



PASADENA ECONOMIC DEVELOPMENT CORPORATION

Pre-Board Meeting

December 8, 2022, 3:00 p.m.

Minutes

Members present:

Rick Lord, President
Salvador Serrano, Jr., Vice President
Marilyn Wilkins, Treasurer
Ernesto Paredes, Secretary
Emilio Carmona
Efren Arjona
Angela West

Members Absent:

Others Present:

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

Call to order:

The Pre-Board meeting for the December 8, 2022 Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board Vice President, Rick Lord.

He read through the items on the Agenda.

Agenda Item Six: Consideration and action to elect a President, Vice-President, and any other vacancies

He stated that there is a slate of officers nominated, but that any other board members that are interested would also be considered.

Agenda Item Nine: Public Hearing

Rick Lord asked Robin Green, Public Works Director if he could go over item b) An agreement with Aurora Technical Services, LLC.

Robin started by saying that the Industrial District is experiencing low water pressure. He mentioned that in the last 3 years revenue is up by 75% therefore making the city a victim of their own success. This is the first step in designing some improvements. He stated that what they will probably do is look for a loan from the Texas Water Development Board for construction because they are looking at about \$50-\$60M and essentially what they are going to do is go from Genoa Red Bluff down Red Bluff to Bay Area down to the end of the line which is just 2000ft South of Fairmont. From the standpoint of money making this is the most productive source we have. He added that the lines were put in in the mid 80's and right now we're spending \$800k in Seabrook replacing things. He stated the system is just worn out. Marilyn Wilkins asked how long these improvements would service that area once the design and construction is completed. Robin responded that they would be good for another 20-30 years. He estimates that this program would take about 5 years because these kind of improvements take a long

time, and the money source is the biggest problem because the EDC can't absorb it. One option that may be discussed is selling bonds because this is a huge project. Marilyn added that as long as the improvements last longer than the bonds! He added that the repairs are what are costly, again mentioning that the break in the Seabrook area is costing \$800k. He stated that demand is really increasing in that area; there are more potential clients, but until we can prove that we can deliver the water they are not going to do any business with us. He believes these improvements will allow more clients to come on line and not affect the water pressure.

Agenda Item Ten: Resolutions

Item b) Letter of Engagement with Husch Blackwell LLP.

Rick Guerrero asked Bens Stephens with Husch Blackwell to provide a brief introduction. Ben provided some quick background on the firm who are governmental litigators that represent governmental and private entities in all types of governmental litigation. They were asked to submit a letter of engagement to assist with a subpoena that was received by the EDC. He added that because the response is a hefty one they will be helping with the review and submittal of the response to ensure that the information that needs to be protected is protected and what needs to be disclosed is disclosed. Rick Guerrero touched briefly on the subpoena and mentioned that there is a lot of information that has been collected on servers that needs to be sorted through that the EDC does not have the expertise nor the bandwidth to look through and ensure that all of the necessary information is provided within the designated time frame. *Marilyn added that she's ok as long as Jeff isn't going anywhere!*

Agenda Item Eleven: Report by Executive Director

Underpass Lighting project: There is an item on the agenda that will allow this project to continue with the project by doing the electrical work and have the lights manufactured so we can continue moving forward. Industrial District Water System: This is a project that we've been talking about for about a year now and it's a problem that we need to resolve so this is the first step toward that. EPA Brownfields Grant: This was also briefly discussed and Husch Blackwell will be assisting us in our effort to provided the best response. He stated that once that is complete he will provide an update to the board. Shaw Avenue: There are still issues with some of the ornate lights up and down the sidewalks that are not turning on regularly. The issue has been reported to the contractor and a temporary fix has been implemented while the part comes in to bypass the issue. Richey St. Phase II: There was a zoom meeting yesterday with all the folks involved and the project is being re-activated. Everyone hopes to begin construction in the first quarter of 2023. Vince Bayou Greenway: The property at 2020 Lamar was just acquired so it continues to move forward. Based on the last update they estimate that the project will take approximately 18 months to complete. Healthy Living Matters: This is an ongoing project that the EDC is a support for and we will continue to provide updates as the project continues. EDC Strategic Plan Update: This is also an ongoing project and they expect to be finished and hope to be able to provide a report in the second quarter of 2023.

