



## PASADENA ECONOMIC DEVELOPMENT CORPORATION

### Pre-Board Meeting

October 28, 2021, 3:00 p.m.

### Minutes

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**Members present:**

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

**Members Absent:**

Rick Lord, Vice President  
Steve Phelps

**Others Present:**

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

**Call to order:**

The Pre-Board meeting for the October 28, 2021 Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board President, Steve Cote.

Steve read the Agenda items for the Board.

**Agenda Item Six: Public Hearing**

Carlos informed the board that we are not necessarily using the contingency; we just want to make sure it's there in case there is a change order needed and to avoid having to call a special meeting in December.

**Agenda Item Seven: Economic Alliance Houston Port Region Briefing**

Chad Burke began by introducing Karen Gregory who is the Manager of Public Contracts. He proceeded with slides on the Mission and Footprint of the Economic Alliance. Their membership includes 11 cities, Harris County, Port Houston, as well as 250+ private sector members and added that the Houston Port is not suffering from the supply chain logistics that are affecting LA-Long Beach. The next slide noted that the Houston Ship Channel makes up 21% of the state GDP. In 2018, it generated \$339B in economic value, sustained 1.3M jobs and generated \$5.6B in state and local tax revenue. He then covered a few slides with vessel movement details and stated that currently there are 47 ships waiting to dock compared to 35 normally, which is an increase of 35%. He stated that the wait is only of about 1 day as opposed to the port in Long Beach with wait times of up to 4 weeks. He then briefly covered the Economic Development portion of what they do for the EDC. The next slide showed the Economic Alliance Project wins, jobs and capital investment by Year since 2008. Totals since 2008 included 5.3 wins per year, \$14.3B capital investment and 3,584 jobs created. Pasadena Project wins for 2009-2021 equaled 24 project wins for \$4 Billion in capital investment and approximately \$23.5M in tax revenue over the last 12 years. He then moved on to transportation and presented an 8-hour ozone design value. At that time, Marilyn asked for a copy of that slide. He continued with a list of 30 projects that

were identified about 4 years ago and briefly covered a few that were specific to Pasadena. Some key ones include the Beltway 8 direct connectors at 225. They have 5 of the 8 funded and still have to get TxDOT to pay for the remaining 3 because HCTRA paid for the first 5. Next, he showed some slides of the SH225 Expansion where TxDOT is working on a feasibility study for SH 225 from I-610 to SH 146. It's a 10, maybe 15 year project but it doesn't start unless you start. The North section of 146 starts this year; from Fairmont to Red Bluff, they will widen to 6 main lanes. This project has been environmentally cleared, final design is underway and they anticipate starting in the next month or so. The total cost of that project is approximately \$42M. He then proceeded with the Ship Channel Infrastructure portion of his presentation. There was a video played demonstrating how narrow the channel is (530ft). The project is approved and funded, but it will widen it to 700ft. and de-conflict any one-way traffic when the ships are too big. He continued to Public Policy and showed a picture that showed how empty the halls of the capital are right now. He said for the Federal Policy trip they had a group of about 21 people that participated in 28 meetings in Washington D.C. They also had dinner with 3 congressmen while they were there to continue to push the message of what is needed in the region. He then provided some information regarding the 12<sup>th</sup> annual Gulf Coast Industry Forum that was back in person with almost 600 attendees. Finally, the last slide was about the Quality of Life Grant Program. Pasadena was a winner of one of the \$5k matching grants with the Pasadena Mini Murals Project. He concluded that this is something that puts foundation money back into the community. *Marilyn then commented that years ago there was talk about 225 being double decker and asked if he knows what direction this is going. Chad responded that not yet, that he's spoken to the engineers and it's one thing they will consider but that costs, right of way and road width will factor into that. The best way to do it is to double stack it if money was not an issue, because you can't really go any wider. The costs obviously sky rockets when you start stacking another level, but they will consider it. They are going to try to do something that will do a better job of separating truck traffic with commuter traffic. At this point, there is an ongoing study that will take approximately 2-3 years. It's about a 10 year process in total. He also congratulated Pasadena on being recognized by the Governor for the most capital investment. Carlos added that the projects Chad presented were a big part of what got us that mention. Chad stated that Pasadena is strategically located that drives employment, demand for housing, etc.*

#### **Agenda Item Eight: Board Actions – Resolutions**

**Item a** - Carlos clarified that Emilio is not resigning from the Board, but has expressed he would like to scale back from his responsibilities as Secretary.

Carlos stated that he would be nominating Salvador Serrano, Jr.

**Item e** – Carlos reminded the Board that this agreement is something they approved in March and that they have been instrumental in some of the catalyst projects that have been worked on.

Pre-board meeting adjourned at 3:20 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION  
Board Meeting  
October 28, 2021, 3:20 p.m.  
Minutes

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**Agenda Item One: Call to order**

The Board meeting on October 28, 2021 for Pasadena Economic Development Corporation was called to order at 3:20 pm by Board President, Steve Cote.

