants at \$250 per month. Lease Terms would include making sure that there is a lock up generator and providing gas for the generator. Mingo Marquez suggested the application fee be set at \$200. The Pop Box would be for new and existing businesses, food, retail, or other. It would create new job and Sales tax would be collected. Mingo Marquez said Mr. Duncan had prepared a 4-page lease agreement that was emailed to the other board members for review.

Ed Garcia said he sees all information except for a location.

Mingo Marquez said they have discussed several locations. One location would be by the splash pad/jogging trail, by the old Western seafood location, or by Bryan beach. Mingo Marquez said these are not set in stone locations, rather ideas the committee believed were ideal. Mingo Marquez said one individual has proposed kayak rentals to use on the river. Mingo Marquez stated that there is some interest, they are just deciding what would be best for the first pop up. Mingo Marquez said in the lines of marketing, they are having some issues there. Mingo Marquez said he has brought the idea to Ed Garcia of assigning a marketing committee for not just paper marketing, but using social media and online marketing since this is the most popular way to market today. Mingo Marquez said this would benefit not just the Pop Box but the entire EDC

Josh Mitchell said he would like to volunteer for this committee.

Mingo Marquez said he would like to volunteer as well.

Jeff Pena said there was previously a marketing subcommittee himself and Mrs. Music were a part of and if anyone would like any of that information including the Facebook page, he would help.

Mingo Marquez stated that David McGinty was interested as well and has a lot of social media experience.

Downtown Lighting-

Jeff Pena said he had visited with some business owners downtown and they are asking for the EDC to provide year-round lighting downtown to make the area more attractive instead of just the 2 months the Christmas lighting is provided by the city. Jeff Pena said this goes with the discussion the city had as well. The city would provide the nights from the end of October thru January. Jeff Pena stated that additional lights may be needed for the palms and oak trees year-round. Jeff Pena said there was a concern that during the previous years

the lights were left up year-round and not maintained so the lights ended up digging into the bark and trunk of the trees. Jeff Pena said the idea was that from discussion with the downtown owners, the lights could stay up and be replaced every 12 months instead of being removed after the 2-month period. Jeff Pena stated that it should be close to the same cost, but they would get the benefit of year-round lighting.

Jeff Pena said as another update, CenterPoint has been replacing poles and getting those up and running, specifically on 2nd street and broad street.

Jeff Pena says overall, the plan is to insure there is enough lighting and he is working with the city to see the plan for Christmas lights and how the EDC could sustain them for the whole year. Jeff Pena says Mr. McDonald, owner of Beach Bums, is in attendance and has some comments about the lighting as well.

Nicole Mireles asked how long this issue has been going on. Nicole Mireles said this has been an issue as long as she has been on the board and wants to know how much longer they are going to have to wait before these issues are fixed.

Mingo Marquez responded that for example it took them two and a half years to get the fountain fixed.

Nicole Mireles said this is what the EDC should be trying to change.

Mingo Marquez agreed with Nicole Mireles and said he does not understand why it takes so long either.

Jeff Pena said part of the issue was that there are two parts to the lighting, downtown and the 8 acres, they have not been able to discuss the 8 acres as downtown has been the focus.

Ed Garcia asked if the committee was ready to present any costs or additional details.

Nicole Mireles said she is interested in seeing the costs on maintaining these.

Jeff Pena said it is his suggestion to supplement the City of Freeport's cost for the non-seasonal months.

Board Training/Retreat-

No comment

Annual Budget-

Ed Garcia said the annual budget has been approved by city council.

Housing Committee-

Ed Garcia said David McGinty was not there to present.

Riverfront & Community House-

Jeff Pena said there have been conversations of interest on the riverfront properties (8.8 acres and the property where the boat ramp is). Jeff Pena said he does not have all the

details but he would be meeting this week with an architectural firm to go over some of the concept that they are looking at or trying to attract.

Josh Mitchell said they would be going to Houston on Thursday to Kinser Architectural Firm to discuss concepts and ideas to get the ball rolling. The committee is wanting to have something for everybody.

Jeff Pena stated this meeting with Kinser does not necessarily mean that this is the firm they will be going forward with but they are hoping that the meeting will go good enough that they will want to move forward with them.

Mowing Committee-

Passed earlier in the meeting

Bryan Beach-

Jeff Pena said he had reached out to the locals in Quintana about the utilities in that area. Jeff Pena said the good news is that there are different options available for bathroom plans. Jeff Pena said they are beginning to get with different engineering firms for pricing. Jeff Pena said he wanted to make sure everyone knows that yes, the utilities can be placed there. It would not be standard sewage; it would be septic systems like the rest of Quintana. Jeff Pena said Shonda Marshall has expressed her interest in being part of the beach subcommittee.

Grant Committee-

Ed Garcia said they have discussed the grant committee; it will be discussed further in subcommittee and a recommendation will be presented to the board.

