



PASADENA ECONOMIC DEVELOPMENT CORPORATION
Pre-Board Meeting
Conducted in the Pre-Council Conference Room at City Hall
June 28, 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:

Others Present:

Robin Green, Public Works Director
Jeff Moore, Brown & Hofmeister, LLP (via conference call)
Rick Guerrero, Economic Development Manager
Karina Tomlinson, ED Sr. Office Assistant

Call to Order

The Pre-Board meeting for the June 28, 2018 Pasadena Second Century Corporation d/b/a Pasadena Economic Development Corporation was called to order at 3:02 p.m. by Chairman Steve Cote.

(10) Board Action – Resolutions

- a. Approving an Amendment to the Annual Budget for PSCC for the Fiscal Year 2018:
 - i. Reducing \$1,485,000 from Business Retention, Expansion, Attraction and Development originally anticipated for Restaurant Depot and SMITHCO DP, LLC; and;
 - ii. Funding additional \$3,000,000 to be used for all related costs of the Richey Street Reconstruction Project from SH 225 to Southmore Avenue (CIP# S101).
 - Steve briefly explained that the \$1,485,000 is coming out of the operating fund and putting it into the fund balance and from

the fund balance moving \$3,000,000 to the Richey Street Reconstruction Project.

b. Approving the Proposed FY 19 Operating Budget

- Randy Drake wanted to make an additional comment at this time regarding the Budget Amendment above under a. ii stating that \$3M is a pretty big “oops” and asked how it was left out. Robin Green stated that a big part of it is due to the County requiring them to put in a retention. Also we want to add concrete poles, not wooden poles. Stated maybe the price of steel is up, but not too sure. This is the real number.

c. Approving adoption of Strategic Plan

- Steve Phelps mentioned that the presentation mentioned that there are some things that may or may not be a priority. He’d like to know if we will be able to pick out which are the priorities. Steve Cote stated that a timeline sheet is being worked on to give each targeted area a priority and then a timeline to get it done. For example the Convention Center is a priority so that’s going to be the top of the list and then we’ll track the timeline on all of that. We can get a summary from Carlos and Rick on what they are already working on. Ernesto Paredes asked if some of these projects will be going simultaneously. Steve Cote stated that yes, there will be some items going on at the same time. He mentioned San Jacinto College putting in things, new building; the church; the land getting cleared at Fairmont & Red Bluff for the new homes about to be built. Steve Cote also mentioned working with the county on the corridor there on Fairmont & Red Bluff as traffic will be picking up when 200-300 homes are built. We have to consider when the county might be widening the rest of Fairmont.

Pre-Board Meeting Adjourned at 3:10 PM

PASADENA ECONOMIC DEVELOPMENT CORPORATION
Board Meeting
Conducted in the Pre-Council Conference Room at City Hall
June 28, 2018, 3:10 p.m.
Minutes

Agenda Item One: Call to order, roll call.

The Board meeting for the June 28, 2018 Pasadena Second Century Corporation d/b/a Pasadena Economic Development Corporation was called to order at 3:10 PM by Chairman Steve Cote.

Agenda Item Two: Invocation.

Invocation given by Marilyn Wilkins.

Agenda Item Three: Pledge of Allegiance.

Pledges led by Randy Drake, Treasurer.

Agenda Item Four: Approval of Minutes.

Chairman Cote called for a motion to approve the minutes from the meeting held on May 24, 2018. Ernesto Paredes moved to approve the minutes, seconded by Randy Drake, MOTION CARRIED UNANIMOUS.

Agenda Item Five: Public Comments.

No Comments.

Agenda Item Six: Public Hearing

- a. Consideration to approve an Amendment to the Annual Budget for PSCC for Fiscal Year 2018

Pat Van Houte comments: Not sure if she had a comment or not because she didn't have enough information. First question was if any of the 1,450,000 coming out of business retention going to be used for Restaurant Depot. Steve Cote responded that the board will comment on that. She wants to know if money is being spent on that, what is SMITHCO and is money being spent on that. Because if it's being reduced, from what is it being reduced and how much is still being spent. Once she hears a response on that she might have a comment.

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

Fairmont Phase III waterline has begun; they will not be finished, but will stop working on it around November 15th to not interfere with the holiday season. Harris county real estate has begun to contact property owners along Pasadena Blvd. As they close a deal they will be sending information to Robin who will then send it on to PEDC. At the moment there are 2 that they have talked to and are close to negotiating. Once details are received he will pass them along. The Utility Development Project started on Red Bluff and from that they will move to Joe V's which

will take 6-7 months. Steve asked what the progress is on Joe V's to which Robin answered that there is work going on and we'll be there in about a month and well ahead of schedule. As soon as Restaurant Depot is resolved that will be moving forward as well. Ernesto Paredes then asked for an update on the Gateway Project on Fairmont. Robin stated that the county wants them to move the location from the West side to the East side of the turnaround. He will be checking on the construction drawings and they will approve the permit.

Agenda Item Eight: Report by Carlos Guzman, Executive Director.

Report not given due to Carlos Guzman not being present.

Agenda Item Nine: Board Action – Resolutions.

- a. **PSCC RESOLUTION 18-016** – Approving an Amendment to the Annual Budget for PSCC for Fiscal Year 2018.