**Agenda Item Two: Invocation**

Invocation given by Steve Cote, Board President.

**Agenda Item Three: Pledges**

Pledges led by Ernesto Paredes.

**Agenda Item Four: Public Comments**

No public comments made by attendees.

**Agenda Item Five: Approval of Minutes**

Steve Cote called for a motion to approve the minutes from the meeting held on September 23, 2021. Ernesto Paredes moved to approve the minutes seconded by Salvador Serrano, Jr. MOTION CARRIED UNANIMOUS.

**Agenda Item Six: Public Hearing**

*Public Hearing Opened at 3:22 pm*

- a. Consideration to amend PEDC Resolution No. 21-025, contract with Millis Development and Construction for pedestrian improvements for the Shaw Avenue Reconstruction project (CIP# S107) by authorizing an additional appropriation of a 5% contingency in the amount of \$70,668.21 from the Corridor Development Project Account (S113).

*Public Hearing closed at 3:22 pm. No comments made by attendees.*

**Agenda Item Seven: Presentation, Economic Alliance Houston Port Region Briefing**

This item was presented during Pre-Board.

**Agenda Item Eight: Board Actions - Resolutions**

- a. **PEDC RESOLUTION 21-038** – Consideration and action on accepting resignation of Emilio Carmona as PEDC Secretary.

Ernesto Paredes made a motion to approve, seconded by Marilyn Wilkins that PEDC Resolution 21-038 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 21-039** – Nominating and approving a new PEDC Secretary of the Board.

Steve Cote made a motion nominating Salvador Serrano, Jr. to the position of Secretary to include all of it's responsibilities including signatory of checks, seconded by Marilyn Wilkins

that PEDC Resolution 21-039 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 21-040** – Consideration to accept the Financial Report of Investment Activities for the Fiscal Quarter ended September 30, 2021.

Ernesto Paredes made a motion to approve, seconded by Salvador Serrano, Jr. that PEDC Resolution 21-040, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- d. **PEDC RESOLUTION 21-041** – Consideration to amend PEDC Resolution No. 21-025, contract with Millis Development and Construction for pedestrian improvements for the Shaw Avenue Reconstruction project (CIP# S107) by authorizing an additional appropriation of a 5% contingency in the amount of \$70,668.21 from the Corridor Development Project Account (S113)

Emilio Carmona made a motion to approve, seconded by Ernesto Paredes that PEDC Resolution 21-041, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- e. **PEDC RESOLUTION 21-042** – Consideration to authorize Staff to extend the term of the Agreement with National Development Council (PEDC Resolution No. 21-010) regarding community and economic development advisement for a period of up to two six-month extensions.

Salvador Serrano, Jr. made a motion to approve, seconded by Ernesto Paredes that PEDC Resolution 21-042, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

**Agenda Item Nine: Report by Carlos Guzman, Executive Director**

Carlos began by presenting a BEP grant candidate to ask for Board feedback. The applicant is Las Delicias Mexicanas and the reason he is asking for feedback is that this application scored low compared to previous applicants who were recommended to the Board with high scores. This is the first that scores a 50/100 and does not satisfy 3 out of the 4 criteria. Typically, an applicant with a score below 80 is not presented with staff recommendation. *Marilyn asked if we set a precedent if we move something forward like this and open ourselves to criticism if we accept this and don't accept the next one that is similar? Salvador asked if we have reached out to the applicant and if the application was in Spanish? Carlos responded that we have and pointed out that the work they are doing is putting stuff on the windows that is not permanent. They are also located on Spencer, which is not one of the major corridors. Which does not mean that if another business is on Spencer they wouldn't get it, because they might get a score of an 80 or check the other boxes. This particular project is just window wraps, there is no other work that is more permanent, they aren't doing work to be ADA compliant or doing some sort of major work to the building. Marilyn mentioned that she could work around a business not being on one of the major corridors, but that if the goal is for improvements that are more permanent then it seems we could spend \$6,600 more effectively elsewhere. Ernesto asked if there are any recommendations that we can give them. Carlos added that Sheena is very helpful and can share some recommendations with them. Emilio added that as much as he wants to help a Hispanic business, there are standards that we have to go by and agreed with Marilyn that we are setting a precedence. Steve also agreed with Marilyn's comment about the major corridors, but that the improvements would have to be more permanent. Carlos added that because the changes are not more permanent was one of the reasons for the low score. Marilyn asked for a refresher of the criteria used to score the BEP applicants.* Carlos proceeded with his report and informed the board that the contingency that was previously added to the contract for the gateway at 225/Richey will be used in its entirety. He added that there is a project manager overseeing the project and keeping costs in check. The project is now moving forward after he signed off on the change order for

