



PASADENA ECONOMIC DEVELOPMENT CORPORATION

Pre-Board Meeting

June 1, 2023, 3:00 p.m.

Minutes

Members present:

Rick Lord, President
Salvador Serrano, Jr., Vice President
Ernesto Paredes, Secretary
Efren Arjona
Angela West

Members Absent:

Marilyn Wilkins, Treasurer

Others Present:

Jeff Moore, Brown & Hofmeister, LLP (via Zoom)
Rick Guerrero, Executive Director
Julianne Echavarria, PEDC Marketing Manager
Karina Tomlinson, PEDC Manager
Yolanda Vegas de Eaves, PEDC Sr. Office Assistant

Call to order:

The Pre-Board meeting for the June 1, 2023 Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board President, Rick Lord.

He read through the items on the agenda stopping at the below.

Agenda Item Six: Public Hearing

a. Signage at the Convention Center Facility– Rick Guerrero started with a slide of the new signs for the Convention Center. He explained that the reason to reschedule the meeting was that this item was taken out of the current contract with the purpose of funding it separately and through a different vendor and by doing that will save \$60,000.00. *Mr. Paredes asked who was going to take the credit for the changes*, and Mr. Guerrero responded it was Mr. Robin Green, who responded that we're saving the markup.

b. Fairmont Utility Extension Project – Word was given to Mr. Green, a slide with a map was presented and he went on explaining the project's location. He stated that to the East of the project the City owns 99 acres, and after meeting with the Corp of Engineers and FEMA it was discovered that out of those 99 acres there are 44 acres that can be developed. Mr. Green added that this project runs on the front side of Fairmont and will add sewer and water to the 44-acre tract of land. He added that the south portion of the 99 acres is wetlands, but he suggested that Pasadena can do the same as the City of Katy, where they build elevated walkways that can also be used to birdwatch., it wouldn't be completely useless, it would make it impossible to construct any kind of improvements there. He went on to explain that this contractor has done a lot of work for the City and whose prices are very competitive. He added that he has a high level of confidence in the numbers. There is a lift station and a force main that will set you up so that the tract will be developed.

Agenda Item Seven: Board Actions – Resolutions

a. Board to call a Public Hearing on June 22nd – Mr. Guerrero started with slides showing images regarding the current state of the economy and what has affected it in the last fiscal year. There was a brief technical interruption and he continued after it was resolved. He stated that despite the negativity in the media and across the country, you can see that the budget for 2023 was at \$14.154M and the year-end estimate is at \$17.635M because of the interest accounts doing so well. The proposed FY 24 is for \$17.65M, so despite the negative media, the EDC is doing well. Mr. Guerrero went on to the next slide with an overview of the FY 2024 budget, showing the Catalyst Projects: Major Corridors, Business Development to have a stronger focus on small business, a continued focus on Pasadena Loves Local campaign, and so the plan is for the Board to adopt the new budget at the June 22nd meeting. Next, he spoke about the estimated Fund Balance at Year End '23 of approximately \$20M, and a portion of that money will be used to fund accounts needing replenishment for upcoming projects. The current revenue guidance for FY '24 is \$14.45M and recommendations allow the Board to continue to implement the ED Strategic Plan Update.