Pre-board meeting adjourned at 3:13 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION
Board Meeting
December 8, 2022, 3:14 p.m.
Minutes

Agenda Item One: Call to order

The Board meeting on December 8, 2022 for Pasadena Economic Development Corporation was called to order at 3:14 pm by Board Vice President, Rick Lord.

Agenda Item Two: Invocation

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

Agenda Item Three: Pledges

Pledges led by Rick Lord, Board VP.

Agenda Item Four: Acceptance of the Sworn Statement

Read by Notary Public of Texas/Senior City Secretary Assistant Ann M. Robinson and accepted by Angela West and Efren Arjona.

Agenda Item Five: Administration of the Oath of Offices to newly appointed members.

Administered by Notary Public of Texas/Senior City Secretary Assistant Ann M. Robinson to Angela West and Efren Arjona.

Agenda Item Six: Consideration and action to elect a President, Vice-President, and any other officer vacancies

PEDC RESOLUTION 22-034 – Consideration and action to elect a President, Vice-President, and any other Officer vacancies.

A slate of officers was nominated and elected as follows: **President** – Richard (Rick) Lord; **Vice President** – Salvador Serrano, Jr.; **Secretary** – Ernesto Paredes.

These Officer positions are also to be designated signers for checks if they are not already designated as such.

Marilyn Wilkins made a motion to approve and appoint the slate of officers nominated, seconded by Emilio Carmona. MOTION CARRIED UNANIMOUS.

Agenda Item Seven: Public Comments

No comments made by attendees.

Agenda Item Eight: Approval of Minutes from November 3, 2022

Rick Lord called for a motion to approve the minutes from the meeting held on November 3, 2022.

Ernesto Paredes moved to approve the minutes, seconded by Salvador Serrano, Jr. MOTION CARRIED UNANIMOUS.

Agenda Item Nine: Public Hearing

Public Hearing Opened at 3:22 pm

- a. Consideration to authorize Staff to negotiate and execute an agreement with Freese and Nichols, Inc. for project management, design, bid and construction phase services associated with RGB

lighting system as part of the SH 225 Underpass Lighting Project (CIP# S165) in the amount not to exceed \$43,296.00 from the North Pasadena Redevelopment project account (M008).

- b. Consideration to authorize Staff to negotiate and execute an agreement with Aurora Technical Services, LLC to provide engineering design and bid phase services for the Industrial District Water System Improvements – Phase I Project that includes:
- Pasadena Industrial District 36-in. Transmission Line Phase I in the amount not to exceed \$605,985.00 (W084),
 - Pasadena Industrial District 36-in. Transmission Line Phase II in the amount not to exceed \$599,725.00 (W085),
 - CWA Pump Station Rehabilitation in the amount not to exceed \$641,485.00 (W086),
 - Pasadena Industrial District 20-in. Transmission line in the amount not to exceed \$152,805.00 (W087).

The total contract amount not to exceed \$2,000,000.00 will be funded from the Industrial District Improvements project account (Z006).

Public Hearing closed at 3:24 pm. No comments made by attendees.

Agenda Item Ten: Board Actions - Resolutions

- a. **PEDC RESOLUTION 22-035** – Consideration to approve and adopt a proposed Board Meetings schedule for Calendar Year 2023.

Marilyn Wilkins made a motion to approve, seconded by Salvador Serrano, Jr. that PEDC Resolution 22-035 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 22-036** – Consideration and action to approve a letter of engagement with Husch Blackwell LLP.

