



PASADENA ECONOMIC DEVELOPMENT CORPORATION  
Pre-Board Meeting  
August 22, 2024, 3:00 p.m.  
Minutes

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**Members present:**

Marilyn Wilkins, Vice President  
Ernesto Paredes, Secretary  
Salvador Serrano, Jr., Treasurer  
Angela West  
Efren Arjona  
Elaine Domec

**Members Absent:**

Rick Lord, President

**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 August 22, 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 and asked Rick Guerrero if he wanted to give his Executive Report at this time, Rick Guerrero responded that it will be done during the meeting.

Marilyn Wilkins asked if anyone had any questions.

With no questions by the Board, Marilyn Wilkins concluded the Pre-Board meeting.

Pre-Board Adjourned at 3:05 pm.

# PASADENA ECONOMIC DEVELOPMENT CORPORATION

## Board Meeting

August 22, 2024, 3:05 p.m.

### Minutes

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#### **Agenda Item One: Call to order**

The Board meeting on August 22, 2024, for Pasadena Economic Development Corporation was called to order at 3:05 p.m. by Board Vice President, Marilyn Wilkins.

#### **Agenda Item Two: Invocation**

Invocation given by Salvador Serrano, Jr., Board Treasurer.

#### **Agenda Item Three: Pledges**

Pledges led by Angela West, Board Member.

#### **Agenda Item Four: Public Comments**

Sherry Free, Executive Director of the Pasadena Livestock Show & Rodeo - She came by to thank the Board of Directors for their support for the 2024 Pasadena Rodeo. This is the Rodeo's 75-year anniversary, they are excited and invited the Board to attend the event. She brought along badges, commemorative coins, and a sponsorship packet for the members. Last year they were able to give back \$648K to the area youth in Pasadena, Deer Park, Clear Lake, and La Porte, which is a huge accomplishment for a non-profit organization in our area. Sherry Free thanked the board again for their support and hoped to continue their partnership with Pasadena EDC.

Cristina Womack, Pasadena Chamber of Commerce CEO - She approached the Board to share an update on their flagship partnership with IMPACT Pasadena. The program is receiving applications. She reminded the Board of the opportunity for one of its members to serve on the selection committee for the upcoming 2025 cohort, which is looking that it will be on September 6<sup>th</sup>. As a result of IMPACT, due to the ripple effect of people engaging and the cohort expanding the program, a 501c3 has been officially launched. The first Board meeting for Leadership Pasadena Incorporation has already taken place. They are pleased to see the program expanding, offering additional short programs aimed at the youth and for those who cannot commit for an eighteen-month program. On one of the first programs, IMPACT will spend a day at City Hall to learn about local government, it will be hosted on September 3<sup>rd</sup>. There will be about 25 Pasadena businesses representing all eight council districts in our city. Registered voters and citizens of Pasadena are expected to attend, to learn how the City of Pasadena government works. One of the things that hosting that event has prompted in all the teaching and preparation is that as they try to teach about government, they use the website to show the students how to find agendas and minutes. Cristina Womack invited the Board to consider posting the EDC's minutes and contract information, just like the City of Pasadena does for City Council on the website for transparency, so as they teach about it the citizens have access to it. She also explained that as they are teaching city government and show the agendas, the first time they taught it the question was – "Why aren't the EDC's agendas not posted there?" Cristina closed her comments, asking the Board to consider this request as well.

#### **Agenda Item Five: Approval of Minutes from July 25, 2024**

Marilyn Wilkins called for a motion to approve the minutes from the meeting held on July 25, 2024. Ernesto Paredes moved to approve the minutes, seconded by Elaine Domec. MOTION CARRIED UNANIMOUS.

### **Agenda Item Six: Public Hearing**

*Public Hearing Opened at 3:10 pm*

*At this time M. Wilkins explained that the items for Public Hearing are the same as two of the items on Board Actions. She asked Jeff Moore, attorney for the EDC, how to proceed with the reading, should she read each item, ask for public comments and then go into Resolutions.*

J. Moore responded, to read both items and then ask for comments on either, “a” or “b.”

- a. Consideration to authorize Staff to negotiate and execute a contract with B&D Contractors, Inc. for construction services for the Pasadena City Plaza Project (CIP #R094) in the amount of \$1,681,136.83 with a 10% contingency in the amount of \$168,113.69 for a total appropriation of \$1,849,250.52 from the North Pasadena Redevelopment Project account (M008).
- b. Consideration to authorize Staff to negotiate and execute an agreement with Aurora Technical Services, LLC for engineering design services related to Groundwater Well at CWA Pump Station (CIP #W093) in the amount not to exceed \$272,120.00 from the Industrial District Improvements Project account (Z006).

