



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
cctexas.com

Meeting Minutes

Corpus Christi Business and Job Development Corporation

Monday, December 10, 2018

4:30 PM

City Council Chambers

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

President Harris called the meeting to order at 4:32 p.m.

B. Call Roll and Excuse Absences

President Harris referred to Item B.

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

No action was taken regarding absences.

C. MINUTES

1. Approval of Minutes of the November 12, 2018 Meeting

Attachments: [Minutes](#)

President Harris referred to Item 1.

Board Member Valls made a motion to approve the minutes of the November 12, 2018 meeting, seconded by Board Member Tamez, and passed unanimously.

D. FINANCIAL REPORT

2. Type A Financial Reports as of October 31, 2018

Attachments: [4A Comp Sales Tax October 2019](#)
[Cash Flow October 2018](#)
[4A Contracts and Commitments October 2018](#)
[4A Pro-Forma as of October 2018](#)
[Fund 1140 October 2018 Expenses](#)

President Harris referred to Item 2.

Assistant Director of Financial Services Alma Casas presented the financial report as of October 31, 2018.

There were no comments from board members.

E. **CLOSED SESSION ITEMS: (None)**

F. **AGENDA ITEMS:**

3. **De-Obligate funds from Small Business Programs**

Motion to de-obligate \$139,987.80 from the Small Business programs to the Type A Fund 1140 for 2018, made up of the remaining 139,952.09 on the LiftFund agreement and the remaining \$35.71 on the SCORE agreement.

Attachments: [Agenda Memo - De-Obligate.docx](#)

President Harris referred to Item 3.

Chief Operating Officer of the Corpus Christi Regional Economic Development Corporation Mike Culbertson stated that the purpose of this item is to de-obligate an unused balance of \$139,987.80 associated with the LiftFund and SCORE agreements and return them to the general fund.

There were no comments from board members.

Board Member Valls made a motion to de-obligate \$139,987.80 from the Small Business programs to the Type A Fund 1140 for 2018, made up of the remaining \$139,952.09 on the LiftFund agreement and the remaining \$35.71 on the SCORE agreement, seconded by Board Member Trujillo, and passed unanimously.

4. **SEA District Water Features**

Motion recommending City Council approval of Ordinance amending the FY 2019 Capital Improvement Program budget to increase the year one budget for project #E16458 Restoration of SEA District Water Features in the amount of \$300,000; and authorizing execution of professional services contract with LNV, Inc., in the amount of \$364,100 for the Restoration of SEA District Water Features project.

Attachments: [Agenda Memo - SEA District Water Features \(Type A\)](#)
[Ordinance - SEA District Water Features \(Type A\)](#)
[Project Budget - SEA District Water Features](#)
[Location Map - SEA District Water Features](#)
[Presentation - SEA District Water Features v2](#)
[Contract - SEA District Water Features](#)

President Harris referred to Item 4.

Director of Engineering Services Jeff Edmonds presented the project location of the restoration of the SEA District water features (Capital Improvement Projects [CIP] - Type A).

In response to a board member, Mr. Edmonds addressed the reason Type A

funds are used for the Water Garden Fountains.

Mr. Edmonds presented the following additional information relating to the restoration of the SEA District water features (CIP - Type A): project vicinity; and project scope and schedule.

Board members and Mr. Edmonds discussed the following topics: the cost of the rehabilitation; the work that will be completed; and added enhancements.

Board Member Valls made a motion recommending City Council approval of Ordinance amending the FY 2019 Capital Improvement Program budget to increase the year-one budget for project #E16458 Restoration of SEA District Water Features in the amount of \$300,000; and authorizing execution of professional services contract with LNV, Inc., in the amount of \$364,100 for the Restoration of SEA District Water Features project, seconded by Board Member Tamez, and passed unanimously.

5. Arena Marketing/Co-Promotion Fund Request - Coastal Christmas

Motion authorizing the expenditure of \$40,000 from American Bank Center Arena Marketing Co-Promotion Fund to offset direct costs of operating the inaugural Coastal Christmas, a South Texas Winter festival.

Attachments: [Agenda Memo - Coastal Christmas](#)
 [Coastal Christmas Event Budget](#)
 [Coastal Christmas Event Info Packet](#)

President Harris referred to Item 5.

General Manager of the American Bank Center (ABC) Matt Blasy stated that the purpose of this item is to authorize the expenditure of \$40,000 from the American Bank Center Arena Marketing Co-Promotion Fund to offset the costs associated with ABC's Coastal Christmas. Mr. Blasy provided an overview of the Coastal Christmas event.

Board members and Mr. Blasy discussed the following topics: other similar events put on by SMG; the amount spent to date and to be spent on this event; percent-to-budget; monies SMG dedicates to content versus capital; affordability of food vending fees during the event; tree lighting; that the event begins December 16, 2018; and additional revenues to be realized from the event.

Board Member Tamez made a motion authorizing the expenditure of \$40,000 from American Bank Center Arena Marketing Co-Promotion Fund to offset direct costs of operating the inaugural Coastal Christmas, a South Texas Winter festival, seconded by Board Member Trujillo, and passed unanimously.

G. PRESENTATION ITEMS:

8. Arena Maintenance and Capital Projects Update

Attachments: [Agenda Memo - Arena Maintenance and Capital Projects Update](#)
[Presentation - Arena Maintenance and Capital Projects](#)

President Harris deviated from the agenda and referred to Item 8.

Assistant to the City Manager Esther Velazquez presented the Arena Maintenance and Capital Projects Update.

There were no comments from board members.

7. Engineering Services Monthly Update - December 2018

Attachments: [December 2018 - Monthly Project Report Type A Final](#)
[Attachment 1 - FY 19 Seawall CIP projects](#)

President Harris deviated from the agenda and referred to Item 7.

Director of Engineering Services Jeff Edmonds presented the December 2018 Engineering Services Monthly Update.

Board members and Mr. Edmonds discussed the Type A workshop, planned for February 2019, to discuss Type A engineering projects.

F. AGENDA ITEMS:

6. Type A Board 2019 Annual Meeting Calendar

Motion to approve the 2019 Type A Meeting Calendar as Presented

Attachments: [Agenda Memo - 2019 Calendar](#)
[Type A Calendar 2019](#)

President Harris referred to Item 6.

There were no comments from board members.

Business Liaison Arlene Medrano presented the Corpus Christi Business and Job Development Corporation's (Type A) proposed 2019 annual meeting calendar.

Board Member Tamez made a motion to approve the 2019 Type A meeting calendar as presented, seconded by Board Member Guerra, and passed unanimously.

H. EXECUTIVE DIRECTOR COMMENTS:

President Harris referred to Executive Director Comments.

There were no comments from the Executive Director.

I. PUBLIC COMMENT

President Harris referred to Public Comment.

There were no comments from the public.

J. IDENTIFY FUTURE AGENDA ITEMS

President Harris referred to Identify Future Agenda Items.

Executive Director Constance Sanchez identified the following future agenda items: Del Mar contracts to be brought before Type A in January 2019; Parks and Recreation Miradors Maintenance update; and economic development and affordable housing quarterly reports.

A board member requested an update regarding monies committed to projects that are unspent.

K. ADJOURNMENT

The meeting was adjourned at 5:15 p.m.