Ernesto Paredes made a motion to approve, seconded by Emilio Carmona that PEDC Resolution 22-036 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 22-037** – Consideration to authorize Staff to execute an interlocal agreement with Region 8 Education Service Center for participation in the TIPS, The Interlocal Purchasing System cooperative program.

Marilyn Wilkins made a motion, seconded by Salvador Serrano, Jr. that PEDC Resolution 22-037 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- d. **PEDC RESOLUTION 22-038** - Consideration to authorize Staff to negotiate and execute an agreement with Freese and Nichols, Inc. for project management, design, bid and construction phase services associated with the RGB lighting system as part of the SH 225 Underpass Lighting Project (CIP# S165) in the amount not to exceed \$43,296 from the North Pasadena Redevelopment project account (M008).

Emilio Carmona made a motion, seconded by Salvador Serrano, Jr. that PEDC Resolution 22-038 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- e. **PEDC RESOLUTION 22-039** - Consideration to authorize Staff to negotiate and execute an agreement with Aurora Technical Services, LLC to provide engineering design and bid phase services for the Industrial District Water System Improvements – Phase I Project that includes:

- Pasadena Industrial District 36-in. Transmission Line Phase I in the amount not to exceed \$605,985.00 (W084),
- Pasadena Industrial District 36-in. Transmission Line Phase II in the amount not to exceed \$599,725.00 (W085),
- CWA Pump Station Rehabilitation in the amount not to exceed \$641,485.00 (W086),
- Pasadena Industrial District 20-in. Transmission line in the amount not to exceed \$152,805.00 (W087).

The total contract amount not to exceed \$2,000,000.00 will be funded from the Industrial District Improvements project account (Z006).

Salvador Serrano, Jr. made a motion, seconded by Marilyn Wilkins that PEDC Resolution 22-039 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Eleven: Report by Rick Guerrero, Executive Director

The report was given during the Pre-board meeting.

Agenda Item Twelve: Comments by Board Members

Salvador Serrano, Jr. – He welcomed the two new members and stated that he is looking forward to working together with them. He added that it’s an exciting and gratifying board and that there are a lot of projects coming to fruition. He hopes everyone has a Merry Christmas and Happy New Year!

Marilyn Wilkins – She echoed what Salvador said and joked that he had his head on straight today.

Emilio Carmona – He welcomed the new board members and stated he’s glad to see them getting involved at the City because this is a very important board. He said he appreciates them taking the responsibility. He wished everyone a Merry Christmas and Happy New Year and hopes everyone’s dreams come true next year, because this year is coming to an end!

Ernesto Paredes – He also welcomed the new board members and congratulated Rick on his new role. He added that it is an interesting board and you get to learn a lot about what’s out there as well as the barriers that can help to improve and redevelop our community. He added that if there are any questions that anyone on the board will be happy to help answer.

Efren Arjona – He thanked everyone for the opportunity, stated that he’s spent his whole life here. He’s had plenty of opportunities to leave, but he loves this place. His goal is to grow and learn and he has a vision of making Pasadena one of the greatest cities in Texas.

Angela West – Thanked everyone for welcoming her. She’s excited to be on the board and to get to know everyone and to see where we take Pasadena. She also wished everyone a Merry Christmas.

Rick Lord – He welcomed the new board members and stated he’s looking forward to working together with them. He also wished everyone a Merry Christmas and Happy New Year and congratulated Ernesto on his new role with the board.

Agenda Item Thirteen: Executive Session

****NOTE** 3:31 PM** – At this time, Board VP Rick Lord announced that the Board would be “going behind closed doors” for an Executive Session.

- 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.

Agenda Item Eleven: Reconvene into Regular Session

****NOTE** 3:49 PM** – At this time, Vice 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.
 - There was no deliberation on this item.

Agenda Item Twelve: Adjournment

Board President, Rick Lord called for a motion to adjourn the December 8, 2022 meeting at 3:50 pm. Ernesto Paredes moved, seconded by Salvador Serrano, Jr. MOTION CARRIED UNANIMOUS.