

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

MEETING 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, January 11, 2022 at 6:00 p.m. in the Freeport Police Department Municipal Court Room, located at 430 North Brazosport, Freeport, TX, for the purpose of considering the agenda items.

FEDC BOARD MEMBERS: Quorum Present

Directors:

Mingo Marquez	President	
Josh Mitchell	Vice-President	
David McGinty	Secretary	Absent
Jeff Pena	Treasurer	Absent
Shonda Marshall		
Melanie Oldham		
Sandra Loeza		

Tim Kelty: City Manager

Chris Duncan: Attorney

Jerry Cain: Council Liaison

Visitors in Attendance:

Troy Brimage
Sabrina Brimage

I. Call to Order

Mingo Marquez called the meeting to order at 6:09 PM. A quorum was present: Mingo Marquez, Josh Mitchell, Shonda Marshall, Melanie Oldham, and Sandra Loeza. David McGinty and Jeff Pena were absent.

II. Invocation and Pledge

Shonda Marshall led the Invocation and Sandra Loeza led the pledge.

III. Citizens Comments

There were no citizen comments.

IV. Consent Agenda

- 1. Approve Meeting Minutes for December 14, 2021**
- 2. Approve December 2021 Financial Statement**
- 3. Approve Invoices**

Josh Mitchell made a motion to approve all consent agenda items. Sandra Loeza seconded. **MOTION PASSED** unanimously.

V. Presentation

1. Jim Maddox

Jim Maddox gave a presentation to the board regarding a potential housing development. Jim Maddox said the problem in Freeport is there are plenty of employers, plenty of people willing to live in Freeport, but not enough housing so they are having to leave and go to neighboring cities such as Lake Jackson.

Melanie Oldham said she would like the board to have a discussion over the 40-foot lots.

Jim Maddox said this was the request of the builder.

Sandra Loeza asked the cost of the homes and the square footage.

Jim Maddox responded the homes would be 1500-2000 square feet and cost \$100,000-200,000. Jim Maddox said it is his suggestion to start with 100 homes in this range and then discuss with realtors if the board should build additional homes in the \$300,000 range if there is a need.

Sandra Loeza asked if there was any discussion on 30-foot lots. Sandra Loeza said these seem pretty small.

Jim Maddox responded that it could be done but yes, they would be small and it does not make them very attractive homes.

Melanie said the subcommittee met and had agreed 30-foot lots would be too small.

Jim Maddox said he also does not have a builder for 30-foot lots

Mingo Marquez said the board had decided on smaller lot to maximize the number of homes that could be available.

Chris Duncan said this proposal is actually better than the previous.

Jim Maddox said that if the board can agree tonight, he can get to work on a site plan and find the owners of the last few lots left to see if they will sell. Jim Maddox said he would front the cost and agree on a reimbursement of some sort. Jim Maddox said a 380 agreement or possibly a PID

Lee, Jim Maddox's partner, said David McGinty provided the most optimal solution-setting up a PID & TIRZ under Ch.311. Lee said the goal is not to just throw a bunch of homes quick. It is his plan to develop Freeport and provide a lasting development that will contribute to the city's growth.

Mingo Marquez asked if Jim Maddox had any samples of what the houses might look like.

Jim Maddox responded he did not have these available tonight but if the plan is to offer 100 homes, they would work off of 4 models. Jim Maddox said he could provide these to the board and they are more than welcome to provide input. Jim Maddox said the 35 acres the old school is on near down town would be another optimal site to build a housing development.

Sandra Loeza asked what factors determine which builder they will use.

Jim Maddox said First America is the most aggressive at the moment but it would depend on who gave the best offer.

Mingo Marquez said he would like to keep meeting but wants to see samples of the homes and would like the EDC to provide input on the development.

Jim Maddox asked the board make a list of questions and comments and continue to use David McGinty as the point of contact.

Mingo Marquez thanked Jim Maddox for his time.

VI. Discussion & Action Items

1. Discussion and possible action on Investment Policy – Cathy

Cathy Ezelle told the board this Investment Policy was discussed at the last meeting. Cathy Ezelle said she took the City of Freeport's policy and tailored it to fit the EDC. Cathy Ezelle said this policy is in compliance with state laws.

Sandra Loeza asked if there would be any training involved for the investment officers.

Cathy Ezelle responded to Sandra Loeza that a six-hour course was required by law and could be taken online or in person and must be completed within twelve months and again every two years.

