



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
cctexas.com

Meeting Minutes

Corpus Christi Business and Job Development Corporation

Monday, May 18, 2020

2:30 PM

City 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 & Job 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 2:32 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.

NOTE: President Scott Harris and Board Members Leah Olivarri, Diana Summers, Lee Trujillo, John Valls (arrived at 2:34) and Alan Wilson participated by video conference.

Present: 7 - President Scott Harris, Board Member Leah Pagan Olivarri, Secretary Diana Summers, Vice-President Robert Tamez, Board Member Lee Trujillo, Board Member John Valls and Board Member Alan Wilson

C. PUBLIC COMMENT

President Harris referred to Public Comment. There were no comments from the public.

PUBLIC COMMENT - AUDIENCE AND PRESENTER SOCIAL DISTANCING AND PUBLIC TESTIMONY AND PUBLIC HEARING INPUT AT PUBLIC MEETINGS OF THIS BOARD/COMMISSION/COMMITTEE (Board). To reduce the chance of COVID-19 transmission, public meetings will be held in a manner intended to separate, to the maximum practical extent, audience and presenters from personal contact with members of Community, City Staff, and Boards. This meeting will be broadcast at cctexas.com/services/council-meeting-agendas-minutes-video. Public testimony and public hearing input for Public Comment and all items on the agenda at public meetings of the Boards should be provided in writing, in the form of an e-mail or by using the **PUBLIC COMMENT/INPUT FORM** located on the City Secretary's webpage (**PREFERRED METHOD**) and shall be e-mailed to NormaD2@cctexas.com no later than five minutes after the start of each meeting of the Board meetings. Testimony and/or public input shall be in accordance with the City Secretary's instructions, which shall be posted on the City Secretary Office's door and on the City website, and allow for electronic submission. The written public testimony shall be provided to members of the Boards prior to voting on measures for that meeting. Written testimony shall be limited in accordance with the City Secretary's requirements and shall be placed into the record of each meeting. This testimony shall serve as the required public testimony pursuant to Texas Government Code 551.007 and shall constitute a public hearing for purposes of any public hearing requirement under law. The meeting may be held telephonically or via videoconference. The public may participate remotely by following the instructions of the City Secretary at cctexas.com/departments/city-secretary.

D. MINUTES

1. Approval of Minutes of the April 3, 2020 Special Meeting and the April 20, 2020 Regular Meeting

President Harris referred to item 1, he asked for the approval for April 3, 2020 minutes and the minutes for April 20, 2020 were withdrawn. Mr. Wilson made a motion to approve the minutes for April 3, 2020 as presented, seconded by Mr. Trujillo, and passed unanimously.

E. FINANCIAL REPORT

2. Type A Financial Reports as of March 31, 2020

President Harris referred to Item 2. Director of Financial Services Heather Hurlbert presented the financial reports as of March 31, 2020.

Board Members and Ms. Hurlbert discussed the following topic: presenting the committed list on a monthly basis.

G. AGENDA ITEMS: (Closed)

H. PRESENTATION ITEMS:

4. Update on City's COVID-19 Small Business Recovery Loan Program and the City's Street Preventative Maintenance Program (SPMP)

President Harris deviated from the agenda and referred to item 4. Chief Financial Officer Constance Sanchez presented an update on the small business recovery loan program. Ms. Sanchez said on April 8, 2020, the City of Corpus Christi executed an agreement with the Lift Fund to establish a \$2 million loan program for small businesses impacted by COVID-19, (\$1.7 million was allocated for loans and \$300,000 for overhead). The Type A board allocated \$2 million of its funds to be transferred was to the City of Corpus Christi's Street Maintenance fund for arterial and collectors street work. In exchange the money budgeted in the general fund to transfer to the street maintenance fund to actually fund small business recovery program. Ms. Sanchez presented a list of streets and cost that would be funded by the Type A funds and the time frame when construction will start. The application process for phase one began on April 18, 2020 and as of May 14, 2020, 72 loans totaling \$1,397,217 have been funded and an additional 15 loans totaling \$305,000 scheduled to be funded this week and that will deplete the first tranche of funding of this program. Initially City staff had stated this program could fund 68 local business and actually have helped 87 small business. Ms. Sanchez presented the breakdown of the loans by sectors. Phase 2 of the small business recovery program was approved on April 21, 2020 in the amount of \$1 million with \$823,500 for loans and \$176,500 for overhead, the funds can be used once the funds in phase one are depleted. Phase 2 will work in the same process as phase one. The Type A Board initially approved \$2.5 million; however the City Council decreased the amount to \$1 million. Staff will request consideration for a phase 3 for the program in the amount of \$500,000 with \$411,750 for loans and \$88,250 for overhead. However the negotiated amount has not been agreed upon at this time.

