CITY OF FREEPORT
TAX INCREMENT REINVESTMENT ZONE #1 BOARD (TIRZ)

430 North Brazosport, Freeport, TX
Tuesday, August 13th, 2024, at 5:30 p.m.

REGULAR MEETING MINUTES

FEDC BOARD MEMBERS: Quorum Present

Directors:
Shonda Marshall President
Josh Mitchell
Sandra Loeza
Ken Tyner
Mark Parker
Ronnie Martin
David McGinty
Anne Bartlett *(Absent)*
David Thacker *(Absent)*

Robert Johnson: Executive Director
Lance Petty: City Manager
Jerry Cain- City Liaison
Loren Smith: EDC Attorney
Rachael Cohen: EDC Staff

I. Call to Order
Shonda Marshall called the meeting to order at 5:36 p.m. A quorum was present.

II. Invocation and Pledge
Ken Tyner led the invocation and Mark Parker led the pledge.

III. Citizens Comments
There were no citizen comments.

IV. Consent Agenda

1. **Approve Meeting Minutes for February 27, 2024**
2. **Approve Financials**

Ken Tyner made a motion to approve the consent agenda. Josh Mitchell seconded. **MOTION PASSED UNANIMOUSLY.**

V. Discussion and Action Items

1. Discuss and take possible action on a continuation or new contract with TXP

Shonda Marshall initiated a discussion regarding the possibility of extending the consulting contract with Mr. Travis James, who previously assisted in the formation of the TIRZ and its approval by the City Council. Now that the board is preparing to allocate funds, Shonda emphasized the importance of ensuring proper fund allocation and compliance with jurisdictional guidelines. However, the original contract with Mr. James could not be located. Robert Johnson confirmed that after consulting Cathy Ezell, Clarissa Molina, and the Economic Development Corporation (EDC), no copy of the contract was found. While documents related to the creation of the TIRZ and the initial discussions regarding the contract were available, the contract itself was missing.

Cathy Ezell expressed concerns about entering into a new contract with Mr. James, stating that the ordinance already provides clear guidance on the allowable use of funds and the designated spending areas, which include only downtown and EDC acres. She emphasized that the TIRZ is functioning as intended and currently holds a fund balance of $500K, which is not enough to significantly impact a project. Additionally, Cathy pointed out that two critical studies—one by Gensler and another by UTSA—are still pending, and without them, initiating a project now would be premature. She suggested allowing the fund balance to accumulate interest until a structured spending plan is developed.

The board also discussed future infrastructure improvements, particularly for the Boardwalk and Main Street, to assist building owners in covering costs. Ronnie Martin supported Cathy's position, agreeing that Mr. James had completed his role effectively and that hiring him again would not be a prudent use of funds at this stage. Cathy further elaborated that even with $500K, the funds would only cover a partial street project, reinforcing the need to wait for the completion of pending studies before making any financial commitments.

Robert Johnson brought up the topic of the TIRZ annual report, stating that there had been discussions about whether the current format was appropriate. After consulting with Mr. James, he confirmed that the existing TIRZ reporting method aligns with standard practices.

Cathy Ezell added that she is currently working with Ana Silbas to develop a standalone TIRZ report, though due to limited resources, a fully independent report may not be feasible at this time. However, the city audit process already includes TIRZ-related reporting, ensuring financial transparency.

Before closing the meeting, Shonda Marshall asked if there were any further comments. Mr. Petty recommended that the board wait for the study results before making project-related decisions.

Based on this recommendation, the board agreed that the discussion should be tabled until the next meeting to allow for a more informed decision.

VI. Board and Executive Director Comments

VII. Adjourn

Before closing the meeting, Shonda Marshall asked if there were any further comments. Mr. Petty recommended that the board wait for the study results before making project-related decisions. Based on this recommendation, the board agreed that the discussion should be tabled until the next meeting to allow for a more informed decision.

Shonda Marshall requested a Motion to adjourn the board meeting. Josh Mitchell made the motion, and the motion was seconded by Sandra Loeza. **MOTION PASSED UNANIMOUSLY.**

Shonda Marshall adjourned the board meeting at 5:52 p.m.