



PASADENA ECONOMIC DEVELOPMENT CORPORATION

Pre-Board Meeting

March 24, 2022, 3:00 p.m.

Minutes

Members present:

Steve Cote, President
Rick Lord, Vice President
Marilyn Wilkins, Treasurer
Salvador Serrano, Jr., Secretary
Emilio Carmona
Ernesto Paredes
Steve Phelps

Members Absent:

Others Present:

Jeff Moore, Brown & Hofmeister, LLP
Carlos Guzman, Pasadena EDC Executive Director
Sheena Salvino, PEDC Redevelopment Manager
Julianne Echavarria, Marketing Manager
Karina Tomlinson, PEDC Assistant Secretary

Call to order:

The Pre-Board meeting for the March 24, 2022 Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board President, Steve Cote.

Steve quickly read through the Agenda items. Carlos added that he has slides to cover all of the Budget items.

Agenda Item Seven: Board Actions – Resolutions

As Steve read through each budget amendment item Carlos provided some detail to support the request.

Carlos stated that he's asking the Board to set aside funds for potential projects to match up with some of the initiatives that have been discussed in previous meetings. He added that he wants to make it clear that all expenditures will require future Board action. Nothing being discussed right now will tie the Board to spend a dollar amount for any specific project.

a) FY 2022 Budget Amendment #1

- (i) Convention Center Facility Improvements: Last year there was some funding approved for roads (Cunningham & Luella) He showed the Board an image from the Master Plan that was done 3 years ago showing the progress. He added there may be some opportunities in the near future to continue this progress. He again added that the Board is not approving any expenditures at this point, just putting the money in the right bucket. He informed the Board that the Convention Center Director was in attendance and could answer any questions as well. *Steve added that one of the key items is that the master plan and feasibility study were just updated and that they will continue to follow it. He let Mike Cade know that when a project or anything is coming to the Board for consideration, they will want him to give a presentation to explain the project and expenditure so that the Board can*

- review and if it fits within the Master Plan they can discuss and come back with a decision. Marilyn asked from a budget standpoint if the funds allocated now are not could they be re-allocated at a later date to which Carlos responded that she is correct. Rick Lord asked to clarify that any item would be brought to the Board for discussion. Carlos stated that what we try to do is present the items at one meeting for a lot of discussion and then bring up for a vote at the following meeting. Rick then asked what is left to complete from the initial plan that was looked at. Mike Cade stated that Luella and Cunningham have been completed, as well as the bottom red line on the Phasing Plan image which is right in front of the rodeo arena. Rick followed up by asking how much more would it take to finish it? Carlos responded that there is so much to do; it's a matter of trying to work with the private sector to see if there is someone interested in doing hotels and some retail. He said there may be some opportunities in the near future and we can be at the table, but that ultimately it will be a public-private partnership. Rick asked how much more roadwork is left to finish that up. Carlos responded that they are almost done and that's what left they don't really want to put too much into infrastructure until they know how the property will develop in order to avoid expenditures to correct things.*
- (ii) Quality of Life Projects: He reminded the Board that the project awarded for the Underpass Lighting Project depleted the funds in this account. The funding being requested is for studies or anything that may need to be done so we don't have to wait until the next fiscal year to get anything started. In addition, we're almost done with the Shaw project and there may be an opportunity to fix up a park to get people to go over there. We don't want to have the roads and area look nice and then have a park that has not been upgraded. Those are the priorities for this funding request.
 - (iii) Vince Bayou/Little Vince Bayou Greenway Trail: Carlos specified that he is speaking specifically on Vince Bayou even though the description of the item expands to Little Vince Bayou. For Vince Bayou we will be going out for matching funds. Through the Precinct 2 Partnership Grant we will be applying for \$2.4M and through the National Parks Grant we are reapplying for \$5M. Last year we applied for the National Parks Grant and were told that we were too early because we had just begun the process. They recommended we come back this year and we would have a better chance. So what we're trying to do is put the money in the right place so we can keep going and not slow down the project. He thinks there is a good opportunity to get the matching funds, and if we don't, we have the money to move forward and look for other sources. He added that there will be an item at next month's meeting and asked Sheena to discuss that a little bit more. Sheena stated that they are through acquisition of the 1st segment. What will be coming up next is moving the design from 30% to completion. They will do the remaining 70% of work for the engineering which means there will be a document to bid out and construction could be started on the first 1.7 miles. We could possibly have shovels in the ground by the end of the year on the 1st segment. We will be applying for funding alongside of that so you'll see the next 2 segments coming online and if we have matching funds for that it will offset us by up to \$7M. She added that there will be a community event soon and that she will be sending out some information on that. Carlos added that every slide presented also includes the Strategic Plan Justification.
 - (iv) Corridor Development Improvements Project: Carlos started by saying that Richey Phase 2 is the one that we have been trying to get bids on for quite a while. After 2 rounds of zero bids, the recommendation from the consultant was to split up the project into 2 projects. We are asking for more money because costs have increased and we also like to have a little bit of money in reserve in case there are studies or other things we need to do for projects.
 - (v) Industrial District Infrastructure Improvements: Carlos stated that the area is experiencing water pressure issues and they are affecting potential expansions. We have already been working to resolve the issue and have been working on the water tower, but that there is a