*M. Wilkins asked for comments from attendees and asked J. Moore if she was proceeding correctly.*

J. Moore responded yes, proceed to invite to make comments on both items, and if no comments are made the Public Hearing can be closed.

Public Hearing Closed at 3:12 pm. *No comments made by attendees.*

### **Agenda Item Seven: Board Actions- Resolutions**

- a. **PEDC RESOLUTION 24-024** – Consideration to authorize Staff to negotiate and execute an Economic Development Service Agreement with Bay Area Houston Economic Partnership (BAHEP) in the amount of \$35,000.00.

Brian Freedman, President of Bay Area Houston Partnership (BAHEP), started his presentation by thanking the Board for their partnership, he saluted R. Guerrero and Cristina Womack as well. He then provided background of who they are and who they partner with at the regional level, focusing on bringing together leaders in industry, academia and non-profit in government to advance the region’s interest. He introduced their new strategic plan that focuses on promoting and growing the region's diversified economy making sure they return value to their members, leading a dynamic business environment that advocates for regional priorities, operating with integrity, efficiency, and accountability. He used a Parthenon to illustrate the economic opportunities and development in the Bay Area Houston Region that shows five major clusters of industry: Maritime, Aerospace, Tourism, Healthcare, and Specialty in Petrochemicals; they all bring prosperity to the region. To make these industries successful they need different types of support organizations such as government services, lawyers, real estate agents, non-profits, to name a few. Foundationally, outstanding educational opportunities are needed to create a pipeline for the workforce of the future. Organizations invest in the Bay Area because this region has a great story to tell. It is a great place to do business, we have affordability, a central location, and a low tax burden. He described other things that he is excited about in the City of Pasadena, including the Convention Center renovation and thanked R. Guerrero for his leadership. He added that BAHEP’s team and R. Guerrero have been working together to ensure a steady pipeline of opportunities specific to the region. There are prospects that involve industrial properties, two sites specific to the Pasadena area. Additionally, there are several

other prospects not yet committed to a location, but Pasadena is surely part of that ecosystem. BAHEP continues to work on the coastal barrier to be prepared for future storm surge events. The Gulf Coast Protection District was funded half a billion dollars from the state of Texas for that project. They are in the same building as BAHEP as well as the Corp of Engineers who is also receiving federal funding for that same project. Anyone who wants to meet with these entities to understand their work is welcome because every voice needs to be heard. Brian described himself as a big advocate about what is going to be done about flood and property insurance. He and Cristina met with Casy Brown, Texas Insurance Commissioner, to discuss different ways the state can step up to help because we all have houses and businesses, and we understand how challenging that is. BAHEP has a small business assistance program, called SATOP, where NASA engineers volunteer to help small businesses. They have been awarded a new workforce grant from the State of Texas to help train medical research assistance. There are thirty internships committed from hospitals to train those students. BAHEP will be very active in this legislative session and looks forward to working with R. Guerrero and the Board on legislative priorities. Brian introduced the Bay Area Houston regional aerial map; he thanked the city for its support and shared a stack of maps with the Board. This is a great way to display the region to people who are not familiar with this area, to see which location could be a good fit for their businesses. October 10<sup>th</sup> is the date for the South Texas Transportation Summit that BAHEP is doing in partnership with Economic Alliance Port of Houston and BAYTRAN (Bay Area Houston Transportation Partnership). The focus will be on all types of transportation, his big push at this year's event will be space transportation. The new executive director of the Texas Space Commission, Norman Garza, will be present as well as other leaders from different state agencies. This event will be hosted at the Pasadena Convention Center. On September 25<sup>th</sup>, BAHEP will be hosting the new CEO of the Port of Houston, Charlie Jenkins, for a general membership meeting. October 9<sup>th</sup> BAHEP will be hosting Dawn Buckingham, M.D., Texas Land Commissioner, for a general meeting membership as well. Brian Freedman invited the Board Members to attend these events. He thanked the Board for the consideration to renew their agreement with Pasadena EDC. He is fortunate to work with different cities in this region, all of them are fantastic. Brian praised the Board for their service in the Economic Development Corporation, he acknowledged that while they do not get paid for the job they do, their implication in the community is of great importance. He thanked them for being volunteers and leaders in this community. At this time, he offered to answer any questions. No questions were made by the Board Members.

Ernesto Paredes made a motion, seconded by Efren Arjona that PEDC Resolution 24-024 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 24-025** – Consideration to authorize Staff to negotiate and execute a contract with B&D Contractors, Inc. for construction services for the Pasadena City Plaza Project (CIP #R094) in the amount of \$1,681,136.83 with a 10% contingency in the amount of \$168,113.69 for a total appropriation of \$1,849,250.52 from the North Pasadena Redevelopment Project account (M008).

