

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, September 13, 2022 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

Directors:

Mingo Marquez	President
Josh Mitchell	Vice-President
David McGinty	Secretary
George Matamoros	
Shonda Marshall	
Ken Tyner	
Sandra Loeza	

Tim Kelty: City Manager
Chris Duncan: Attorney
Jerry Cain: Council Liaison
Kaytee Ellis: EDC Assistant
Mike Barnes: Consultant

Visitors in Attendance:

I. Call to Order

Mingo Marquez called the meeting to order at 6:03 PM. A quorum was present.

II. Invocation and Pledge

Shonda Marshall led the invocation and Josh Mitchell led the pledge.

III. Citizens Comments

Melanie Oldham said the EDC has been without a director for over a year and she hopes to see that change soon. Melanie Oldham said there are many subcommittees with vacancies due to herself and Jeff Pena no longer on the board. Melanie Oldham said there are many qualified members of the board that are able to fill these positions. Melanie Oldham said many committees now only have two members left to work on this item. Melanie Oldham asked the board what progress if any has been made with the Fish Market project and she hopes the committee will give a report on this. Melanie Oldham urged the board to carefully consider the budget that will be presented today. Melanie Oldham said the professional services item in previous years had \$300,000 allotted to it and last year this amount was lowered. Melanie Oldham thanked the board for their time.

Carla Clark said if she was not able to speak during a specific agenda item, she would like to withdraw her comments.

Sam Reyna said he is present on behalf of Leroy McBride's funeral home

IV. Consent Agenda

1. Approve Meeting Minutes for August 09, 2022

2. Approve Invoices

3. Approve August Financial Statement

Cathy Ezell informed the board the invoices for Mike Barnes were not included in the totals sheet, but are in the packet for approval as well.

Sandra made a motion to approve the consent agenda with the addition of the invoices for Mike Barnes. Josh Mitchell seconded. **MOTION PASSED UNANIMOUSLY.**

V. Discussion & Action Items

1. Discussion and possible action on 2022-2023 Budget

Sandra Loeza presented the budget.

George Matamoros questioned the water allotment.

Kaytee Ellis presented the current water bill amounts for consideration.

Mingo Marquez suggesting changing the amount for water to \$4000.

Tim Kelty said this amount could be pulled from the debt services item.

Chris Duncan said there is \$4000 budgeted for an audit and asked if this could be moved to the water.

Tim Kelty said the EDC is supposed to reimburse the City for the annual audit.

Cathy Ezell recommends lowering the debt service to \$50,000.

Sandra Loeza asked if the amount for lights should be changed also.

Kaytee Ellis suggested changing this amount to \$12,000. Kaytee Ellis said the light bill runs anywhere from \$800-900 a month, plus the additional expenses the fish market will incur.

David McGinty asked about the professional services item.

Cathy Ezell said this included the mower, Kelly Services and Mike Barnes.

Mingo Marquez asked if architectural fees would come out of professional services or projects.

Shonda Marshall suggested breaking professional services down into the mentioned categories in order to be more transparent.

Cathy said she could do this.

George Matamoros suggested \$75,000 to professional services.

David McGinty suggested \$150,000

Shonda Marshal asked if the BRE project would need to be approved by council before the board adds it to the budget.

Mingo Marquez responded yes because the amount is over \$10,000. Mingo Marquez said they have allotted \$1,125,000 to special projects that this amount could come out of.

George Matamoros asked where the website funds come from.

Cathy Ezell said this has previously come out of marketing and suggested moving this to professional services as well.

Mingo Marquez suggested increasing the professional services allotment to \$180,000.

Mingo Marquez made amotion to approve the budget as amended. Sandra Loeza seconded. **MOTION PASSED UNANIMOUSLY.**

2. Discussion and possible action on EDC Mowing Contract

David McGinty said he would like to move this item to executive session.

3. Discussion and possible action on TEDC Annual Conference Sponsorship

Josh Mitchell said he got an email asking for sponsorships of the TEDC conference. Josh Mitchell presented the sponsorship levels to the board.

