

**CITY OF FREEPORT**  
**ECONOMIC DEVELOPMENT CORPORATION**  
200 West 2<sup>nd</sup> Street, Freeport, Texas 77541

**MINUTES**

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

BE IT REMEMBERED that the Economic Development Corporation of the City of Freeport met on Tuesday, March 12, 2019 at 6:00 pm in the City Hall Conference Room, located at 200 West 2<sup>nd</sup> Street, Freeport, TX, for the purpose of considering the agenda items.

**MEMBERS OF THE BOARD PRESENT:**    Quorum Present

Trey Sullivan – President  
Mark Fruidentberg – Vice President  
Ed Garcia  
Lesa Girouard  
Mingo Marquez  
Marinell Music

Tim Kelty: City Manager  
Stephanie Russell: City Finance Director  
Chris Duncan: Attorney  
Kenneth Green: City Council Liaison

**Visitors in Attendance:**

Nat Hickey  
Melanie Oldham  
David Towers  
Ruben Renobato  
Bob Koole

**1. OPEN SESSION:**

President Sullivan opened the meeting at 6:05 p.m.. A quorum was present. Sullivan, Fruidenberg, Garcia, Girouard, Marquez, Music.

Mr. Sullivan introduced Ms. Stephanie Russell, the new Finance Director for City of Freeport.

**2. Approval of Minutes from February 27, 2019:**

**MOTION** made by Mr. Garcia, to accept the minutes with correction regarding title of Ms. Girouard, Seconded by Ms. Music.

Motion **PASSED** unanimously.

**3. Citizens Comments:**

President Sullivan announced the opportunity for any visitors present to address the board.

Mr. Bob Koole introduced himself. He stated that has heard about the work of the EDC and wanted to be involved to attend meetings and keep up to date with EDC actions.

**4. CATALYST COMMERCIAL PRESENTATION**

Mr. Sullivan provided background about Jason Claunch and Catalyst. A conference call was initiated with Mr. Claunch and he provided a summary of his review of local resources and goals. Mr. Claunch responded to questions from board members.

**5. BUDGET DISCUSSION**

Mr. Kelty discussed the budget format used in the past, and pointed out that the budget documents are difficult to use as an effective reference. Ms. Russell pointed out that some budget notes are difficult to understand. Ms. Russell pointed out that best

practices should be followed to include projected income information. Ms. Music asked about identifying grants and other funds. It was noted that there are such grants and that the EDC intern started that investigation last year. Mr. Sullivan stated that he, together with Mr. Kelty, Ms. Russell, Mr. Sullivan, will put together a new format budget with the prior established numbers and bring it to the board at the next meeting for further consideration of a budget amendment.

**6. ICSC ANNUAL CONFERENCE**

Mr. Kelty pointed out the benefits of attending the ICSC annual conference and recommended attendance by board members in addition to city personnel. Attendance is about \$600 per person plus travel and accommodations. Board members were instructed to let Mr. Kelty know by March 19, 2019 if any board member wishes to attend.

**7. MEMBERSHIP WITH TEDC**

Mr. Kelty discussed the benefits of joining the Texas Economic Development Council. Cost is \$500 per year. Mr. Kelty will follow through with making it happen.

**MOTION** by Mr. Marquez to authorize Mr. Kelty to take action to have Freeport EDC join the Texas Economic Development Council. Second by Mr. Garcia.

Motion **PASSED** unanimously.

**8. OPEN MEETINGS TRAINING AND CERTIFICATION**

Mr. Duncan suggested the entire board view the AG video together and obtain certification. There was discussion to invite Council and other city boards to attend also. Mr. Duncan will contact members and determine the best date of availability.

**9. EDC BI-ANNUAL TRAINING AND CERTIFICATION**

Discuss and agree to review classes and determine attendees.

Mr. Sullivan invited Ken Green, Stephanie Russell and Tim Kelty to attend Executive Session.

**OPEN SESSION** closed at 7:55 p.m.

**EXECUTIVE SESSION**

Mr. Sullivan called to order Executive Session at 7:56 p.m. to consider:

2018-1

2018-1A

2019-5

End **EXECUTIVE SESSION** at 8:25 p.m.

**OPEN SESSION** reopened at 8:26 p.m.

**NO ACTION TAKEN**

**MOTION TO ADJOURN**

Motion Mr. Marquez, Second by Mr. Garcia,

Motion **PASSED** unanimously.

**Christopher Duncan**  
Corporation Attorney