Rick Lord made a motion to approve the amendment to the annual budget for Fiscal Year 2018, seconded by Ernesto Paredes that PSCC Resolution 18-016 be passed, approved and adopted.

Steve Cote - added comments in response to Pat Van Houte's questions during the public hearing that there is still money to be spent on Restaurant Depot, so there's still money in the budget and that SMITHCO DP is referring to the Joe V's project. MOTION CARRIED UNANIMOUS.

- b. **PSCC RESOLUTION 18-017** – Approving the Proposed FY 19 Operating Budget.

Marilyn Wilkins made a motion to approve the proposed FY 19 operating budget, seconded by Rick Lord that PSCC Resolution 18-017 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PSCC RESOLUTION 18-018** – Approving adoption of the Strategic Plan.

Emilio Carmona made a motion to approve adoption of the Strategic Plan, seconded by Rick Lord that PSCC Resolution 18-018 be passed, approved and adopted.

Rick Lord - added a comment stating he would like to see a timeframe/schedule for the items within the plan. MOTION CARRIED UNANIMOUS.

Agenda Item Ten: Comments by Board Members.

Rick Lord – No comments.

Randy Drake – Would like to thank our good friends at BAHEP for providing us with economic development data; Barbara Cutsinger, C. A. Shields and Jimmy Spence thanks for coming out! Randy asked Barbara to provide the statistic shared at a BAHEP meeting regarding how many people who are contractors at NASA live in Pasadena. Barbara stated that 20% of the subcontractors at NASA live in Pasadena which equates to 800-1,000 people. So we do have roots in aerospace

Marilyn Wilkins – Excited to see the Strategic Plan is in place and looking forward to working with everyone to begin the implementation that can make some difference.

Emilio Carmona – Also wants to comment on the Strategic Plan; so glad to see that because it's something that the City really needs. Also excited about starting to work on the Convention Center since we own that property.

Ernesto Paredes – Also wanted to thank everyone that was involved in the Strategic Plan. He's glad the Board didn't have to sit down and do the whole thing. It's a good vision, and it's getting everyone working together going back to the vision of one Pasadena. That's the only way we can move forward and have a good future for the ones coming behind us; we're setting a foundation that will move forward. Again, thank you for all the hard work.

Steve Phelps – Excellent comments and commended Steve Cote for a good job on the Strategic Plan presentation yesterday.

Steve Cote – thanked everyone on the board and in the community. We couldn't have come up with any ideas or any plans without all the input and all the collaboration from our economic development partners to other community stakeholders. Very excited! Time frames, schedules, priorities, movement, progress are all critical because we are not doing this to just have it sit on a shelf and collect dust. We want to see dirt turning, new things on the website, companies coming with new innovation and a lot of excitement.

Agenda Item Eleven: Executive Session.

****NOTE**3:25 PM** – At this time, Chairman Cote announced that the Board would be “going behind closed doors” for an 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.
- b. Convene in executive session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease or value of real property- Project #1804 – Bank Building.

At 3:45 p.m. Randy Drake stepped out of the Executive Session and left the room and did not participate in the discussion of item c. below.

- c. Convene in executive session pursuant to Sections 551.071, 551.072, and 551.087 of the Texas Government Code to receive legal advice from the PEDC attorney; deliberate the purchase, exchange, lease or value of real property; and discuss or deliberate regarding commercial or financial information the PEDC has received from a business prospect or deliberate the offer of a financial incentive to a business prospect – concerning real property bid proposal number 18-001-RP, an approximately 21,786 square feet or 0.50 acres of land and being all of Lots 22, 23 and 24 and the North ½ of Lot 21, Block 60 of the Townsite of Pasadena, an addition to the City of Pasadena, Harris County, Texas, and generally located at 102 Munger Street, Pasadena, Harris County, Texas.

****NOTE**4:37 PM** – At this time, Chairman Cote announced that the Board “has completed its Executive Session.”

Agenda Item Twelve: Reconvene into Regular Session

****NOTE**4:39 PM** – At this time, Chairman Cote reconvened the Board Meeting and Randy Drake returned to the room.

The Board will reconvene into Regular Session, pursuant to the provision of Chapter 551 of the Texas Government Code, to take any action necessary regarding:

- a. Deliberation regarding economic development negotiations for Business Attraction/Retention Projects. No action on this item.
- b. Deliberation regarding real property – Project #1804 – Bank Building. Ernesto Paredes made a motion to authorize Staff to negotiate and execute a resolution for a purchase contract with the bank building owner, and to conduct due diligence under a feasibility period subject to City Council approving a budget amendment on July 3rd, seconded by Randy Drake. MOTION CARRIED UNANIMOUS
- c. Deliberation regarding commercial or financial information the PEDC has received from a business prospect or deliberation of the offer of a financial incentive to a business prospect – concerning real property bid proposal number 18-001-RP. This item was deferred pending additional information from the bidders as requested by the Board.

Agenda Item Thirteen: Adjournment.

Chairman Cote called for a motion to adjourn the June 28, 2018 meeting at 4:41PM. Ernesto Paredes moved, seconded by Steve Phelps. MOTION CARRIED UNANIMOUS.