Mingo Marquez asked Mike Barnes opinion.

Mike Barnes suggested staying at or under the \$2500 sponsorship level.

There was no action.

4. Discussion on Fish Market

David McGinty asked for an update on the Fish Market.

Mingo Marquez said he was waiting on plans to come back and present to the board for this and the beach project.

Shonda Marshall asked about the beach plans and when this was approved by the board.

Mingo said it has not been approved yet and will present when the plans are ready.

Shonda Marshall asked for a timeline.

Mingo Marquez responded he did not have one at this time.

5. Discussion on Water Front Properties

David McGinty said this had already been addressed.

6. Discussion on Gensler Plan

Josh Mitchell said Gensler had some questions about the requirements of the city that were mentioned in previous studies. Josh Mitchell said Gensler has since sent over a contract that the board needs to sign.

David McGinty asked if this was another strategic plan.

Josh Mitchell said no, these are conceptual designs and more detailed.

Mingo Marquez said this project is geared specifically for the boardwalk.

David McGinty said he has spoken with Kasey Roman and the Fire Chief and there are strict guidelines for this area. David McGinty asked if Gensler was aware of these specifications.

7. Discussion on Subcommittee Updates Rule

Shonda Marshall asked Mingo Marquez if he has restructured subcommittees.

Mingo Marquez said he will get these together and have them at the next meeting.

8. Discussion and possible action on Business Retention and Expansion

Shonda Marshall said she would like to follow up with the board on the BRE presentation given at the last meeting. Shonda Marshall said she would like the boards support to get this project started.

Mingo Marquez made a motion to have Mike Barnes outline a plan for the business retention and expansion program.

Mingo Marquez would like to retract this motion and move to item 9 before taking action.

9. Discussion and possible action on extending Mike Barnes Contract

Shonda Marshall said Mike Bares adds value to the EDC and would like to extend his contract until the board has a director in place.

Shonda Marshall made a motion to extend Mike Barnes' contract. Ken Tyner seconded.

Mingo Marquez said Mike Barnes did provide a contract for 30-day terms. Mingo Marquez said he would like to change Blanco County to Brazoria County.

MOTION PASSED UNANIMOUSLY.

Mingo Marquez made a motion to have Mike Barnes outline a plan for the business retention and expansion program. Shonda Marshall seconded. **MOTION PASSED UNANIMOUSLY.**

10. Discussion and possible action on Ocean Food Mart Grant Application

Roshan Wimalaratne presented his grant request to the board.

David McGinty made a motion to approve. Sandra Loeza seconded. **MOTION PASSED UNANIMOUSLY.**

George Matamoros asked for a performance agreement.

Mingo Marquez responded yes.

11. Discussion and possible action on McBride Funeral Home Grant Application

Sam Reyna and Leroy McBride presented their grant request to the board.

Mingo Marquez made a motion to approve. George Matamoros seconded. **MOTION PASSED UNANIMOUSLY.**

VI. Subcommittee Updates

Mingo Marquez said the mural project has been started.

George Matamoros said the website committee has met and the layout has been approved. George Matamoros said the group has chosen to add a section for newsflashes and a business of the week feature.

Shonda Marshall reminded the board to stay current on their Open Meetings Act trainings.

VII. Board Comments

1. President Mingo Marquez:

Mingo Marquez said he was impressed with the billfish classic and he is excited to see the mural complete. Mingo Marquez thanked the subcommittees, especially the website.

2. Vice President Josh Mitchell:

Josh Mitchell had no comments.

3. Secretary David McGinty:

David McGinty said he is guilty of giving Kaytee Ellis a lot of tasks. David McGinty said he would like to thank Van Tomlinson who has the current mowing contract for all of his work over the past year. David McGinty informed the board LeAnn with the museum and downtown has stepped down. David McGinty said he would like to see the subcommittees get updates so the board can get to work and help bring the downtown area back to life.