Melanie Oldham asked what the general duties of an investment officer are.

Cathy Ezelle said the duties of the Investment Officers are to ensure the funds of the EDC are kept in compliance with the investment policy and state laws and to provide quarterly investments reports in which both officers are required to sign off on. Cathy Ezelle told Sandra Loeza she could forward the form the city uses.

Melanie Oldham made a motion to approve and adopt the Investment Policy provided by Cathy Ezelle. Josh Mitchell seconded. **MOTION PASSED** unanimously.

2. Discussion and possible action on Way Signage -David

Mingo Marquez asked the EDC Assistant, Kaytee Ellis to inform the board on any updates to this item since David McGinty is absent out of town working.

Kaytee Ellis said there was a quote provided by Arts signs, but David McGinty has also met with Coastal Signs and is waiting on a quote to be provided from them before presenting to the board.

3. Discussion and possible action on Subcommittee Assignments -Mingo/Josh

Mingo Marquez made the following changes to subcommittee Assignments:

EDC Office & Visitor Center Committee: Melanie Oldham as Chairperson, Sandra Loeza, and David McGinty.

Budget Committee: Jeff Pena as Chairperson, Josh Mitchell, and Sandra Loeza

Training Committee: Shonda Marshall as Chairperson, Sandra Loeza, and Josh Mitchell

Riverfront Committee: Josh Mitchell as Chairperson, Jeff Pena, and Mingo Marquez

Mingo Marquez said he would also be adding an alternate to each committee after he gets an opportunity to talk to the board members.

4. Discussion and possible action on PopBox Application -Mingo

Mingo Marquez said the PopBox Committee has met and would like to recommend Justin Dupree to fill the PopBox.

Justin Dupree gave his promotional materials to the board. Justin Dupree said he will offer river and beach rentals and lessons. He will have surfboards, kayaks, and bikes for rent.

Mingo Marquez said Justin plans to offer dolphin tours once he is established.

Justin Dupree said he would offer river cruises as well.

Sandra Loeza asked how many employees would have and his ideal location for the pop box.

Justin Dupree responded it is just him for now and his ideal location is the splash pad area by the boat ramp.

Sandra Loeza asked Justin Dupree how much his business is insured for.

Justin Dupree said he is not insured and according to the City, he would just need guests to sign waivers.

Chris Duncan said he would look into this more.

Sandra Loeza said she loves this plan, but wants to make sure Justin Dupree and the EDC are covered in case of an accident.

Josh Mitchell asked how long he would like to occupy the PopBox.

Just Dupree answered one year.

Mingo Marquez said Justin Dupree would also be obtaining a Freeport Sales Tax License and is already an established business with his own equipment.

Justin Dupree said he could set up as soon as tomorrow.

Shonda Marshall asked Justin Dupree how he advertises,

Justin Dupree answered he advertises through Google and social media.

Mingo Marquez made a motion to rent the PopBox to Justin Dupree with Explore More. Melanie Oldham seconded. **MOTION PASSED** unanimously.

5. Discussion and possible action Mardi Gras Festival Sponsorship -David/LeAnn

LeAnn Strahan informed the board of her plans for the first annual Mardi Gras festival. The festival would include a Parade, gumbo cook off, and live entertainment. LeAnn Strahan said she would like the EDC to sponsor a float and join the parade. LeAnn Strahan said she would like to ask the EDC to sponsor the festival as well and provide funds for the entertainment and the prizes for the cookoff. LeAnn is asking the EDC to sponsor in the amount of \$3500.

Sandra Loeza asked if the cakes would really cost \$500.

LeAnn answered this was a high amount but the cakes are not cheap and it would depend on how many participants there were.

Mingo Marquez asked what the strolling performers would be.

LeAnn responded this would be stilt walkers or jugglers, thing of this nature.

Shonda Marshall asked if it could be possible to add a market, this was the EDC would be contributing to help local businesses. Shonda Marshall said she would like to see local business be able to come sell some of their items at the festival.

LeAnn Strahan said she was not planning on including a market but does not mind adding it.

Shonda Marshall said as a part of the EDC she would like to see a showcase of local businesses and get them some representation.

Sandra Loeza asked if she had adequate time to plan a market.

LeAnn Strahan responded they had six weeks and still some time to plan. LeAnn said the parade is still being planned but her hopes are to start at St. Mary's church and run down 2nd street and ending downtown.

