



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
cctexas.com

Meeting Minutes

Corpus Christi B Corporation

Monday, March 16, 2020

1:30 PM

Council Chambers

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's office (at 361-826-3105) at least 48 hours in advance so that appropriate arrangements can be made.

The mission of the Business & Jobs Development (Type A) and B Corporations is to promote and enhance the City of Corpus Christi's economic base by supporting projects and programs that create primary jobs, improve small business and affordable housing opportunities, and improve infrastructure in our City.

A. President Scott Harris to call the meeting to order.

President Scott Harris called the meeting to order at 1:35 p.m.

B. Call Roll and Excuse Absences:

City Secretary Rebecca Huerta called the roll and verified that a quorum of the Board was present to conduct the meeting.

Mr. Trujillo arrived at 1:48 p.m.

Present 7 - President Scott Harris, Board Member Leah Pagan Olivarri, Secretary Diana Summers, Vice-President Robert Tamez, Board Member Lee Trujillo, Board Member Alan Wilson, and Council Liaison Michael Hunter

Absent 1 - Board Member John Valls

C. PUBLIC COMMENT

President Harris referred to Public Comment. The following person submitted a public comment which is attached to the minutes:

Mike Culbertson, 800 N. Shoreline Blvd. Suite 1300 Southern Rd.

PLEASE BE ADVISED THAT THE OPEN MEETINGS ACT PROHIBITS THE CORPORATION FROM RESPONDING AND DISCUSSING YOUR COMMENTS AT LENGTH. THE LAW ONLY AUTHORIZES THEM TO DO THE FOLLOWING:

1. MAKE A STATEMENT OF FACTUAL INFORMATION.

2. RECITE AN EXISTING POLICY IN RESPONSE TO THE INQUIRY.

3. ADVISE THE CITIZEN THAT THIS SUBJECT WILL BE PLACED ON AND AGENDA AT A LATER DATE.

D. MINUTES

1. Approval of Minutes of the Type B Board February 17, 2020 Regular Meeting

President Harris referred to item 1. Mr. Wilson made a motion to approve the minutes as presented, seconded by Mr. Tamez, and passed unanimously.

E. FINANCIAL REPORT

2. Type B Financial Reports as of January 31, 2020

President Harris referred to Item 2. Assistant Director of Financial Services Alma Casas presented the financial reports as of January 31, 2020.

Board Members and Ms. Casas discussed the following topics: provide the board February's fund balance for Economic Development; and possibly having an emergency meeting regarding funding for small business during the COVID19 crisis.

F. CLOSED SESSION ITEMS: (None)

G. AGENDA ITEMS:

3. Motion approving amendment to the bylaws of the Corpus Christi B Corporation to clarify the expiration dates of officers (President, Vice President and Secretary) of the Corporation.

President Harris referred to Item 3. Assistant City Attorney Aimee Alcorn-Reed said the purpose of this item was to amend the Bylaws in Article III Sec. 3.1 to include the following: So long as the person elected to a position remains a Director, he or she will continue to serve in that position until a new officer is elected by the Board.

Mr. Wilson made a motion to approve Item 3, seconded by Ms. Summers, and passed unanimously.

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

President Harris referred to Item 4. Assistant City Attorney Aimee Alcorn-Reed said the purpose of this item was to consider a request requiring a presentation or executive session prior to board action so an item could be heard twice before the board votes on the item in certain circumstances. Ms. Alcorn-Reed recommended if the board chose this process that they also provide for an emergency situation on future agenda items in order to act quickly.

Board Members and Ms. Alcorn-Reed discussed the following topics: what qualifies as an emergency situation; disadvantages in having two readings; standard practice for Economic Development items is to bring the item one meeting before in executive session; agenda packet is now available a week in advance for board members.

No action was taken on item 4.

