



## PASADENA ECONOMIC DEVELOPMENT CORPORATION

### Pre-Board Meeting

November 3, 2022, 3:03 p.m.

### Minutes

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**Members present:**

Rick Lord, Vice President  
Marilyn Wilkins, Treasurer  
Salvador Serrano, Jr., Secretary  
Emilio Carmona  
Ernesto Paredes

**Members Absent:**

**Others Present:**

Jeff Moore, Brown & Hofmeister, LLP  
Rick Guerrero, Executive Director  
Robin Green, Director of Public Works  
Jed Aplaca, Director of Parks & Recreation  
Julianne Echavarria, PEDC Marketing Manager  
Karina Tomlinson, PEDC Sr. Office Assistant

**Call to order:**

The Pre-Board meeting for the November 3, 2022 Pasadena Economic Development Corporation was called to order at 3:03 p.m. by Board Vice President, Rick Lord.

He began by reading through the items on the Agenda.

**Agenda Item Seven: Board Actions – Resolutions.**

A brief few slides were shown and Robin Green provided some detail regarding Item. 7d. – Contract with Construction Masters of Houston for the Convention Center Site Improvements Phase III Project. Robin added that this was very similar to the previous 2 phases done at the Convention Center with the big difference here being that this phase has an engineering portion that was awarded to HR Green and they have a secondary contract directly with S&B which is what this contract is. He added that Harris County and the City of Houston use the Buy Board process as well, particularly in buildings. Rick Guerrero added that the slide on the screen is a visual of the contract with Construction Masters and mentioned that the Convention Center is part of the Strategic Plan. He also added that the Board has approved previous and ongoing projects at the Convention Center and this is just a continuation of that work. In an effort to speed up the process and avoid an increase in prices the recommendation is to use the buy board for this contract. Marilyn asked if the entirety of the contract is Phase 3 to which Robin stated that each description corresponds to a point on the Exhibit provided in the item packet. Rick continued with discussion on the EPA Brownfields Grant item 7b and briefly explained what the Brownfields grants are used for and that at this time the recommendation is to decline the grant because of the unknown financial commitment by PEDC as well as the unknown financial exposure to PEDC and the financial impact to the City. Marilyn asked if we decline this grant now and then if the waters clear at some point in the future would we have to completely re-apply. Rick responded that in the discussion of declining the grant the topic of re-applying was not discussed, but there seem to be no

ill feelings if we did decide at a later time to re-apply. Rick Lord continued to read through the Agenda and Marilyn asked if Chad Burke wanted to speak on item 7c. which is renewal of the service agreement with Economic Alliance Houston Port Region. It was decided he would speak briefly during the Board Meeting.

Rick Lord then asked Rick Guerrero to go ahead and give his Executive Director report during the pre-board meeting.

### **Agenda Item Eight: Report by Executive Director**

225/Gateway Monument: The monument is complete, they finished the landscaping and up-lighting. Rick encouraged everyone to drive by there and try to get a look at it when the lighting is on as it looks really great! Strategic Plan Update: The consultants are scheduled to meet with the steering committee next week and probably for the last time before they go through all of their findings to provide us with their results and their final report. Livable Centers Study II: The City was awarded a second Livable Centers Study 6 to 8 months ago. The boundaries are surrounding the area where the HCA hospital is located. The consultant, AECOM coordinates meetings every 2 weeks and they hope to conduct a needs assessment and market report next. They are working on the first steering committee meeting, first public meeting as well as website development. Wayfind Project: The consultant for this project is Tangram Design that specializes in wayfinding, placemaking, and overall project management. They had a kickoff meeting October 3<sup>rd</sup> and they are working on delivering a site survey of existing conditions after touring the city for 2 days. Marilyn asked if the project would take into account future additions or incorporating of new areas. Rick responded that to his understanding the Consultant will present options once they go through all of their findings that will allow them to choose how much or how little they want to do and if they want to do it now or at a later date. Quality of Life: Rick then moved on to some Quality of Life project updates regarding the trails and asked Jed Aplaca to provide a brief update. Jed stated that the Vince Bayou trail is at 95% completion of the design phase. They are also close to completing the land acquisition portion so the next phase will be to work on the permitting part. He added that the City is in the process of entering into an interlocal agreement with Harris County Flood Control to be able to do these kinds of projects on the easements and the flood ways that are throughout the City. Parks is also working on accepting the \$2.3M from the County that will help with Phase I of the Vince Bayou Trail project. He added that for the Little Vince Bayou Trail there has not been too much progress yet, they are still trying to find the most feasible way to complete. Holly Bay Park Improvements: Rick stated that this project is almost complete and showed some pictures of the improvements that included removing the asphalt that was cracking. Jed added that it's looking very nice and encouraged people to go out there and take a look. He mentioned that the project is going quicker than they had anticipated. He also stated that they are adding a new restroom facility to increase the restroom capacity at the park. There have been many compliments on the project and a lot of the residents are very happy. Rick then moved onto some upcoming agenda items, the first thing we are working on is membership in The Interlocal Purchasing System (TIPS). This buy board provides access to competitively procured purchasing contracts to it's members, it is managed by Region 8 Education Service Center and will provide an alternative to Choice Partners buy board that the EDC is currently a member of. Finally he went over some upcoming events that included Taste of the Town that night, the Economic Alliance Legislative Kick Off scheduled for November 30<sup>th</sup> and the Pasadena Chamber's Annual Gala scheduled for December 8<sup>th</sup>. He asked if any board member was interested in attending these events to let us know and we'd be glad to reserve them a seat. Rick quickly added that we had tickets for the Tx McDonald's Basketball Invitational if anyone was interested they could take some tickets that day.

