



PASADENA ECONOMIC DEVELOPMENT CORPORATION

Pre-Board Meeting

July 25, 2024, 3:00 p.m.

Minutes

Members present:

Marilyn Wilkins, Vice President
Ernesto Paredes, Secretary
Angela West
Efren Arjona
Elaine Domec

Members Absent:

Rick Lord, President
Salvador Serrano, Jr., 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, Sr. Office Assistant

Call to order:

The Pre-Board meeting for the July 25, 2024, Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board Vice President, Marilyn Wilkins.

Marilyn Wilkins read through the items on the agenda stopping at the below:

Agenda Item Six: Board Actions- Resolutions

Marilyn Wilkins stated that a couple of items will be covered in R. Guerrero's Executive Report. Marilyn Wilkins asked Jeff Moore, attorney for the EDC, if these comments should be presented first and then consider the actions, or, if the order of the agenda should be followed. Jeff Moore responded that the comments from R. Guerrero could be given during the Pre-Board, before taking any action during the regular meeting.

Agenda Item Seven: Report by Executive Director

R. Guerrero started his report with some project updates. Richey Street: R. Guerrero drove through Richey Street this week and could see that everything looked good. He added that we are still waiting for the streetlights, once CenterPoint installs them the project will be completed. Pasadena Blvd: This project had delays due to the hurricane. He also drove this week through Pasadena Blvd., and he could see that work had started and progress was being made. Pasadena Arena: Water and fire lines are installed. We are in the process of platting the entire Convention Center property (approx. three hundred acres). The Pasadena Arena & Convention Entertainment District will be the new name for the area. We will start drilling the piers for structural support in the next few weeks. The foundation has not been poured at this time, but after the pier support is finished the structure will go up. Vince Bayou Greenway & Little Vince Greenway: Both projects continue to move forward. There are no current updates. HWY 225 Safety Lighting: There are two items on today's agenda for discussion. The staff recommends terminating the contracts until TxDOT finalizes their design, HWY225, and pick back up the

projects once their project is complete. Pasadena City Plaza: This is the area across from the Police Station, design is 100% complete. The electrical design is 90% complete, and hopefully we will be able to start the project within the next 60 days. Convention Center Grounds: This is located at the back of the Convention Center property; RV parking has been installed to benefit the Rodeo and the Strawberry Festival. Work continues for the connections of electricity, water supply and sewage. If budget permits, we are exploring the addition of a kid's area and a dog park.

M. Wilkins asked R. Guerrero with respect to the under HWY225 Lighting Project that affects Skyrim and Freese & Nichols, if there is no timeline whatsoever that we can get from TxDOT with respect to their project. R. Guerrero responded that there is not one at this point, we will see what develops and as we get more information we will share it with the Board.

Pre-board meeting adjourned at 3:09 p.m.

PASADENA ECONOMIC DEVELOPMENT CORPORATION

Board Meeting

July 25, 2024, 3:09 p.m.

Minutes

Agenda Item One: Call to order

The Board meeting on July 25, 2024, for Pasadena Economic Development Corporation was called to order at 3:09 p.m. by Board Vice President, Marilyn Wilkins.

Agenda Item Two: Invocation

Invocation given by Marilyn Wilkins, Board Vice President.

Agenda Item Three: Pledges

Pledges led by Efren Arjona, Board Member.

Agenda Item Four: Public Comments

Cristina Womack, Pasadena Chamber of Commerce CEO, approached the Board to share an update related to the Pasadena Loves Local Workshop, hosted by the Pasadena Chamber of Commerce this past June. She thanked Julianne's efforts on this workshop, Small Business Resource Fair, they had over one hundred small businesses represented that were able to hear from SPA, SBDC, and the Port of Houston on how to earn contracts with larger companies and municipalities. The City of Pasadena was also present for the first time, represented by the Purchasing department, to show the participants how to do business with the city. At this event, sixty of the attendees were non chamber members, but they were previously engaged with other chamber events. The threshold requested by R. Guerrero was met at this event and thanked the team for making it happen. On the matter of supporting local businesses, the chamber has heard from several of its members that they have been approached about doing some of the work at the Convention Center project. C. Womack asked the Board to continue to ask questions and perform due diligence in considering who wins all the contracts for this project; it will make a significant difference in the lives of our local businesses and goes along supporting the Pasadena Loves Local program. C. Womack also announced the annual elected official's reception coming up on August 8th, and she invited the board members to attend. The chamber's board and the government relations committee have been closely engaged with the city and the EDC, and this event will be a great time to introduce the EDC board to some of their stakeholders.