4. Sandra Loeza:

Sandra Loeza had no comments

5. Shonda Marshall:

Shonda Marshall said the TIRZ would be trying to meet before the next EDC meeting so be prepared. Shonda Marshall said she would like to address City Council in saying she really hopes they would consider the business retention and expansion program and she hopes to see this approved. Shonda Marshall thanked Melanie Oldham for her comments and her passion for the City. Shonda Marshall said the board is listening and are working on the director search.

6. Ken Tyner:

Ken Tyner said he has been quiet for most of the meetings. Ken Tyner said the board are all volunteers and folks have been asking question and all he can said is "I Don't know" Ken Tyner asked when it is appropriate to respond to citizen comments. Ken Tyner asked how many properties the EDC owns.

Kaytee Ellis responded 18.

Ken Tyner asked who currently insures the properties.

Tim Kelty said he believes it is through TML through the city.

Ken Tyner said he is asking because the property on skinner has a lot of traffic with kids and grown men., Ken Tyner asked if something were to happen, who is responsible. Ken Tyner said his background is in law enforcement so he sees the issue here and wants to make sure the EDC is doing their part to secure the property.

David McGinty said the fencing from the city is not secure and there is fencing loose on the apartments allowing access to the property.

Ken Tyner said he feels the EDC is losing money on properties they are sitting on between the Maintenance fees and the water. Ken Tyner said he wanted to thank Chris Duncan for

the updates on the lawsuits last meeting but he was left with question and Chris was supposed to update and this meeting. Ken Tyner asked Chris if he had those updates ready.

Chris Duncan said this time is just for comments and those questions could be addressed during executive session.

Ken Tyner said he would also like to mention that he sat down and poke with Kaytee Ellis and there is a lot she is willing to help with; he suggested to board delegate more tasks to her. Ken Tyner said lastly, he would like to address the fact that the EDC was asked to present the grant program to City Council and no one showed up.

7. George Matamoros:

George Matamoros said he would first like to ask that everyone speak into the mic; people at home cannot hear what is being said unless it is through the mic. George Matamoros aid to be aware there will be a motion made after executive session

8. Mike Barnes:

Mike Barnes said.

VIII. 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 8:10 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation August 09, 2022 meeting and do hereby convene an executive session, said executive session authorized under the following sections of the Texas 551.071 (Consultation with Attorney.)

Executive Session

1. Discussion on Hiring of EDC Executive Director pursuant to Texas Government Code Chapter 551.074(Personnel Matters)
2. Discussion on Project 2022C pursuant to Texas Government Code Chapter 551, Section 551.087 (Economic and Community Development Matters)
3. Discussion on EDC Properties pursuant to Texas Government Code Chapter 551.072 (Deliberations about Real Property).
4. Discussion on Downtown Development pursuant to Texas Government Code Chapter Section 551.087 (Economic and Community Development Matters)
5. Discussion and possible action on EDC Mowing Contract

Board President's statement:

It is now 9:42 p.m. and I hereby close the executive session of the Freeport Economic Development Corporation and do hereby reconvene the regular open session.

IX. Discussion and Possible Action

1. Discussion on Hiring of EDC Executive Director pursuant to Texas Government Code Chapter 551.074(Personnel Matters)

No Action

2. Discussion on Project 2022C pursuant to Texas Government Code Chapter 551, Section 551.087 (Economic and Community Development Matters)

No Action

3. Discussion on EDC Properties pursuant to Texas Government Code Chapter 551.072 (Deliberations about Real Property).

No Action

4. Discussion on Downtown Development pursuant to Texas Government Code Chapter Section 551.087 (Economic and Community Development Matters).

No Action

5. Discussion and possible action on EDC Mowing Contract

Mingo Marquez made a motion to hire Grass Masters for EDC property landscaping. David McGinty seconded. **MOTION PASSED UNANIMOUSLY.**

X. Adjourn

Motion to close board meeting made by Sandra Loeza and seconded by Josh Mitchell. **Motion passed** unanimously.

It is now 9:39 p.m. and I hereby close the board meeting.