Pre-board meeting adjourned at 3:22 pm.

PASADENA ECONOMIC DEVELOPMENT CORPORATION  
Board Meeting  
November 3, 2022, 3:22 p.m.  
Minutes

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**Agenda Item One: Call to order**

The Board meeting on November 3, 2022 for Pasadena Economic Development Corporation was called to order at 3:22 pm by Board Vice President, Rick Lord.

**Agenda Item Two: Invocation**

Invocation given by Ernesto Paredes, Board Member.

**Agenda Item Three: Pledges**

Pledges led by Emilio Carmona, Board Member.

**Agenda Item Four: Public Comments**

No comments made by attendees.

**Agenda Item Five: Approval of Minutes from September 22, 2022**

Rick Lord called for a motion to approve the minutes from the meeting held on September 22, 2022. Marilyn Wilkins moved to approve the minutes, seconded by Ernesto Paredes. MOTION CARRIED UNANIMOUS.

**Agenda Item Six: Public Hearing**

*Public Hearing Opened at 3:24 pm*

- a. Consideration to execute a contract with Construction Masters of Houston, Inc. for the Convention Center Site Improvements Phase III Project (CIP M061) in the amount of \$9,210,858.35 with a 10% contingency in the amount of \$921,085.84 for a total appropriation of \$10,131,944.19 from the Utility Development Project Phase II (M048) and Convention Center Facility Improvements (M025) project accounts.

*Public Hearing closed at 3:25 pm. No comments made by attendees.*

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

- a. **PEDC RESOLUTION 22-029** – Consideration to accept the Financial Report of Investment Activities for the Fiscal Quarter ended September 30, 2022.

Salvador Serrano, Jr. made a motion to approve, seconded by Emilio Carmona that PEDC Resolution 22-029 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- b. **PEDC RESOLUTION 22-030** – Consideration to authorize PEDC Staff to take all actions necessary to decline or return EPA Brownfield Program Grants.

Marilyn Wilkins made a motion to **decline** the grant, seconded by Emilio Carmona that PEDC Resolution 22-030 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- c. **PEDC RESOLUTION 22-031** – Consideration to negotiate and execute an Economic Development Service Agreement with Economic Alliance Houston Port Region in the amount of \$45,000.00.  
Rick Lord invited Chad Burke, President & CEO of Economic Alliance to speak on this item. Chad introduced Karen Gregory and then briefly went over some of the items found in the Annual Report that each board member received a copy of.

Ernesto Paredes made a motion, seconded by Emilio Carmona that PEDC Resolution 22-031 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

- d. **PEDC RESOLUTION 22-032** - Consideration to execute a contract with Construction Masters of Houston, Inc. for the Convention Center Site Improvements Phase III Project (CIP M061) in the amount of \$9,210,858.35 with a 10% contingency in the amount of \$921,085.84 for a total appropriation of \$10,131,944.19 from the Utility Development Project Phase II (M048) and Convention Center Facility Improvements (M025) project accounts.  
*Rick Lord asked Jeff Moore if he had reviewed the contract and if the EDC could enter into this agreement. Jeff responded that under state law, City's and other entities can through an interlocal agreement "piggy back" off a bid. There are provisions in government code under the interlocal cooperation act and in chapter 271 of local government code that allows this kind of agreement. It is an exception to the competitive bidding statute that allows this through an interlocal agreement. Rick Lord asked if the EDC was in good standing from his legal aspect. Jeff reiterated that the EDC can through an interlocal agreement enter into cooperative purchasing programs and other buy boards. Given the process used here this is a permissible route.*

Ernesto Paredes made a motion, seconded by Marilyn Wilkins that PEDC Resolution 22-032 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**

Salvador Serrano, Jr. – Stated that he likes all the wins from the Economic Alliance and joked that he's glad we don't get charged a percentage. He added that he has seen the monument sign on 225 and thinks it's awesome. He joked that if you see him on the news because of an accident it was because he had to stop and look at the monument sign. He invited everyone to attend the McDonald's TX Invitational to check out at least 1 game because there is a lot of talent. He stated that the tournament brings in about \$2M in commercial revenue.

Marilyn Wilkins – She reminded attendees that it's voting time so please vote. She also added that Veteran's Day is coming up and asked everyone to appreciate our veterans.

Emilio Carmona – Stated he thinks Salvador said it all!

Ernesto Paredes – He stated that the EDC has been supporting the basketball tournament for a very long time. He also took a moment to congratulate Rick Guerrero on his new role with the EDC and offered his support.

Rick Lord – Thanked the Economic Alliance for all of the work they do. He added that he's glad the supply chain is recovering and looks forward to the future.

#### **Agenda Item Ten: Executive Session**

**\*\*NOTE\*\* 3:46 PM** – At this time, Board VP Rick Lord announced that the Board would be "going behind closed doors" for an Executive Session.

- 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.

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

**\*\*NOTE\*\* 3:57 PM** – At this time, Vice President Rick Lord 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 22-033** – Approve a First Amendment to Professional Services Contract by and between the Pasadena Economic Development Corporation and the National Development Council on the terms as discussed in executive session.

Ernesto Paredes made a motion, seconded by Salvador Serrano, Jr. that PEDC Resolution 22-033 be passed, approved and adopted. MOTION CARRIED UNANIMOUS.

**Agenda Item Twelve: Adjournment**

Board Vice President, Rick Lord called for a motion to adjourn the November 3, 2022 meeting at 3:58 pm. Ernesto Paredes moved, seconded by Marilyn Wilkins. MOTION CARRIED UNANIMOUS.