Board members and Ms. Sanchez discussed the following topics: of the 87 businesses that were funded how, many are in the business of collecting sales tax; requested the actual approval rate; requested an intake list of how many people picked up an application and how many applied; the funds assisted more applicants since the businesses were not seeking the full \$25,000; the \$1.7 million will go back into the Dream Maker Fund, which is a loan opportunity for small businesses who are unable to get a conventional loan, and \$1 million will go back to the City of Corpus Christi when repaid; the amount of time for the funding to be processed; and possibly request a special meeting to add start phase 3 rather than approving more funds before phase two funds are depleted.

5. Supplement to Bi-Annual Update - Baseball Stadium

President Harris referred to item 5. Corpus Christi Hooks General Manager Wes Weigle presented the Bi-Annual updates for Whataburger Field.

Mr. Weigle stated there are no baseball games at this time, but are hopeful they will have some modified season. He stated currently Major League Baseball and the Player's Association are in negotiation. Mr. Weigle stated

they are busy with the capital improvements and presented the updates and time lines for the following: structural integrity; safety and security of the facility; equipment expiration; material expiration; and the quality consideration of City asset.

Board Members and Mr. Weigle discussed touring the facility to view the improvements that have been completed.

6. Engineering Services Monthly Status Report - May 2020

President Harris referred to Item 6. Director of Engineering Services Jeffrey Edmonds presented the Engineering Services monthly updates.

Mr. Edmonds stated the Sea Wall Capital repairs bid opened March 4, 2020, however they only received two bids for that project. The low bid was received from Digg Commercial. There was a large gap between the two bids and as they moved forward taking an award to Council, the executive leadership had some concerns about the company. They were not comfortable proceeding with the award, and they continue to work to determine the next move for the project; Sea District Water Features opened bids on April 15, 2020 and there were no bids received. Leadership had some conversations with a local contractor about presenting a proposal for the water feature. If they receive an acceptable bid, the next step will be a legal path to award the bid and avoid the advertising for another bid; City is currently in communication with the Port of Corpus Christi for their design input for the U.S. Army Corps of Engineers (USACE) & Science Museum Bulkhead Repairs project; staff is also working on a feasibility study and cost estimate for the Capital Improvement Plan (CIP) and will present an update at the next meeting.

Board Members and Mr. Edmonds discussed the following topics: when the Water Project was sent out for bid; and whether the City and Port are in discussion with the museum flood wall project.

F. CLOSED SESSION ITEMS:

3. **Executive Session pursuant to Texas Government Code § 551.071** and Texas Disciplinary Rules of Professional Conduct Rule 1.05 to consult with attorneys concerning legal issues related to potential small business economic development incentive agreement(s) involving the City of Corpus Christi, the United Corpus Christi Chamber of Commerce, the Port of Corpus Christi, Lift Fund, Inc., and/or other entities desiring to expand operations within the City of Corpus Christi and pursuant to **Texas Government Code § 551.087** to discuss or deliberate regarding commercial or financial information relating to some or all of the aforementioned matter(s) or entities that the Corporation seeks to have locate, stay, or expand within the City limits and with which the Corporation is conducting economic development negotiations and/or financial or other incentives involving said business prospect with possible discussion and action in open session.

President Harris referred to Executive Session Item 3. The Board went into executive session at 3:25 p.m. The Board returned from executive session at 4:09 p.m.

I. EXECUTIVE DIRECTOR COMMENTS:

President Harris referred to the Executive Director comments. City Manager Peter Zaroni stated they will be re-evaluating the meeting format for the City Council beginning in June and for the Type A and B meeting; and announced Ms. Medrano will leave the City's employment to spend more time with her family.

Board Members, Mr. Zaroni and Ms. Sanchez thanked Ms. Medrano for all her work and support and wished her well.

J. IDENTIFY FUTURE AGENDA ITEMS

President Harris referred to the Future Agenda Items. City Manager Peter Zaroni identified the following future items: June 15th meeting will discuss the adoption of the FY20/21 budget; percentages in the decline in sales tax and discussion involving trade internship.

K. ADJOURNMENT

There being no further business, President Harris adjourned the meeting at 4:13 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.*

This meeting may be held via videoconference call pursuant to Texas Government Code § 551.127. If this meeting is held via videoconference call or other remote method of meeting, then a member of this governmental body presiding over this meeting will be physically present at the location of this meeting unless this meeting is held pursuant to Texas Government Code § 551.125 due to an emergency or other public necessity pursuant to Texas Government Code § 551.045.