

CITY OF FREEPORT
ECONOMIC DEVELOPMENT CORPORATION
200 West 2nd Street, Freeport, Texas 77541

STATE OF TEXAS)
)
COUNTY OF BRAZORIA)
)
CITY OF FREEPORT)
)

BE IT REMEMBERED that the Economic Development Corporation of the City of Freeport met in regular session Tuesday, October 2, 2018 at 6:00 pm in the City Hall Conference Room, located at 200 West 2nd Street, Freeport, TX, for the purpose of considering the agenda items.

MEMBERS OF THE BOARD PRESENT: Quorum Present

Trey Sullivan - President
Jeff Pena
Brad Stephens
Mingo Marquez
Ed Garcia

Jennifer Hawkins: Director
Chris Duncan: Attorney
Angel Barbosa: Intern
Kenneth Green: Council Liaison

Visitors in Attendance:

Wright Gore
Mr. Matamores

1. OPEN SESSION:

President Sullivan opened the meeting at 6:16 PM. Quorum was present.

2. Citizens Comments:

None

3. Approval of Minutes for September 11, 2018.

Upon motion by Director Marquez and second by Director Garcia it was VOTED: to accept Minutes from September 11 meeting with the corrected date of September 11th, 2018.

VOTE: Yea 4 No 0 Motion prevailed.

4. Presentation by Freeport Museum Director, LeAnn Strahan for Nutcracker Market to be held in December.

Ms. Strahan advised the board of the proposed Christmas celebration entitled “Nutcracker Market” to be held in downtown Freeport that would include a \$10 dinner, vendors, musical entertainment and a snow hill for children. The event would take place from noon until 8:00 pm. Ms. Strahan is looking for sponsorships primarily for the children’s snow hill. No decision was made by the board.

5. Review of property owned by FEDC.

Director Hawkins gave all board members an 11x17 map highlighting all EDC owned properties including: 9.45 acres on Brazos River, 318. W. 2nd St., lots owned on Skinner Street and 2 lots on Avenue M and 2 on Avenue N recently purchased from Urban Renewal. Director Garcia requested an outcome of the LJA Engineering drawings for River Front and Downtown be placed on an upcoming agenda. All development proposals for FEDC regarding any currently owned FEDC property will be considered after the survey’s and appraisals have been completed.

6. Discussion and Consideration of sponsoring a TAN (Take Action Now) event for LIFT FUND.

Director Hawkins informed the board of LIFT FUND’s requirements for a TAN meeting to assist small businesses that suffered losses during hurricane Harvey with loans. A minimum of 15 people in attendance is desired but not absolutely necessary for a TAN event. Each participant must be supplied with a computer as LIFT FUND assists with the loan application during a TAN event. Director Hawkins agreed to try and

locate a place that would accommodate these requirements. Director Garcia suggested the library or possibly the high school.

7. Discussion and Consideration of Executive Director's job

description: Director Pena suggested that Director Hawkins itemize her current responsibilities including oversight. Attorney Duncan reiterated that FEDC is separate from the City and oversight should come from board member(s); and all board members are responsible for yearly goal setting. Director Hawkins expressed the need for bi-monthly meetings. President Sullivan stated this would be best accomplished after the holiday season. Director Pena suggested FEDC meet again on Oct. 16th to continue with FEDC's project ideas accompanied by a Power Point presentation by him reflecting his matrix for assisting FEDC in the project decision project. The job description for Executive Director will continue at next meeting. Upon a motion by Director Stephens and a second from Directorl Garcia,

IT WAS VOTED:

Yea 4 No 0

To meet on October 16th to continue with project ideas and selection process, and finalize Executive Director's job decision.

8. Discussion of debt service payments for fiscal 2018-2019.

Director Hawkins reinforced the urgency to repay the city \$120,000 for short falls in 2017 and 2018 for Southside bank payment. She stated the final payment of \$203,815.80 is due October 24, 2018. Mr. Welch has suggested that FEDC keep \$30,000 in bank account for operating expenses. Whatever the shortfall amount is when SSB payment is due, FEDC will attain from the city the necessary funds to meet our obligation plus \$30,000 for operating expenses, not to exceed \$60,000. Director Hawkins went on to say that FEDC should start to pay the city back in November at the rate of \$11,000 per month for 12 months for a total of \$120,000.

9. Director's Report: Director Hawkins announced that Jason Travis was resigning from FEDC. A replacement must be found. Council will announce the vacancy during Monday Oct. 11th meeting.

Director Pena asked if a board member could lobby directly to council for a particular candidate. Attorney Duncan said this is permissible. Director high-lighted her recent participation in HGAC's conference, "The Future of Retail." Points for Freeport to take into consideration: services cannot be purchased online – haircuts, auto repair, massage and nail salons, etc. More retail spaces are mixing products and services to create more foot traffic. Lucy Goose Market (women's clothing boutique, antiques, etc.) and Roc's American Diner in downtown Freeport is a great example. There will be more business combos like this in the future. Consumers want novelty and experience with retail purchases (bookstore with a pub, coffee shop, etc.).

10. Intern Angel Barbosa shared he is researching grants that fit the Freeport demographic and fall in line with FEDC's goals. As per a previous discussion at FEDC, Attorney Duncan said 'Communities in Schools' had an excellent grant writer. Mr. Barbosa will contact her for advice.

11. Payment of bills: Director Hawkins stated she felt no payments were urgent and should be considered only after the October note to Southside Bank is paid.

OPEN SESSION CLOSED at 7:45 pm.

EXECUTIVE SESSION OPENED at 7:45 pm.

EXECUTIVE SESSION CLOSED AT 8:54 pm

OPEN SESSION REOPENED at 8:55 pm.

Action taken as a result of executive session: IT WAS VOTED

Yea 4 No 0

Upon a motion by Director Stephens and second by Director Pena, to allow the Matamores case to go to jury.

Meeting adjourned: 9:02 pm

Respectfully submitted,

Jennifer Hawkins

Jennifer Hawkins
Executive Director