waterline loop to really fix this problem. He then asked Robin Green, Public Works Director to jump in and provide more information. Robin stated that this is at the end of Bay Area Blvd. Lyondell-Bassell has agreed to sell us the site. In the late 80's is when they built this South East water plant and at the same time Pasadena built a line all the way down Red Bluff but it's a dead end line. In the image shown you can see the red line will loop the water so you will have water going in both directions and full pressure. In the last 5 years water demand has increased 13% in this area, but better than that the revenue has increased 73% so now we're making an additional \$2.3M. He added that the biggest customer, PerOxy Chem is the first firm to decide they will no longer buy water from CWA and treat it, they will buy treated water from Pasadena which they have been doing for a couple years now. He hopes to demonstrate after this line is built, that we can maintain pressure and that will lead to additional customers. Carlos stated this item will be brought for consideration at the next meeting. Steve Cote added that this is a good example of what the Board asks when an item is up for consideration like he had mentioned when the Convention Center budget item was being discussed earlier. Robin was at the meeting and provided detail regarding the project and was available for any questions. *Steve Phelps then asked if the 100 acres was zoned to the Industrial District with the deed restrictions. Robin responded that there is no zoning, but there is some limitations but nothing that would impact the kind of stuff we do. Steve Phelps then asked if they could do anything there to which Robin said yes.*

- b) IMPACT Pasadena: Carlos stated that this program comes directly from the Strategic Plan and that we have been doing this for several years and it has been very successful. He provided some numbers on the presentation and added that one of the EDC Board members is an alumni. Cristina Womack, Chamber President added that she brought everyone a copy of the curriculum and Bios of the 15 candidates of this year's class. She added that the next project will be launched in April as a result of last 2 years classes working together. Emilio asked if the 9 items on the proposal were new; Carlos responded that they have always been in place. Cristina also informed the Board that they have formed a 501c3 for continued development of leadership programs for professional development and future student engagement. An Alumni Steering Committee has been established for program implementation as well. They will recruit for the 2023 class this summer and take the whole group to Austin next year. Port Houston is finally opening back up their Sam Houston Boat Tour so they will be inviting everyone to come and do a reception with alumni and mentors. *Salvador added that it is an amazing program. He was part of the first class and stated that the program is cultivating leaders for future generations to come. He said it's always good to see new blood continuing the legacy in Pasadena and the diversity in industries as well as cultures is amazing. H*
- c) *e stated that it gets you out of your comfort zone and makes you ask questions of yourself that get you thinking. Steve Cote added that it exposes you to different circumstances. You come to an EDC meeting, a Council meeting and learn all about the associations and groups, and learn about government at a local and state level.*

Pre-board meeting adjourned at 3:23 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION
Board Meeting
March 24, 2022, 3:23 p.m.
Minutes

Agenda Item One: Call to order

The Board meeting on March 24, 2022 for Pasadena Economic Development Corporation was called to order at 3:23 pm by Board President, Steve Cote.

Agenda Item Two: Invocation

Invocation given by Salvador Serrano, Board Secretary.

Agenda Item Three: Pledges

Pledges led by Rick Lord, Board VP.

Agenda Item Four: Public Comments

- No comments made by those in attendance.

Agenda Item Five: Approval of Minutes

Steve Cote called for a motion to approve the minutes from the meeting held on February 24, 2022. Ernesto Paredes moved to approve the minutes seconded by Rick Lord. MOTION CARRIED UNANIMOUS.

