



PASADENA ECONOMIC DEVELOPMENT CORPORATION

Pre-Board Meeting

October 26, 2023, 3:00 p.m.

Minutes

Members present:

Rick Lord, President
Marilyn Wilkins, Vice President
Ernesto Paredes, Secretary
Efren Arjona
Angela West
Elaine Domec

Members Absent:**Others Present:**

Jeff Moore, Brown & Hofmeister, LLP (via Zoom)
Rick Guerrero, Executive Director
Julianne Echavarría, PEDC Marketing Manager
Karina Tomlinson, PEDC Manager
Yolanda Vegas de Eaves, Sr. Office Assistant

Call to order:

The Pre-Board meeting for the October 26, 2023, Pasadena Economic Development Corporation was called to order at 3:00 p.m. by Board President, Rick Lord.

He read through the items on the agenda stopping at the below for some details from Rick Guerrero

Agenda Item Eight: Report by Rick Guerrero, Executive Director

R. Guerrero started his report updating the board with the Convention Center facility and the closing of the sales tax bonds which was completed the day before, October 25th and the funds were deposited in the specific account for the project. Richey Street: He asked the board if anyone had the chance to drive by, *A. West responded that she had*, he described how nice it looks presenting a couple of slides that show the work done on the sidewalk on the eastside of the street and the median which was covered with two distinct types of rocks, one of them being multicolor that shines in the sunlight. *M. Wilkins asked if there is some kind of border between the rocks;* R. Guerrero responded that there is metal edging that separates them. *E. Paredes commented that it looks like glass.* He described his conversation with Ynhi Tran, from Engineering, and she thinks that this project is to be completed by January because once the sidewalks, medians, and landscaping are done the last thing to complete the project is the street. Pasadena Blvd.: R. Guerrero reported that this has been an ongoing conversation and the target date to get estimates on the cost will be the end of this year to early next year. R. Green responded that we should have numbers very soon. *E. Paredes asked how far we are going on Pasadena Blvd.;* R. Green responded the segment from SH 225 to Harris St. minus the bridge. *E. Paredes asked if not up to Southmore* to which Robin responded that the segment is in good condition, but if they get a good low price then maybe we can do the last piece. Underpass Lighting: He spoke with Y. Tran about it, and there is a slight delay on this project regarding approvals from TxDOT. He is also working on how to go around what is planned for HW 225, *A. West asked*

how that is going to work because of the widening of the feeder. R. Guerrero acknowledged the double decking planned. In the design, the fixtures are mounted on the concrete underneath HW 225 to a support structure. Some thoughts are to actually engineer a stand-alone platform to hold the fixtures that way there is no needing to wait for approval from TxDOT. Application: R. Guerrero gave the word to Julianne Echavarria, PEDC Marketing Manager. She introduced a slide and went on to explain the criteria for the BEP grants specifically eligibility, post-award, additional process, and requirements. She went on to explain the case of a local restaurant property, located at 1510 S. Richey St., which was awarded with a \$19,780.00 grant on November 19th, 2020. Throughout the process the lessee had some issues with permitting that resulted in breaking the lease and not opening the restaurant, therefore the approved grant was left unreleased. As of this month the property owner submitted a new application for the same work and property since he has a new tenant, and he is asking the board to approve the disbursement of the funds. Staff is seeking feedback from the board to consider this case for a new tenant, since the grant was approved but never claimed. *E. Paredes asked if this is something that can be grandfathered and E. Arjona asked if it's one application per year,* R. Guerrero responded one per property owner, to this E. Arjona considered that they already applied once and were granted the money; he responded "no" to the request. *M. Wilkins had some questions regarding the lessee and the work being performed in the past and what is to be performed,* K. Tomlinson responded that the work currently being done is for the interior and reiterated that the BEP grants are to be awarded for the façade only. At this time J. Moore, attorney for the PEDC, reminded the board that the meeting was still with the item of Monthly Executive Report, and he does not see this discussion listed in today's agenda, and asked for this item to be included in the agenda for next month.

Pre- board meeting adjourned at 3:14 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION

Board Meeting

October 26, 2023, 3:14 p.m.

Minutes

Agenda Item One: Call to order

The Board meeting on October 26, 2023 for Pasadena Economic Development Corporation was called to order at 3:14 pm by Board President, Rick Lord.

Agenda Item Two: Invocation

Invocation given by: Elaine Domec, Board Member.

Agenda Item Three: Pledges

Pledges led by: Rick Lord, Board President.

Agenda Item Four: Public Comments

No comments made by any attendees.

Agenda Item Five: Approval of Minutes from September 29, 2023

Rick Lord, called for a motion to approve the minutes from the meeting held on September 29, 2023. Ernesto Paredes moved to approve the minutes, seconded by Marilyn Wilkins. MOTION CARRIED UNANIMOUS.

Agenda Item Six: Approval of Minutes from Special Meeting October 3, 2023

Rick Lord, called for a motion to approve the minutes from the Special Meeting held October 3, 2023. Elaine Domec moved to approve the minutes, seconded by Ernesto Paredes. MOTION CARRIED UNANIMOUS.

Agenda Item Seven: Board Actions- Resolutions

- a. **PEDC RESOLUTION 23-033** - Consideration to accept the Financial Report of Investments Activities for the Fiscal Quarter ended September 30, 2023.

Ernesto Paredes made a motion, seconded by Rick Lord that PEDC Resolution 23-033 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

Agenda Item Eight: Report by Rick Guerrero, Executive Director

The report was given during the Pre-Board meeting.

Agenda Item Nine: Comments by Board Members.

Marilyn Wilkins- M. Wilkins asked if when they have the consideration to approve the financial report of investment activities, it is a standard agenda item. The response from R. Lord was yes, so she followed up by asking if in the future the financial report be more inclusive, with more details for the total amount dedicated to projects, and to be presented as a balance sheet income statement review. Added that it

might need to be approved by the board, but she thinks that more information can be disclosed, and it will be more helpful from a financial respect. K. Tomlinson responded that in the past the Controller's Office used to do a report quarterly and that was before Covid, and this is something that Staff can ask for again. At this time J. Moore added that there cannot be sales tax information from businesses since it is confidential, and she explained that her interest is only in total sales tax coming in, allocated to projects and other uses of funds in whatever else the EDC is doing.

Elaine Domec- No comment.

Ernesto Paredes: Stated that he attended IMPACT Pasadena ceremony, and mentioned how amazing it is that EDC is part of it as well as the people that graduated, and everything they went through. He explained that these are young people looking forward to the future and reminded the board of the effort done to put the program together. He was impressed and encouraged the Board members to attend the next graduation, and joked saying that it was one of those events where he didn't have to say anything, and everybody was having a good time. He also told the Board about the dedication of historical markers at the old post office by the State of Texas and the Federal Government. He explained that this is the only building in Pasadena that has a federal marker, and its new owner is an architect who remodeled the property conserving some of the original parts. The owner spoke about the renovations and recognized former board members, including himself, and former postal employees as well. He concluded by stating that this was a result of a group effort by past board members with a vision and that is the reason we are here.

Efren Arjona- No comment

Angela West- No comment.

Rick Lord- No comment.

Agenda Item Ten: Adjournment

Board President, Rick Lord called for a motion to adjourn the October 26, 2023 meeting at 3:21pm.

Ernesto Paredes moved, seconded by Efren Arjona. MOTION CARRIED ANONOMOUS.