



PASADENA ECONOMIC DEVELOPMENT CORPORATION

Pre-Board Meeting

Conducted via Zoom Meeting

June 24, 2021, 3:00 p.m.

Minutes

Members present:

Marilyn Wilkins, Treasurer
Emilio Carmona, Secretary
Ernesto Paredes
Steve Phelps
Salvador Serrano, Jr.

Members Absent:

Steve Cote, President
Rick Lord, Vice President

Others Present:

Jeff Moore, Brown & Hofmeister, LLP
Carlos Guzman, Pasadena EDC Executive Director
Rick Guerrero, Pasadena EDC Manager
Suzette McDowell, Pasadena EDC Marketing Manager
Karina Tomlinson, Assistant Secretary to PEDC Board

Call to order:

The Pre-Board meeting for the May 27, 2021 Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board Treasurer, Marilyn Wilkins.

Agenda Item Four: Public Hearing

Carlos informed the Board that there are 7 items up for vote on the agenda and 4 of them require a public hearing. He stated his quick presentation will go over 4 of the items. The first item he discussed was the budget. He reviewed the numbers provided at the previous meeting. Staff is recommending over \$10M in new projects with a strong focus on North Pasadena. He summarized and reviewed the Key Corridors and Quality of Life projects that were presented at the May meeting as well. He reiterated that the focus is really on implementation and specifically the recommendations from the Livable Centers study. He stated in the next couple of months he would be coming to the board regarding some recommendations for the Vince Bayou Greenway Trail. He recapped that the Operating Budget has limited changes, for CIP there will be \$10M+ in requests and this will allow the EDC to fully implement ED Strategic Plan and Livable Centers.

The next item covered is the Business Enhancement Program. The applicant is Blessed Dental. He stated that priority is given to businesses in Historic Pasadena, the second tier is for major corridors identified in the Strategic Plan. Fairmont Parkway is one of those corridors. For this applicant there will be new signage and repainting of ADA parking spots. The justification is that it meets with the goals and priorities of the program, the location, key/highly visible components are being upgraded. Noteworthy is that it is a long standing business with 36% local workforce and is one of the PEDC target industries – healthcare. He then provided a visual of the before and after of the sign they are replacing. Steve Phelps asked if the word is getting out on the enhancement program. Carlos stated that the word is

getting out and that Rick is also meeting with small businesses on the north side and promoting the program.

The next item was regarding Shaw Avenue improvements. One of the things that the EDC wanted to do to encourage the redevelopment is bring amenities and other enhancements. Sheena has been working very closely with Clark Condon in order to accomplish this. The idea is not only to build a road, but also to make it more of a business center where people want to open up a business. Mary with Clark Condon then provided some details regarding the scope of the project. These were to include sidewalks, planting and site furniture. So there are bike racks, benches and trash receptacles. In addition to that there is pedestrian street lighting distributed along the street between the 2 park spaces.

The last item is for the Drainage Impact Analysis of the Convention Center area. Robin Green was then asked to provide some detail regarding the project. He said the company will be looking at the entire 265 acre tract. He's going to assume that it's all concrete. In the future if someone wants to do something there, there will already be a study for anything they want to do in that area. The benefit of IDS is that they have a contract with Harris County Flood Control District so he's modeling all of Armand Bayou and a little piece of it is through the Convention Center so we are getting the benefit of Harris County paying for part of the study. *Marilyn asked if the end result of the study would be that they have recommendations for land use or that they would have recommendations for water handling.* Robin responded that they would not be making recommendations for land use, but they will be saying you can have any land use or build 12 story buildings across the whole site and their drainage plan will still be approved by Flood Control and Corp of Engineers. Basically you can have any land plan and this study will cover it. Carlos added that Harris County is considering making improvements on Fairmont so if we already have this done we can tap in and leverage their investment. Instead of like Pasadena Blvd. where we were trying to see where we fit in at the end, we can get ahead of them regarding what we want.

Pre-board meeting adjourned at 3:16 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION
Board Meeting
Conducted via Zoom Meeting
June 24, 2021, 3:16 p.m.
Minutes

Agenda Item One: Call to order

The Board meeting on June 24, 2021 for Pasadena Economic Development Corporation was called to order at 3:16 pm by Board Treasurer, Marilyn Wilkins.

Agenda Item Two: Public Comments

No public comments made by attendees.