Agenda Item Six: Public Hearing

Public Hearing Opened at 3:24 pm

- a. Consideration to approve an Amendment to the Annual Budget for the Fiscal Year 2022 to include:
 - i. Funding additional \$9,500,000.00 for Convention Center Facility Improvements (M025). Funds may be used for all costs associated with the planning, design/engineering, and construction of public infrastructure in and around the Convention Center complex, and other related improvements that enhance any of the items described by Sections 501.103 and 505.152, Local Government Code.
 - ii. Funding additional \$500,000.00 for Quality of Life Projects (R051). Funds may be used for all costs associated with land, buildings, equipment, facilities, and improvements found by the board of directors to be required or suitable for use for public park purposes, including parks and park facilities, open space improvements, exhibition facilities, related automobile parking facilities, and related roads, streets, and water and sewer facilities, and other related improvements that enhance any of the items described by Sections 501.103 and 505.152, Local Government Code.
 - iii. Funding \$5,000,000.00 for Vince Bayou/Little Vince Bayou Greenway Trail (R066). Funds may be used for all costs associated with the planning, land acquisition, design/engineering, outreach/marketing/communications, and construction of the Vince and Little Vince Bayou Greenway Trails system and other costs of items described in Section 501.103 Local Government Code.

- iv. Funding additional \$1,000,000.00 for Corridor Development Improvements Project (S113). Funds may be used for all costs associated with infrastructure improvements such as roadways, drainage, utilities, traffic and any other work associated with such improvements, including, without limitation, infrastructure and other costs described by Section 501.103, Local Government Code.
- v. Funding an additional \$2,000,000.00 for Industrial District Infrastructure Improvements (Z006). Funds may be used for all costs associated with infrastructure improvements such as roadways, drainage, utilities, traffic and any other work associated with such improvements, including, without limitation, infrastructure and other costs described by Section 501.103, Local Government Code.

Public Hearing closed at 3:26 pm. No comments made by attendees.

Agenda Item Seven: Board Actions - Resolutions

- a. **PEDC RESOLUTION 22-003** – Consideration to approve an Amendment to the Annual Budget for the Fiscal Year 2022 to include:
 - i. Funding additional \$9,500,000.00 for Convention Center Facility Improvements (M025). Funds may be used for all costs associated with the planning, design/engineering, and construction of public infrastructure in and around the Convention Center complex, and other related improvements that enhance any of the items described by Sections 501.103 and 505.152, Local Government Code.
 - ii. Funding additional \$500,000.00 for Quality of Life Projects (R051). Funds may be used for all costs associated with land, buildings, equipment, facilities, and improvements found by the board of directors to be required or suitable for use for public park purposes, including parks and park facilities, open space improvements, exhibition facilities, related automobile parking facilities, and related roads, streets, and water and sewer facilities, and other related improvements that enhance any of the items described by Sections 501.103 and 505.152, Local Government Code.
 - iii. Funding \$5,000,000.00 for Vince Bayou/Little Vince Bayou Greenway Trail (R066). Funds may be used for all costs associated with the planning, land acquisition, design/engineering, outreach/marketing/communications, and construction of the Vince and Little Vince Bayou Greenway Trails system and other costs of items described in Section 501.103 Local Government Code.
 - iv. Funding additional \$1,000,000.00 for Corridor Development Improvements Project (S113). Funds may be used for all costs associated with infrastructure improvements such as roadways, drainage, utilities, traffic and any other work associated with such improvements, including, without limitation, infrastructure and other costs described by Section 501.103, Local Government Code.
 - v. Funding an additional \$2,000,000.00 for Industrial District Infrastructure Improvements (Z006). Funds may be used for all costs associated with infrastructure improvements such as roadways, drainage, utilities, traffic and any other work associated with such improvements, including, without limitation, infrastructure and other costs described by Section 501.103, Local Government Code.

Marilyn Wilkins made a motion to approve, seconded by Ernesto Paredes that PEDC Resolution 22-003 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 22-004** – Consideration to authorize Staff to negotiate and execute an agreement with the Pasadena Chamber of Commerce to assist in the continuation of IMPACT Pasadena in the amount of \$25,000.00.

Marilyn Wilkins made a motion, seconded by Ernesto Paredes that PEDC Resolution 22-004 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Eight: Report by Carlos Guzman, Executive Director