Karina introduced Aaron\_Moore, Binkley & Barfield, Project Manager, who was present to provide a brief project summary. She invited the Board Members to look at the documents related to this item inside their binders: Bid Tabulation and Letter of Recommendation. Binkley & Barfield DCCM had an invitation for bids there were many bidders and three were selected. B&D Contractors, Inc. submitted the lowest bid, they are the most qualified not because of the low bid but for their qualifications. They work with landscaping and paving.

He introduced an illustration with an overview of the design plan. Davis Street will be removed, two color driveways are going to be reinstalled and will be accessible to vehicles. He described the middle area as the Plaza, which will be paved so vehicles would be able to go through, it is going to be structurally sound with more than adequate drainage. There will be trees, landscaping throughout, and benches, it will be a nice gathering place. Police officers and anyone walking to the Court House or to the Police Anex will be able to go through without walking through mud or look out for traffic. They do not anticipate needing the 10% contingency, but with all the things in construction you never know what is underground, it will be there if they need it in the future. R. Guerrero added that this project is a collaborative project. Sarah Benavides from Public Works has been involved from the engineering side, the Police Department has been involved as well. Every time we meet, all these parties are together at the table. We also had the Parks & Recreation department, with Jed Aplaca and his team, and then of course the EDC. We have been working on this project for months now, we are finally at the point where this item gets approved, and we can move forward. R. Guerrero asked when he is planning on breaking ground. Aaron responded that right after approval and the EDC acquires the contract, which usually takes about two- three weeks, they will issue the so-called submittals for materials they need to procure, it will take two to three weeks. After the contract is ready, they can break ground in about six weeks to start in late September. They anticipate it to be finished by mid-April, including weather inclement. *M. Wilkins asked R. Green if he had any comments.* He responded that this is a good project, a good outfit, it is worth doing and the price is reasonable. *S. Serrano asked Aaron if he could explain why there is such a significant difference between the bids.* Aaron responded that B&D Contractors work on smaller projects, with a lot more landscaping, and side furnishings, which are more of the components of this project, compared to the paving, traditional roadway job, or public infrastructure jobs that MAR-CON and SER, their other two bidders, work on. These other contractors work on bigger scale projects, with more paving and more storm infrastructure. They have a different business model and work with larger projects. SER's bid was \$3M, and the minimum size project they look for is \$10M. *S. Serrano asked Aaron if he could provide samples of the projects the awarded company has worked on in the past.* He responded that he cannot at this time, but references were provided and reviewed, architects and engineers gave them good reviews. They were also recommended by the landscape architect that works with Binkley & Barfield on this project. In total there were four outside parties that recommended this contractor. *S. Serrano asked if they worked for the city of Pasadena before.* Aaron responded that he believes they had not. *S. Serrano wanted to confirm that this is the first time that they will do a project for the city.* Aaron responded yes to that. He thinks that because of the relationship B&D have with the landscape architect, they are looking to get more into the paving construction space. He is confident that they will do an excellent job because they want to work more with the city. *S. Serrano asked if they were a local company in the Houston area,* Aaron responded yes, they are in Houston.

Efren Arjona made a motion, seconded by Ernesto Paredes that PEDC Resolution 24-025 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 24 – 026** – Consideration to authorize Staff to negotiate and execute an agreement with Aurora Technical Services, LLC for engineering design services related to Groundwater Well at CWA Pump Station (CIP #W093) in the amount not to exceed \$272,120.00 from the Industrial District Improvements Project account (Z006).

R. Green explained that a water well is being added to this project for about \$3M, this is a \$20M project all total. It will provide water for Seabrook and La Porte. Building this project right now will provide a revenue of about \$1M per year, we can complete the project by the time we pay it off.

Ernesto Paredes made a motion, seconded by Elaine Domec that PEDC Resolution 24-026 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

**Agenda Item Eight: Report by Executive Director**

Richey Street - We are still waiting for the lights from CenterPoint. He decided to leave the Executive Session item, just because he did not know if there would be any updates on the possible litigation on Richey Street. There is nothing new about the subject, there have not been any new conversations either. At this point, the Executive Session is not necessary. J. Moore replied that he does not have any updates. R. Guerrero added that he believes the other side is trying to see what we would do; at this point we are going to wait to see what happens. Pasadena Blvd - Construction is moving forward; you never know what is underground until you start digging. There have been delays because of issues but we continue to move forward. As more updates become available, we will be able to share them.