Agenda Item Five: Approval of Minutes from June 27, 2024

Marilyn Wilkins called for a motion to approve the minutes from the meeting held on June 27, 2024. Ernesto Paredes moved to approve the minutes, seconded by Elaine Domec. MOTION CARRIED UNANIMOUS.

Agenda Item Six: Board Actions - Resolutions

- a. **PEDC RESOLUTION 24- 020** – Consideration to accept the Financial Report of Investment Activities for the Fiscal Quarter ended June 30, 2024.

M. Wilkins asked for presentations or comments from the Controller's Office regarding this item. There were none, the Board proceeded to vote.

Elaine Domec made a motion, seconded by Ernesto Paredes that PEDC Resolution 24-020 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 24- 021** – Consideration to authorize Staff to take all actions necessary to terminate the agreement with Skyrim Studio, Inc. (PEDC 21-048).

M. Wilkins asked the Board if they had any questions; It is her understanding that this is a \$500K project and has so far been spent over \$200K. R. Guerrero has more information on this subject. There is also a considerable concern that if we go forward and complete it, we might run into problems with TxDOT for doing something that is counterproductive. M. Wilkins asked Mr. Guerrero if that was correct. R. Guerrero responded that \$240K has been spent up to this point. We are holding up this project until the next steps are figured out. We would like to keep the money in the North Pasadena project account, with no intention of moving it anywhere else. For now, the best move will be to terminate the project until HWY225 is settled. M. Wilkins asked if construction and installation are all that is left, everything else is finished. R. Guerrero responded as that being correct, the only thing left to do is manufacture the fixtures and install them.

Efren Arjona made a motion, seconded by Angela West that PEDC Resolution 24-021 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 24 -022** – Consideration to authorize Staff to take all actions necessary to terminate the agreement with Freese and Nichols, Inc. (PEDC 22-038).

M. Wilkins asked R. Guerrero to describe who Freese and Nichols, Inc. are. R. Guerrero described them as the project management firm, they do some of the design as well.

Ernesto Paredes made a motion, seconded by Efren Arjona that PEDC Resolution 24-022 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- d. **PEDC RESOLUTION 24-023** – Consideration to authorize Staff to negotiate and execute an agreement with Conventions, Sports & Leisure International, a division of Legends Project Development for a Market Study and Analysis of the Pasadena Convention Center Expansion and Renovation project (CIP #M029) in the amount not to exceed \$75,000.00 from the Convention Center Facility Improvements (M025) project account.

M. Wilkins asked if there were any questions or comments about this item. A. West asked if this item could be explained.

R. Guerrero responded that they have been talking about a market study for several months and there are different options on how to do it. It can be done before to determine what to do, we can do it once you have a design of what we want to build, or we can always do it once the facility is completely built. We opted for the middle one, we have a design, and we know how the facility is going to look like. They will take into consideration the size of the facility, so we could keep it operational all year round; keep some of the community events, like graduations; some of the conventions likes or wants, having a larger floor to hold bigger expos. We also kept all the local organizations in mind to have facilities for them as well. We know exactly what the facility is going to look like, so, this is the right time for a market study to look at how this will benefit the businesses in our area. For those reasons, we are moving towards a market study with CSL. *M. Wilkins asked if these \$75K come from a prior allocation of funds designated for the Convention Center, well in the past and not spent to date. R. Guerrero responded that the funds are in an existing account. CSL is at the top level in their business, this is all they do. They are a*