Carlos provided a quick update on some of the items that were talked about at the previous meeting. Richey Street – Rebidding project as 2 separate projects (sign relocation & ROW improvements). The new schedule was shown on a slide and the hope is to bring a contract for approval by the Board at the May meeting. Shaw Area Revitalization – Still shooting for a May 7th completion date; no big changes since the last meeting. Pasadena Blvd – Council approved ILA, Harris County approved it on March 22nd. Harris County will be refunding \$1.5M to PEDC for Right of Way acquisition. It is now in the County’s hands, if no delays, project can start construction as early as August (more likely to start in Sept/Oct.) As a reminder, he added that this was split into 2 phases. This will go from 225 to just past Jackson. Brownfields - This is something that Sheena worked on with a firm named Stantec last year to see if we could be awarded grants. We will find out if we get them in May. This does not mean that the property owners are on board, but some of the priority sites include – former Pristine Hospital; the capped landfill owned by the Port Authority; some properties on Shaw as well as on Munger Street. Sheena added that when the application was submitted they had to highlight certain properties and they had to be diverse as well. Greenfield, potential brownfields, undeveloped, developed sites and that is why there are varying types of properties listed. You want to be able to show a diverse field of redevelopment opportunity. This is just a preliminary phase to talk about what priority sites means. Wayfinding Project - Sheena has been working with other departments trying to get the committee together. We will also be working with the community. If everything stays on schedule it will come up for your consideration in June. The next item was the ED Strategic Plan Update and he asked for direction from the board. In the Summer of 2018 it was adopted. A lot of the work was done late 2017/early 2018. Over 80% of the initiatives pertaining to implementation have either been started or been completed. From this we had the Livable Centers Study on the North side. We are going to get another one by the hospital district; Jed with his Parks Master Plan. Carlos recently spoke to the consultant who stated that other EDCs have requested updates due to COVID or they have been so successful implementing and they have asked to reassess what is being done. Carlos asked the consultant how long it would take for an update since they would not be starting from scratch. The consultant stated it would be 4-6 months with an approximate cost of \$100k. He then asked the Board if they wanted to wait another year or have something started in the next couple of months and have new direction by the beginning of the year. *Marilyn stated she did not see an advantage in waiting another year; Rick Lord added that he’d like to see this sooner rather than later. Steve Cote agreed and added that it’s good to get the community back together and to think that was 4 years ago and we’ve been through a pandemic. He’d love to hear from the Port, the Chamber, everybody just talking about what’s their outlook and how were they impacted. What do they want to see from the City and from our perspective in economic development so that we can tie in as everyone is really starting to open back up.* Carlos ended with a quick rundown of upcoming items for consideration that include the Chamber/EDC BRE contract, Vince Bayou Trails, Richey Phase II and the 18-inch waterloop line that Robin talked about earlier.

Agenda Item Nine: Comments by Board Members

Rick Lord – Thanked Carlos and Rick for their help with the Down Syndrome Society that had a nice function last weekend and he thanked them for pointing him in the right direction. He said it turned out nice and everybody was happy so he was very thankful.

Salvador Serrano, Jr. – Stated that everything is looking good and as they move along further and further he thinks things can't get any better, but they do. He thinks they have an amazing team at the EDC and an amazing Board as well.

Marilyn Wilkins – Marilyn agreed with Salvador and added that she loves all the new light poles on Pasadena Blvd!

Emilio Carmona – Stated that everything looks good and that he likes the Quality of Life projects. Added that the money going into the convention center is good.

Ernesto Paredes – Stated that Carlos and Staff managed things well.

Steve Phelps – Great job!

Steve Cote – Remembered that it's been 3 years since former Board Member Randy Drake passed away. Wished the Chamber good luck with IMPACT and thanked Cristina for that. Also wished the Coogs luck tonight in the Sweet 16 against Arizona. Asked for prayers for Ukraine, he has a foreign exchange student staying with the family and she is from Ukraine. She speaks with her family all the time and her father is a pastor at a church over there and they are sheltering people, providing food and driving them. Luckily, they are in the middle of the country so all the fighting at the border isn't impacting them, but they are out there helping people. He shared that there was an incident close to Nina (the foreign exchange student) whose close friend's dad volunteered to fight in the war and was killed. He hopes everything will be okay and that it will end soon. He thanked Staff and the Board for everything that has been done. He is excited about the new Strategic Plan initiative that we'll get into and go from there.

Agenda Item Ten: Executive Session

****NOTE** 3:40 PM** – At this time, Board President Steve 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 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.
- c. Convene in executive session pursuant to Section 551.087, Texas Government Code to deliberate regarding economic development incentives – Project #2201.
- d. Convene in executive session pursuant to Section 551.087, Texas Government Code to deliberate regarding economic development incentives – Project #2202.
- e. Convene in executive session pursuant to Section 551.074, Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, or duties – discussion of economic development staff.

Agenda Item Eleven: Reconvene into Regular Session

****NOTE** 4:41 PM** – At this time, President Steve Cote 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 negotiations for Business Attraction/Retention Projects.

- b. Deliberation regarding real property – Project #2002.
 - c. Deliberation regarding economic development incentives – Project #2201.
 - d. Deliberation regarding economic development initiatives – Project #2202.
- *There was no action taken on any of the items listed above.*

Agenda Item Twelve: Adjournment

Board President, Steve Cote called for a motion to adjourn the March 24, 2022 meeting at 4:41 pm. Ernesto Paredes moved, seconded by Rick Lord. MOTION CARRIED UNANIMOUS.