Downtown Buildings-

Mingo Marquez said the main focus is initial work on building 212 to get that building ready to be leased out and then focus on the other two after that is done. Mingo Marquez said only one other contractor has been out and he is waiting on a proposal from them. Mingo Marquez said he did receive a list of other contractors from Nicole Mireles and he will be reaching out to those. Mingo Marquez said the committee is wanting to focus on one building at a time but he has had someone express interest in the 212 building already and will discuss this more in executive session.

EDC Project 2- WiFi-

Jeff Pena said there is no update, he will have one for the next meeting.

VIII. Board Comments

a. Ed Garcia- President

Ed Garcia said he can see that there is a lot of activity going on within the board and he believes that they can comply with some of the grant requests coming in. Ed Garcia says hopefully they can look at some bigger development along the river.

b. Josh Mitchell- Vice President

Josh Mitchell said taking part in the EDC is very inspiring and he believes that in the long term, a lot of good is going to come to Freeport through the work they are doing. Josh Mitchell wanted to follow-up that they will be visiting with Kinser this Thursday

and hopefully a lot of good news will come from that meeting as well as the other projects the EDC has going on.

c. Mingo Marquez- Treasurer

Mingo Marquez thanked those who chose to come to all of the meeting the EDC has going on. Mingo Marquez said there are a lot of man hours going in behind the scenes and he appreciates everyone dedicating their time to do this. Mingo Marquez said he thinks it is really important to get a marketing committee so that the EDC can begin marketing its projects properly.

d. Nicole Mireles-Secretary

No comment

e. Shonda Marshall

Shonda Marshall welcomed the new administrative assistant and thank the subcommittee that worked with her, Nicole Mireles and Josh Mitchell. Shonda Marshall said she felt they worked really well together and she appreciated the time they all put in to get this position filled. Shonda Marshall wanted to reiterate the fact that she is very vested in the city's small businesses and she believes that the job fair/expose is a really good idea and a good way to get exposure to the EDC. Shonda Marshall agreed with Mingo Marquez that marketing is very much a need so the city can know about the resources the EDC has available. Shonda stated that she knows many businesses don't know that the EDC is available to help them and she would like to have resources available to give them. Shonda Marshall said she knows the EDC is putting in a lot of time and a lot of effort and hopefully things will come together and the city will recognize this.

f. David McGinty

absent

g. Jeff Pena

Jeff Pena said he wanted to welcome the admin as well. Jeff Pena asked how long it would take the lawns to get taken care of.

Van Tomlinson said it would be taken care of within two weeks.

Jeff Pena asked if there was a chance it would be taken care of this week.

Van Tomlinson responded that this was not possible.

Jeff Pena said he would like to push for this week if possible. Jeff Pena said last year he put up Christmas lights at 112 thru the end of the block toward the vacant corner building and he is asking that the EDC do that again to help light downtown. Jeff Pena asked if this could be put on the next agenda.

Ed Garcia responded yes to Jeff Pena.

Jeff Pena said another issue is the fountain and that the lighting is still not fixed, even though it was included in the invoice and wanted to make the board aware. Jeff Pena reminded the public and the board that they do have a leased building policy that everyone voted and agreed upon to advertise those buildings and then review all applicants and choose the best one. Jeff Pena said he wanted to make sure that the public understand that they aren't wanting to bring in someone on a first come first

served basis and that there is a process the EDC is trying to keep to. Jeff Pena said that along the lines with the buildings, there is also the matter of the soil in the back of the buildings that needs to be moved. Jeff Pena said they have received quotes on moving the dirt and he wants to make sure that this included in the repairs/rehab in the coming weeks.

Ed Garcia said that any work the EDC needs to take care needs to be put on the agenda.

Jeff Pena said this soil is causing some drainage issues.

Melanie Oldham asked Ed Garcia about damage to a building downtown and if the EDC has insurance to cover these expenses.

Ed Garcia responded to Melanie Oldham that yes, the EDC has insurance on all of its buildings.

IX. 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 7:26 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation October 12, 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 551.071 (Consultation with Attorney)

1. Realty World Development

Section 551.087 (Economic and Community Development Matters)

1. Discussion and possible action regarding project 2021A.
2. Discussion and possible action regarding project 2021B.
3. Discussion and possible action regarding project 2021.C.
4. Discussion and possible action regarding project 2021D.

Reconvene into Open Session

Board President's statement:

It is now 8:43 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. **Realty World Development**
- b. **Discussion and possible action for the contract with Kelly Services to hire Administrative Assistant.**
Nicole Mireles made a motion to approve the contract with Kelly Services and authorize the finance director to issue those checks on a weekly basis. Jeff Pena Seconded. **Motion Passed** unanimously.
- c. **Discussion and possible action regarding project 2021A.** No Action
- d. **Discussion and possible action regarding project 2021B.** No Action
- e. **Discussion and possible action regarding project 2021.C.** No Action
- f. **Discussion and possible action regarding project 2021D.** No Action

X. Adjourn

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

It is now 8:44 p.m. and I hereby close the board meeting.