



PASADENA ECONOMIC DEVELOPMENT CORPORATION
Pre-Board Meeting
Conducted in the Pre-Council Conference Room at City Hall
March 22, 2018, 3:00 p.m.
Minutes

Members present:

Steve Cote, President
Rick Lord, Vice President
Randy Drake, Treasurer
Emilio Carmona, Secretary
Marilyn Wilkins
Steve Phelps
Ernesto Paredes

Members Absent:

None

Others Present:

Robin Green, Public Works Director
Carlos Guzman, Economic Development Executive Director
Jeff Moore, Brown & Hofmeister, LLP
Rick Guerrero, Economic Development Manager
Karina Tomlinson, ED Sr. Office Assistant

Call to Order

The Pre-Board meeting for the March 22, 2018 Pasadena Second Century Corporation d/b/a Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Chairman Steve Cote.

(4) Consideration of Approval of Minutes

- Steve Phelps pointed out that on the minutes for February 22, 2018, Agenda Item Thirteen he was not present at the time so he did not make any comments.
- Jeff Moore confirmed with Steve Cote that during the meeting the person to motion will need to just state: "Motion to approve the minutes as revised."
- Ernesto Paredes pointed out that on the minutes for February 22, 2018, Agenda Item Thirteen Emilio's last name is incorrect. This will also be part of the "approve the minutes as revised" motion.

(8) Board Action – Resolutions

- a. Award contract of Fairmont Parkway 12 inch Water Main Phase III from Beltway 8 to East of Space Center Blvd. (CIP # W050) to Mar-Con Services, LLC in the amount of \$1,179,365.70 with a 5% contingency of \$58,968.29 as part of Utility Development Project (M018).

- No comments/questions.

(10) Executive Session

- Steve Cote briefly explained the process of the public exiting the Pre-Council Conference Room during Executive Session.
- Board members expressed that they are happy to have Jeff Moore in the room.

Pre-Board Meeting Adjourned at 3:06 PM

PASADENA ECONOMIC DEVELOPMENT CORPORATION
Board Meeting
Conducted in the Council Chambers at City Hall
March 22, 2018, 3:06 p.m.
Minutes

Agenda Item One: Call to order, roll call.

The Board meeting for the March 22, 2018 Pasadena Second Century Corporation d/b/a Pasadena Economic Development Corporation was called to order at 3:06 PM by Chairman Steve Cote.

Agenda Item Two: Invocation.

Invocation given by Ernesto Paredes.

Agenda Item Three: Pledge of Allegiance.

Pledges led by Rick Lord, Vice President.

Agenda Item Four: Approval of Minutes.

Chairman Cote called for a motion to approve the minutes from the meeting held on February 22, 2018 with the revisions to correct the last name of Emilio Carmona and to remove Steve Phelps comments. Rick Lord moved to approve the minutes as revised, seconded by Ernesto Paredes, MOTION CARRIED UNANIMOUS.

Agenda Item Five: Public Comments.

No Comments.

Agenda Item Six: Project Status Update from Robin Green, Director of Public Works.

Award contract to Mar-Con – low bidder and local firm. 200k under the amount and this is the final phase of the Water line project.

Agenda Item Seven: Report by Executive Director.

Carlos Guzman asked Board Members if they have a preferred alternate e-mail to please provide it to Karina so that communications can be received from EDC.

Steve Cote added that all Board Members have an EDC e-mail and reminded members to check for e-mails regarding monthly meeting, agendas, etc.

Last call for Citizens for Space Exploration program through BAHEP on May 15 – 17. Pointed out that BAHEP covers up to \$1,500 travel expenses.

Directed board to Tab 6 – Activity Report. TIP Strategies was here and we met with PISD and the community college. This meeting marked the half way point of the Strategic Plan. They are

scheduled to be here again April 10th and we are shooting for June as the final deliverable to the board.

Steve Cote stated that he likes the activity report to see what PEDC is doing.

Agenda Item Eight: Board Action – Resolutions.

- a. **PSCC RESOLUTION 18-008** – Award contract of Fairmont Parkway 12 inch Water Main Phase III from Beltway 8 to East of Space Center Blvd. (CIP # W050) to Mar-Con Services, LLC in the amount of \$1,179,365.70 with a 5% contingency of \$58,968.29 as part of Utility Development Project (M018)

Rick Lord made a motion to approve agreement subject to legal review and comment, seconded by Marilyn Wilkins that PSCC Resolution 18-008 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Nine: Comments by Board Members.

Rick Lord – None, just happy to be here.

Marilyn Wilkins – Also good.

Randy Drake – Passed.

Emilio Carmona – Welcomed Jeff and passed.

Steve Phelps – Echoed Rick’s comments.

Ernesto Paredes – Liked Carlos’s organizational binder and keeping us up to date.

Steve Cote – Also welcomed Jeff. Hopefully no glitches when it comes to Skype.

Agenda Item Ten: Executive Session.

- a. Convene in executive session pursuant to Section 551.087, Texas Government Code to deliberate regarding economic development negotiations for business attraction/retention projects.

****NOTE**3:13 PM** – At this time, Chairman Cote announced that the Board would be “going behind closed doors” for an Executive Session pursuant to Section 551.087 and return to Chambers following conclusion of that Session.

****NOTE**4:13 PM** – At this time, Chairman Cote reconvened the Board Meeting.

Agenda Item Eleven: Adjournment.

Chairman Cote called for a motion to adjourn the March 22, 2018 meeting at 4:14PM. Ernesto Paredes moved, seconded by Rick Lord. MOTION CARRIED UNANIMOUS.