Convention Center Site - We are nearing completion on the RV area; we are running a little behind due to the weather. All the equipment and wiring are already on site, work is being done trying to make sure that everything is ready by the time the Rodeo starts. R. Guerrero invited everyone to see how the project is coming along. *E. Paredes responded that he went by and saw that the workflow was there.* Referring to Pasadena Blvd. *E. Arjona asked if the road was blocked off because of what they found underground.* He thought there would be some sort of access to go through. R. Guerrero responded that once they started digging there were lines and pipes that needed to be moved. *E. Arjona added that at the auto part shop they were not too happy because this situation has affected their business.* R. Guerrero responded that they are trying to move as fast as possible. R. Green added that having the fire station and the school in that location also complicates the job because they need access. This is a much tougher job than any other they have done before. *E. Arjona added that he understands but normally traffic lines are alternatively open and asked what they found down there.* *M. Wilkins asked what the anticipated completion date is for that section.* R. Green responded that about another year. Traffic would be able to resume as soon as pavement is laid; CenterPoint's poles can take eighteen months to arrive and because shortage, temporary poles are being used. R. Guerrero added that one would think that by now the supply chain would be up and running but is not. At this time, R. Guerrero resumed his report on the Convention Center- RV site. Depending on the budget, there are a couple of areas where a dog park and kid's play area are being considered to make it more attractive. Vince Greenway & Little Vince Greenway - We continue to move forward on both projects. Pasadena City Plaza - We just spoke about this project. It is a collaborative effort between different parties such as Public Works, Police Department, Parks Department, and the EDC. It is going to be a nice addition to this area, our mind setting was on creating a civic campus. Pasadena Livestock Show & Rodeo - They are going through challenges because of the construction on the site, we are collaborating with them as much as we can. The EDC is sponsoring this event for its 75th anniversary, we are also promoting the "Shop Local" program. We figured this is going to be a different audience compared to the one we normally worked with before. We are going to have our name at the front of the Rodeo as well, this sponsorship will help the Rodeo and the EDC.

R. Guerrero offered to answer questions, E. Domec asked him if there was any news about the mall. R. Guerrero responded that there is nothing new at this time. She then asked about the ATT building, he responded that there is nothing yet. No other questions were asked by the Board members.

**Agenda Item Nine: Comments by Board Members**

Efren Arjona – He is happy to be present and thanked the guests for their presence.

Ernesto Paredes - To Rick and the staff, he knows that it is hard to be out there dealing with everything back and forth; keep up the good work and we all will get there. E. Arjona jokingly added that maybe on Monday they can put a statue of Rick somewhere in the city.

Angela West – She told Brian and Cristina that she looks forward to seeing the emails she receives from BAHEP and the Chamber. She finds herself reading them at work, they are informative, and she appreciates that.

Salvador Serrano, Jr. – He thanked the EDC and the city’s staff, because without them none of this work could be done. He let everyone know that IMPACT Pasadena is a great program in case anyone knows someone who would like to participate. He was part of the first class and learned a lot, even though he lived in Pasadena all his life. IMPACT brings a different perspective, sometimes we all don’t agree but we all understand each other, which is the main key point of IMPACT – for us to understand each other. He asked again if they knew of anyone who would like to participate, because it is going to cultivate the leadership we want for our city and for the future. He hoped that everyone’s kids had a great start to the school year and wished a happy Labor Day to everyone.

Elaine Domec – She thanked the EDC’s staff for the work they do, and she is glad to see that everything is moving forward.

Marilyn Wilkins - Marilyn added that we have been missing Rick Lord and that she was sure he would be happy to come back at the next meeting. She cannot believe it is almost Labor Day, we will be waking up and it is Christmas. She encouraged everyone to enjoy every minute that is a blessing. She thanked everyone for everything they do, as citizens and as members of the community as well, and the influence they all have on the city, in a positive way.

*M. Wilkins confirmed with R. Guerrero that an Executive Session is not needed, to this he responded “correct.” M. Wilkins added that there is no need to reconvene as we are still in regular session. It is her understanding there will not be any deliberations regarding Business Attraction/Retention projects, legal advice from the EDC attorney, or the real property #2402.*

**Agenda Item Ten: Executive Session \*Cancelled\***

- 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.
- c. 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 #2402.

**Agenda Item Eleven: Reconvene Into Regular Session \*Cancelled\***

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.
- b. Deliberation regarding legal advice from PEDC attorney.
- c. Deliberation regarding real property – Project #2402.

**Agenda Item Twelve: Adjournment**

Board Vice President, Marilyn Wilkins called for a motion to adjourn the August 22, 2024, meeting at 3:42 p.m. Ernesto Paredes moved, seconded by Elaine Domec. MOTION CARRIED UNANIMOUS.