



AGENDA MEMORANDUM
Corpus Christi Business and Job Development Corporation Meeting
March 16, 2020

DATE: March 3, 2020

TO: President and Honorable Board Members,
Corpus Christi Business and Job Development Corporation

THROUGH: Peter Zanoni, City Manager

FROM: Aimee Alcorn-Reed, Assistant City Attorney
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Type A Rules of Procedure

CAPTION:

Discussion and possible action to amend the Rules of Procedure for the Corpus Christi Business and Job Development Corporation to require briefings, either in open or closed session, at a meeting prior to the vote for certain items.

SUMMARY:

This item is intended for discussion purposes and possible action to determine if the Board of the Corpus Christi Business and Job Development Corporation (Type A) wants to have a briefing prior to action on certain items, either based on the type of project or on the amount of funding needed.

BACKGROUND AND FINDINGS:

At the February 17, 2020 monthly meeting, a Board member requested an item to discuss the possibility of requiring two readings for certain items. The current Rules of Procedure do not require multiple presentations or readings before final action.

One option might be to require a briefing or presentation at one meeting prior to the vote on certain items. The presentation could either be in the open or in executive session, depending on the project. As a practice, the Board has traditionally received executive session briefings on economic development items at a meeting prior to the vote unless the item was on a particularly tight timeline. The Board could include an exception in the updated rules for projects that must be approved quickly.

ALTERNATIVES:

The Board could choose not to amend the Rules of Procedure and continue to only require a briefing at the same meeting as the action for all projects.

FINANCIAL IMPACT:

This item does not require specific funding but may have a small impact on finances in requiring additional staff time to prepare the items for multiple meetings.

Funding Detail:

Fund:

Organization/Activity:

Mission Element:

Project # **(CIP Only)**:

Account:

RECOMMENDATION:

Staff recommends that any change to the Rules of Procedure include the ability to make an exception in the event that an item is on a tight deadline.

LIST OF SUPPORTING DOCUMENTS:

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