Agenda Item Three: Approval of Minutes

Marilyn Wilkins called for a motion to approve the minutes from the meeting held on May 27, 2021. Salvador Serrano, Jr. moved to approve the minutes seconded by Steve Phelps, MOTION CARRIED UNANIMOUS.

Agenda Item Four: Public Hearing

Public Hearing opened at 3:17 pm. Items were read aloud and Carlos Guzman asked for comment 3 times.

- a. Consideration to approve and adopt the Proposed FY 2022 Operating and CIP Budgets.
- b. Business Enhancement Program application filed by Robert Stewart Partnership LLP, at location Blessed Dental Pasadena, 3606 Fairmont Pkwy., Pasadena, TX 77504, for exterior improvements in the amount of \$19,011.41.
- c. Millis Development and Construction for pedestrian improvements for the Shaw Avenue Reconstruction Project (CIP# S107) in the amount of \$1,413,364.07.
- d. Agreement with IDS Engineering Group for a drainage impact analysis at the Convention Center site in the amount of \$295,000.00. (CIP# M026).

Public Hearing closed at 3:18 pm with no comments from those in attendance.

Agenda Item Five: Board Actions - Resolutions

- a. **PEDC RESOLUTION 21-021** – Consideration to approve and adopt the Proposed FY 2022 Program of Work for Fiscal Year 2022.

Salvador Serrano, Jr. made a motion to approve, seconded by Emilio Carmona that PEDC Resolution 21-021 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 21-022** – Consideration to approve and adopt the Proposed FY 2022 Operating and CIP Budgets.

Emilio Carmona made a motion to approve, seconded by Steve Phelps that PEDC Resolution 21-022 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 21-023** – Consideration to authorize Staff to negotiate and execute a contract with the Pasadena Chamber of Commerce for sponsorship of the 2022 IMPACT Pasadena Program in the amount of \$25,000.00.

Ernesto Paredes made a motion to approve, seconded by Steve Phelps that PEDC Resolution 21-023, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- d. **PEDC RESOLUTION 21-024** – Consideration to authorize Staff to take all appropriate action on a business Enhancement Program application filed by Robert Stewart Partnership LLP, at location Blessed Dental Pasadena, 3606 Fairmont Pkwy., Pasadena, TX 77504, for exterior improvements in the amount of \$19,011.41.

Emilio Carmona made a motion to approve, seconded by Steve Phelps that PEDC Resolution 21-024, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- e. **PEDC RESOLUTION 21-025** – Consideration to authorize Staff to negotiate and execute a contract with Millis Development and Construction for pedestrian improvements for the Shaw Avenue Reconstruction Project (CIP# S107) in the amount of \$1,413,364.07 from the Corridor Development Project Account (S113.)

Ernesto Paredes made a motion to approve, seconded by Salvador Serrano, Jr. that PEDC Resolution 21-025, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- f. **PEDC RESOLUTION 21-026** – Consideration of resolution authorizing Staff to accept funds from Russell Glen, LLC in the amount not to exceed \$45,000.00.

Salvador Serrano, Jr. made a motion to approve, seconded by Ernesto Paredes that PEDC Resolution 21-026, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- g. **PEDC RESOLUTION 21-027** – Consideration to authorize Staff to negotiate and execute an agreement with IDS Engineering Group for a drainage impact analysis at the Convention Center site in the amount of \$295,000.00. (CIP# M026)

Steve Phelps made a motion to approve, seconded by Emilio Carmona that PEDC Resolution 21-027, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Six: Report by Carlos Guzman, Executive Director

Carlos reminded the board that there would be a break in July and we will be back in August. He expects to bring a lot of projects for approval in the next 3 months with Shaw, possibly Pasadena Blvd. and Richey.

Agenda Item Seven: Comments by Board Members

Salvador Serrano, Jr. – Stated that he was excited about all of the projects and congratulated the team on doing an awesome job. Hopes everyone enjoys the month off from the board meeting.

Emilio Carmona – Told Marilyn she did a great job running the meeting.

Steve Phelps – Also added that Marilyn did a great job. He wished everyone a great summer and happy 4th of July.

Ernesto Paredes – Congratulated Marilyn on doing a great job.

Marilyn Wilkins – No comments made.

Agenda Item Eight: 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 551.072 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 Nine: Reconvene into Regular Session

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.

Agenda Item Ten: Adjournment

Board Treasurer, Marilyn Wilkins called for a motion to adjourn the June 24, 2021 meeting at 3:29 pm. Ernesto Paredes moved, seconded by Emilio Carmona. MOTION CARRIED UNANIMOUS.