The next slide was the Operating Budget for FY '24, and he explained that it will be flat with major decreases in committed incentives. He added that some of those incentives have been paid out, one was Restaurant Depot with a payment of \$289K at the beginning of the year so this commitment is pretty much done. The only other incentive EDC has on the books is the Petroleum Service Corporation and EDC made the first payment last year and have one more to make of \$100K. *Ms. West asked the reason for that payment to Restaurant Depot and* Mr. Guerrero explained that it was an incentive with a complicated agreement. The EDC has now paid it out and now the only payment left is the \$100,000.00 incentive for Petroleum Service Corporation. Mr. Rick Lord asked if some of that had to do with the land value, Mr. Guerrero responded that some of it was land value and some of it had to do with infrastructure that actually saved millions. Mr. Green added that there was a site swap. Mr. Guerrero then continued with the Operating Budget slides and with account 7124 Incentives Committed. The next slide was a clearer picture of the EDC going from \$489K in FY '23 to \$100K in FY 24 and PSC Group being the only item left to pay in incentives and that was the reason for the change in the operating budget. He showed the Board with the next slide what's currently committed for FY '23 and proposed for FY '24. For Business Recruitment/Retention and Expansion we are keeping it the same at \$1M. Legal consulting, business façade and other implementation was kept close. These changes keep the Professional Services proposed totals with a decrease of \$100k with FY '24 at \$2.7M and FY '23 at \$2.8M. He moved on to CIP- FY '24 slides, spoke about the Budget Amendment that was approved in February that allocated resources. He added that for the upcoming fiscal year recommendations will be subject to change and it is something we will continue to work on until the very end. EDC continues to have a strong focus on Historic Pasadena with the North Pasadena Redevelopment, Strategic Corridors, and the most important Pasadena Blvd, that we want to make sure we get right because it carries the name of the City. In the next slide for the CIP Mr. Guerrero reviewed candidates for additional funding which include Industrial District estimating about \$7M, Vince Bayou Greenway Trail which continues to be designed will be about \$2M and finally Corridor Development that will be replenished in the amount of about \$1M. He continued with the FY '24 Recap, the Operating Budget will see limited changes, the CIP- Request limited to replenishing accounts and allocating funds for recommendations, opportunity for EDC budget to fully implement ED Strategic Plan Update and Livable Centers II, and finally the Budget to be approved at the June meeting. He asked if anyone had questions. *Mr. Lord asked Mr. Guerrero when the Updated Strategic Plan would be presented,* and Mr. Guerrero answered that it would be coming out this coming week. He added that the plan is finished and was reviewed by the Mayor's office and the EDC will be sending it out this coming week. He added that Livable Centers plan won't be ready until the end of summer or early fall.

Agenda Item Eight: Report by Executive Director

Richey Street: Mr. Guerrero explained that the project has started mobilizing on May 22nd, milling equipment was delivered on May 23rd, so all the electrical conduit and pole footings activity on the West Side of Richey is scheduled to start on June 6th.

Pasadena Boulevard: He stated that Public Works Staff met with Entech Civil Engineers the week of May 15th, to get a progress update and we made a big emphasis that this is important, being Pasadena Blvd., that we need to pay attention to the Boulevard being aesthetically attractive and confirmed that all underground utilities are in good condition before the concrete is poured, and in discussion with Robin we want to make sure we don't go forward and then we have to back and break it for one reason or another, so that's why it's taking time because we want to make sure we get it right.

Convention Center: He explained to the Board that as they continue to see there are improvements that continue to go on at the Convention Center as we speak, made a reference to the previous talk about the new signs that are going to be installed soon. He added that him and Sarah Benavides have been working on the next Phase of improvements and once that's ready they will bring it to the Board for approval. He stated that more is going to be done at the Convention Center and right now they are putting all the pieces together. *Mr. Lord commented that it's looking a lot better at the facility and Mr. Guerrero answered that construction and electrical updates are being done.* He finished his presentation reiterating that there is more to come for this project.

Pre-board meeting adjourned at 3:16 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION
Board Meeting
June 1, 2023, 3:16 p.m.
Minutes

Agenda Item One: Call to order

The Board meeting on June 1, 2023 for Pasadena Economic Development Corporation was called to order at 3:16 pm by Board President, Rick Lord.

Agenda Item Two: Invocation

Invocation given by Angela West, Board Member.

Agenda Item Three: Pledges

Pledges led by Efren Arjona, Board Member.

Agenda Item Four: Public Comments

No comments made by attendees.

Agenda Item Five: Approval of Minutes from April 27, 2022

Rick Lord called for a motion to approve the minutes from the meeting held on April 27. Ernesto Paredes moved to approve the minutes, seconded by Efren Arjona. MOTION CARRIED UNANIMOUS.