a pipe that turned out to be a bigger size than it was estimated on the survey. It's taken a while to get it moving again because the PM has been making sure that all expenses are justified, but we're moving along now. He then gave a brief murals update stating that there are 3 left. One began the week of the 19<sup>th</sup>; another one that will be started will be by David Maldonado who is a PISD grad that we are excited to be working with. He stated that 2 of the murals will be at the Sporting Goods building and one will be on main street facing the freeway so it will be visible when driving on 225. The next update was the Shaw Area Revitalization: there have been several applicants for BEP grants in the area, the road reconstruction is going on, with a few hiccups but it looks like they will be finished in November. The pedestrian amenities and the lighting is moving forward, but one of the major gaps there is the parking. Unfortunately, the EDC is limited to what we can do for parking in the area, but we are going to partner with the City's Public Works. It's really hard to get CO's because of the very limited parking. One of the things being worked on is an underpass project. It was part of our Program of Work and we are leveraging the investments we have done so far. We issued an RFP, there were 24 submissions, 3 finalists were selected to be reviewed by a panel. The panel included EDC, Public Works, Planning, local businesses, TxDOT and the School District because it's right across from Pasadena High School. The selected artist is Blessing Hancock and one of the main reasons she was selected was because she is big into community engagement. We want the community to provide input on what they want to see there. He proceeded to show the Board a concept that she has, but could change based on the input received from the community. He stated that at the next month's board meeting it would be up for vote. The installation is expected to be complete in December 2022. Marilyn asked if there would be some sort of security for the installation to which Carlos responded that the installation is too large and heavy to be stolen. He gave an example that San Antonio has something like it and it has been in place for 8 years with no problems. He added that Public Works would be doing the striping part and some of the small paving to make it look more appealing. He continued with Richey Street stating that he was hoping to bring something to the board this month, but after being put out for bid there was zero submitted. Initial input from the project management team is that the project might need to be broken up. He doesn't think it will be ready for next month so he expects this to be brought for consideration at the January meeting. As far as upcoming items, he reminded the board about the Underpass Placemaking project contract with the Artist team and also the Economic Alliance renewal and he will probably do a recap of the year and things that he can start thinking about for next year. Many of the redevelopment items are going to bid and there might be some good news about another Livable Centers Study for the medical center. He proceeded with the news that the Marketing Manager is leaving us and the role is currently posted internally and will be shared with public job banks in the coming days. Suzette then thanked the Board for their support and stated that she was honored to have been given the opportunity. *Ernesto commented that she really made a difference.*

#### **Agenda Item Ten: Comments by Board Members**

Salvador Serrano, Jr. – No comment.

Marilyn Wilkins – Stated she is excited with the direction things are going.

Emilio Carmona – No comment.

Ernesto Paredes – Stated that he supports the community engagement and he thinks this will make a big difference with their involvement. He doesn't think that there is anything to worry about as far as security for the installation because the community will be involved in the process and they will take ownership. *Carlos added that the head of the art department for PISD was part of the panel and the artist is excited to have the installation across from the school.*

Steve Cote – Thanked Suzette for her work. Stated that the marketing campaign for the EDC has been a step above, award winning. He congratulated Staff again for the AEDO accreditation. He added that Taste of the Town is taking place next week and it's back indoors!

#### **Agenda Item Eleven: Executive Session**

**\*\*NOTE\*\* 3:42 PM** – At this time, Board President Steve Cote announced that the Board will be going into a separate Zoom meeting for an Executive Session and will return to the meeting upon conclusion.

- 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.
- c. Convene in executive session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease or value of real property – Project #2101.
- d. Convene in executive session pursuant to Section 551.074, Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, or duties – discussion of economic development staff.

**Agenda Item Twelve: Reconvene into Regular Session**

**\*\*NOTE\*\* 4:20 PM** – At this time, President Steve Cote reconvened the Regular Board Meeting.

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.

**PEDC RESOLUTION 21-043** – Consideration to authorize Staff to execute a real estate sales contract consistent with the terms as discussed in executive session.

Salvador Serrano, Jr. made a motion to approve, seconded by Ernesto Paredes that PEDC Resolution 21-043, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

**PEDC RESOLUTION 21-044** – Consideration to authorize PEDC Staff to execute an amended Letter of Intent on the terms as discussed in executive session.

Marilyn Wilkins made a motion to approve, seconded by Salvador Serrano, Jr. that PEDC Resolution 21-044, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. Convene in executive session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease or value of real property – Project #2101.

**PEDC RESOLUTION 21-045** – Consideration to authorize Staff to submit a bid on certain real estate on the terms as discussed in executive session.

Ernesto Paredes made a motion to approve, seconded by Marilyn Wilkins that PEDC Resolution 21-045, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- d. Convene in executive session pursuant to Section 551.074, Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, or duties – discussion of economic development staff.

**PEDC RESOLUTION 21-046** – Consideration to authorize PEDC Staff to execute a consultant services agreement on terms as discussed in executive session.

Ernesto Paredes made a motion to approve, seconded by Salvador Serrano, Jr. that PEDC Resolution 21-046, be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

**Agenda Item Thirteen: Adjournment**

Board President, Steve Cote called for a motion to adjourn the October 28, 2021 meeting at 4:23 pm. Ernesto Paredes moved, seconded by Salvador Serrano, Jr. MOTION CARRIED UNANIMOUS.