Mingo Marquez questioned the \$650 allotment for a tent and asked the cost to purchase a tent versus renting.

LeAnn Strahan said the issue is a limited staff and she does not have the manpower to set it up or the available space to store a tent.

Mingo Marques questioned the line item for beads, coins and balloons. Mingo Marquez asked if this would be for the entire parade or what it was for,

LeAnne said this would be for the festival and the floats would still need to provide their own to throw out.

Sandra Loeza made a motion to approve the \$3500 sponsorship for the Mardi Gras Festival. Josh Mitchell seconded. **MOTION PASSED** unanimously.

- 6. Discussion and possible action on EDC float in the Mardi Gras Parade -David/Josh**
Sandra Loeza made a motion for the EDC to participate in the parade with a float budget of \$1000 and create a parade committee. Josh Mitchell seconded. **MOTION PASSED** unanimously.

Mingo Marquez assigned the parade committee with Josh Mitchell as chairman, Sandra Loeza, and Melanie Oldham.

Chris Duncan said he has a trailer the EDC could use if needed.

- 7. Discussion and possible action on EDC float in the MLK Parade -Josh**
Josh Mitchell said he would like to pass on this agenda item since there is not adequate time to prepare a float but would like to keep this in mind for the future.

- 8. Discussion and possible action on Prospector Zoom Renewal -Melanie**
Melanie Oldham said the property locator is no longer on the website. Melanie said this tool was very helpful and she often referred to it to see available properties in Freeport.

Mingo Marquez called Jeff Pena.

Jeff Pena said the board had voted to not include Zoom Prospector in the budget as it was a low use and underutilized software. Jeff Pena said the website could get ten times the exposure for around \$100 a month with Loop Net.

Mingo Marquez said this would be considered marketing and the marketing committee will meet and discuss this further.

VII. Subcommittee Updates

Mingo Marques said the PopBox committee is excited about the rental and happy with the interest the PopBox has received.

VIII. Board Comments

- 1. President Mingo Marquez:**

Mingo Marquez thanked the board for their time. Mingo Marquez said a lot o hours are being put in and the EDC has a lot of irons in the fire. Mingo is happy to see projects being approved by City Council and is happy the EDC can do more.

2. Vice President Josh Mitchell:

Josh Mitchell said to please stay safe and clean. Josh Mitchell reminded everyone to continue to wash their hands and help prevent the spread of covid. Josh Mitchell said he would also like to thank those individuals watching online via Troy Brimage’s Facebook stream.

3. Secretary David McGinty:

absent

4. Treasurer Jeff Pena:

absent

5. Shonda Marshall:

Shonda Marshall said she wanted to thank everyone who sent their condolences about her father’s passing. Shonda said she is excited for the waterfront activities the PopBox will offer. Shonda said she would also like to make sure that city events especially those sponsored by the EDC are being advertised. Shonda Marshall said she is excited about the upcoming things in Freeport and is happy to be a part of it.

6. Melanie Oldham:

Melanie Oldham said she is excited for the PopBox.

7. Sandra Loeza:

Sandra Loeza said she would just like to say the agenda binders are very helpful and she hopes the board will get out and support the MLK Parade.

IX. Executive Session- Adjourn into Executive Session

Executive Session Disclosure Statement: The FEDC Board of Directors reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

It is now 8:03 p.m. and I hereby recess the regular session of the Freeport Economic Development Corporation January 11, 2022 meeting and do hereby convene an executive session, said executive session authorized under the following sections of the Texas 551.071 (Consultation with Attorney.)

In Accordance with the Texas Government Code:

Section 551.087 (Economic and community development matters),551.072 (Deliberations about Real Property)

1. Potential lease of EDC Property

2. Potential sale of EDC Property
3. Legal discussion on Project 2021F
4. Legal discussion on Real Estate

Reconvene into Open Session

Board President's statement:

It is now 8:27 p.m. and I hereby close the executive session of the Freeport Economic Development Corporation and do hereby reconvene the regular open session.

X. Discussion and Possible Action

1. Potential lease of EDC Property **No action taken**
2. Potential sale of EDC Property **No action taken**
3. Legal discussion on Project 2021F **No action taken**
4. Legal discussion on Real Estate **No action taken**

XI. Adjourn

Motion to close board meeting made by Sandra Loeza and seconded by Melanie Oldham.
Motion passed unanimously.

It is now 8:29 p.m. and I hereby close the board meeting.