Agenda Item Six: Public Hearing

Public Hearing Opened at 3:18 pm

- a. Consideration to approve fabrication and installation of signage at the Convention Center Facility (CIP# M065) by Statewide Municipal Services LLC in the amount of \$288,200.00 from the Convention Center Facility Improvements project account (M025).
- b. Consideration to authorize Staff to negotiate and execute a contract with T Construction LLC for the Fairmont Utility Extension Project (M066) in the amount of \$931,765.00 with a 10% contingency in the amount of \$93,177.00 for a total appropriation of \$1,024,941.50 from the Corridor Development Project Account (S113).

Public Hearing closed at 3:19 pm. No comments made by attendees.

Agenda Item Seven: Board Actions - Resolutions

- a. **PEDC RESOLUTION 23-017** – Consideration for the Board to call a public hearing on June 22, 2023, to allow public comment regarding the proposed FY 2024 Budget.
 - *At this time Rick Lord asked Jeff Moore if the Board needs to Motion this Item and Mr. Moore answered that the reason is the authorizing of a Public Hearing on June the 22nd.*

Ernesto Paredes made a motion to approve item, seconded by Angela West that PEDC Resolution 23-017, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 23-018** – Consideration to approve fabrication and installation of signage at the Convention Center Facility (CIP# M065) by Statewide Municipal Services LLC in the amount of \$288,000.00 from the Convention Center Facility Improvements project account (M025).

Salvador Serrano made a motion to approve, seconded by Ernesto Paredes that PEDC Resolution 23-018 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 23-019** – Consideration to authorize Staff to negotiate and execute a contract with T Construction LLC for the Fairmont Utility Extension Project (M066) in the amount of \$931,765.00 with a 10% contingency in the amount of \$93,177.00 for a total appropriation of \$1,024,941.50 from the Corridor Development Project Account (S113).

Ernesto Paredes made a motion, seconded by Efren Arjona that PEDC Resolution 23-019 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Eight: Report by Rick Guerrero, Executive Director

The report was given during the Pre-board meeting.

Agenda Item Nine: Comments by Board Members

Ernesto Paredes – Commented that we need to stay focused with the Convention Center, he just witnessed how many people attended the Strawberry Festival and learned that it was the highest attendance since Covid, so including other events including the Rodeo, we need to do anything we can to support the City.

Efren Arjona – He also went to the Strawberry Festival and added it was crowded, and agreed with Mr. Paredes in support with the improvements, and didn't realize how big it has gotten through the years.

Angela West – No comment.

Salvador Serrano, Jr. – Stated that he attended the Crawfish Festival and saw the crowd and commented that the projects coming up at the Convention Center are needed, the crowds are getting bigger which is what we want, and it's great for Pasadena.

Rick Lord – Stated that Mr. Guerrero did great with the Crawfish Festival, and the Mayor also did a good job pardoning the crawfish. *Mr. Guerrero added that it took the Board's support to sponsor an event like this to move forward with something like that and thanked the Board Members for their support.*

Agenda Item Ten: Executive Session

****NOTE** 3:24 PM** – At this time, Board President Rick Lord announced that the Board would be “going behind closed doors” for an Executive Session.

- a. Convene in executive session pursuant to Section 551.072 and 551.087, Texas Government Code to deliberate the purchase, exchange, lease, or value of real property and to deliberate regarding economic development incentives – Project #2002.
- b. Convene in executive session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease or value or real property – Project #2301

Agenda Item Eleven: Reconvene into Regular Session

****NOTE** 3:39 PM** – At this time, President Rick Lord reconvened the Regular Board Meeting.

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

- a. Deliberation regarding real property – Project #2002.

b. Deliberation regarding real property – Project #2301.

- There was no deliberation on item a. or b.

Agenda Item Twelve: Adjournment

Board President, Rick Lord called for a motion to adjourn the June 1, 2023 meeting at 3:39 pm. Ernesto Paredes moved, seconded by Efren Arjona. MOTION CARRIED UNANIMOUS.