H. **PUBLIC HEARING: (None)**

I. **PRESENTATION ITEMS:**

5. Roles and Responsibilities of Board Members

President Harris referred to Item 5. Assistant City Attorney Aimee Alcorn-Reed said the purpose of this item was to review the roles and responsibilities of the board members. Ms. Alcorn-Reed presented the following topics: Bylaw that refer to Directors and Liaison; Open Meeting Act and Public Information Act requirement; City Code of Ethics; and the Texas Local Government Code Chapter 171.

Board Members, Ms. Alcorn-Reed and City Secretary Rebecca Huerta discussed the following topics: walking quorum law; and when to complete the conflict of interest form.

J. **EXECUTIVE DIRECTOR COMMENTS:**

President Harris referred to the Executive Director comments. Chief Financial Officer Constance Sanchez stated City leaders are taking the COVID 19 pandemic very seriously and taking all precautions to protect our citizens; and Type B meeting schedule for April 20, 2020 will continue and she will notify the board if changes occur.

President Harris reported the procedures the American Bank Center are taking during the COVID 19 crisis.

K. **IDENTIFY FUTURE AGENDA ITEMS**

President Harris referred to the Future Agenda Items. Chief Financial Officer Constance Sanchez reported on calling a special meeting to discuss using the

\$6 million in Type B funds to assist small businesses during the COVID-19 crisis.

Board Members, Ms. Alcorn-Reed and Ms. Sanchez discussed the following topics: whether meetings could be held remotely; use of Type B funds as a loan or grant for small businesses; possibly having a special meeting to assist small businesses; and the timeline to add a new agenda item for an upcoming meeting.

L. ADJOURNMENT

There being no further business, President Harris adjourned the meeting at 2:07 p.m.

** Regardless of the agenda heading under which any item is listed, any word or phrase of any item listed on this agenda shall be considered a subject for consideration for purposes of the Texas Open Meetings Act and other relevant laws, and the Board of Directors may deliberate and vote upon any such subject and resolutions related thereto. Any descriptions of property or amounts stated in this agenda are descriptive and not restrictive, and property and amounts may be changed in the motions, actions or documents. In addition to other items listed in this agenda, policies and procedures of this corporation, legal analysis of any items, policies or procedures, and any items that are currently receiving funding from this corporation may be discussed and deliberated and these matters are added as subjects of discussion to this meeting. This agenda has been reviewed and approved by the attorney for the governing body, and the presence of any subject or description in the Executive Session portion of this agenda constitutes a written interpretation of Chapter 551 of the Texas Local Government Code by the attorney for this corporation indicating that said subject or description thereof may be legally discussed in a closed meeting.*

PUBLIC COMMENT/INPUT FORM

City of Corpus Christi

Enter either "City Council" or the name of the City Board: Type B Corporation

DATE OF MEETING (mm/dd/yy): 03/16/20

NAME: Mike Culbertson COO CCREDC

ADDRESS: 800 N Shoreline Blvd, Suite 1300 South

CITY: Corpus Christi STATE: TX ZIP: 78401

TOPIC: Use Type B Funds for Small Businesses

AGENDA ITEM NUMBER (if known): None

CHECK HERE IF THIS IS A PUBLIC HEARING ☐

The Corpus Christi Regional Economic Development Corporation is working hard to keep our businesses informed and help the City understand what is happening in the business community and how these businesses are being impacted. Many of the large industry partners have processes in place to handle a disruption like this. However, many small businesses do not. Especially those that have seen a dramatic drop in business due to patrons staying at home. The region has many partners who are here to help. We have discussed how the Small Business Administration is making available in the way of emergency grants or loans through Del Mar College's Small Business Development Center. LiftFund is working with clients to ensure they can weather this by loans extensions and/or other capital such as SBA loans. The EDC has been working this weekend to form our response in concert with these partners to find ways to help small businesses. We would like the Type B Board to start thinking about how Type B funds can be used for small business working capital. These would be grants not loans. City Legal would have to approve any program as within the statute but I think we may have to act quickly. This would of course go through the EDC Board for approval first.