unique company, and this is also a recommendation from the folks at NRG. We want to make the facility as useful as possible, and this is the next step in doing that. *M. Wilkins asked if they have a defined objective that hopefully will not result in any significant recommendations for design changes.* R. Guerrero responded, “No.” They are going to do the study talking to different people and local stakeholders to come up with their recommendations and what the future brings for Pasadena, because of this Arena. *M. Wilkins responded that basically, they are going to do a report, and the city then uses that as its basis for plans for the Convention Center, once it is built.* R. Guerrero responded that the report can be used for different opportunities. The first thing in using a market study for is putting up an RFP for an operator. This is required in most cases, so they will know what they are walking into. These market studies are good for attracting businesses to the area, we want restaurants, hotels, and retail. Market studies can be used for different things, to promote Economic Development within the city. *M. Wilkins responded that in conclusion, this study will give a report based on the demographics and desires of the market area. Making recommendations of the kind of best uses that the facility will meet. For example, the type of genre for music events like country music; therefore, the market study will say that, and the new management company will know, that they better be finding country music.* R. Guerrero responded that these studies are for all types of entertainment that we can bring. CSL is going to study the whole region, not just one area, to research where we can draw people from, e.g., Texas City, The Woodlands, to name some cities.

Elaine Domec made a motion to approve as amended, seconded by Ernesto Paredes that PEDC Resolution 24-023 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Seven: Report by Executive Director

M. Wilkins asked R. Guerrero *if he wanted to add anything else to his Executive Director Report.* R. Guerrero responded that everything was very much covered and offered to address any questions. *A. West commented that a few weeks ago, there were reports of some criminal activity at the Convention Center facility area, where somebody took a piece of equipment and concrete got broken up. She asked if that concrete was part of the Convention Center that had been paid for, or if it must be re-poured.* R. Guerrero responded that he is not part of the investigation and the only information he has is that the damage is to the existing concrete within the Convention Center’s property, primarily from the back of the facility. He is not sure of the damage extent, he is not part of the investigation, and he has not seen anything that sticks out. *A. West added that she wanted to know if the damaged concrete is part of the newly renovated section.* R. Guerrero responded that he believes that part of the new concrete is, but he has not seen any kind of damage.

Agenda Item Eight: Comments by Board Members

Efren Arjona – He hopes everyone is Ok, after the hurricane’s visit.

Ernesto Paredes - He thanked the Public Works department and the city for their rapid response after the hurricane. It is not easy when the power is out. He acknowledged the work at the mall with debris pick up and all the help given by crews from out of town.

Angela West – She also wanted to express how glad she is to see that the mall area is being used for something, it looks like a major operation. She also added that everyone was so friendly even when it was warm, and the power was out. She hopes that we do not have another storm for the season.

Marilyn Wilkins – She seconded Angela’s last comment.

Elaine Domec – Stated that this meeting will mark a year since she came to the Board. She thanked everyone for letting her to be part of it. M. Wilkins responded – Wonderful!

Agenda Item Nine: Executive Session

****NOTE** 3:31 PM** – At this time, Board Vice President Marilyn Wikins 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 551.071, Texas Government Code to seek legal advice from the PEDC attorney regarding pending or contemplated litigation or settlement offers related to Richey Street Roadway and Pedestrian Improvements project.

Agenda Item Ten: Reconvene Into Regular Session

****NOTE** 3:53 PM** – At this time, Vice President Marilyn Wilkins 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 economic development negotiation for Businesses Attraction/Retention Projects.
 - There was no deliberation on this item.
- b. Deliberation regarding legal advice from PEDC attorney.
 - There was no deliberation on this item.

Agenda Item Eleven: Adjournment

Board Vice President, Marilyn Wilkins called for a motion to adjourn the July 25, 2024, meeting at 3:54 p.m. Ernesto Paredes moved, seconded by Elaine Domec. MOTION CARRIED UNANIMOUS.