



# City of Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
cctexas.com

## Meeting Minutes

### Corpus Christi Business and Job Development Corporation

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Monday, February 19, 2018

4:30 PM

City Council Chambers

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**A. President Bart Braselton to call the meeting to order.**

President Braselton called the meeting to order at 4:33 p.m.

**B. Call Roll and Excuse Absences**

Assistant City Secretary Paul Pierce called the roll and verified that a quorum of the Board was present to conduct the meeting.

(Note: Mr. Guerra arrived at 4:55 p.m.)

Mr. Maldonado made a motion to excuse Mr. Guerra's absence from the January 15, 2018 Type A meeting, seconded by Mr. Trujillo and passed unanimously (Guerra - absent).

**Present:** 5 - Board Member Gabriel Guerra, President Bart Braselton, Vice-President Randy Maldonado, Secretary Lee Trujillo and Board Member Scott Harris

**C. MINUTES**

**1. Approval of Minutes of the January 15, 2018 Regular Meeting.**

President Braselton referred to approval of the minutes. Mr. Trujillo made a motion to approve the minutes, seconded by Mr. Harris and passed unanimously (Guerra - absent).

**D. FINANCIAL REPORT**

**2. Financial Reports as of December 31, 2017**

President Braselton referred to Item 2. Assistant Director of Financial Services Alma Casas presented the sales tax report; the commitment reports; cash flow statements; the pro forma; a detailed breakdown of expenditures; and the quarterly reports.

**AGENDA ITEMS:**

**7. Type A Agreement - CCREDC Program Management and Funding**  
Motion to approve an agreement between the Corporation and the City of Corpus Christi to fund services provided to the Corporation by the Corpus Christi Regional Economic Development Corporation in the

amount of \$125,000.

President Braselton deviated from the agenda and referred to Item 7. Assistant City Manager Keith Selman explained that the Type A Board approved funding for the Corpus Christi Regional Economic Development Corporation (EDC) in the amount of \$125,000 and a new funding agreement directly between the Type A Board and the EDC. The item was forwarded to City Council and concerns were raised regarding the City's agreement with the EDC and placing the EDC in a compromising position to have a potential conflict of interest. The purpose of this item is to approve a funding agreement between the Type A Board and the City of Corpus Christi to fund services provided to the Type A Board by the EDC.

Mr. Harris made a motion to approve Item 7, seconded by Mr. Trujillo and passed unanimously (Guerra - absent).

**E. CLOSED SESSION ITEMS:**

President Braselton referred to the day's executive sessions. The Board went into executive session at 4:39 p.m. The Board returned from executive session at 5:39 p.m.

- 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 economic development agreement(s) involving entities desiring to engage in educational development at or in the vicinity of Ayers Street, Baldwin Boulevard, the intersection thereof, or blocks adjacent to the listed streets and/or intersection; and pursuant to **Executive session 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, and possible action related to the aforementioned matters in open session.

This E-Session Item was discussed in executive session.

- 4. 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 economic development agreement(s) involving entities desiring to engage in commercial development at or in the vicinity of Saratoga Boulevard, Old Brownsville Road, the intersection thereof, or blocks adjacent to the listed streets and/or intersection; and pursuant to **Executive session 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, and possible action related to the aforementioned matters in open session.

This E-Session Item was discussed in executive session.

5. **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 economic development agreement(s) involving entities desiring to engage in commercial development at or in the vicinity of Belden Street, Mesquite Street, Broadway Street, Highway 181/I-37, Tanchua Street, the intersections thereof, or blocks adjacent to those streets and/or intersections; and pursuant to **Executive session 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, and possible action related to the aforementioned matters in open session.

This E-Session Item was discussed in executive session.

F. **AGENDA ITEMS:**

6. **Arena Facility Fund - Wi Fi Enhancement Project**  
Motion to approve a Wi Fi enhancement project at the Arena in an amount not to exceed \$249,550; appropriating an additional \$249,550 from the unreserved fund balance of the Arena Facility Fund No. 1130; and changing the FY18 operating budget to increase expenditures from \$6,766,781.38 to \$7,016,331.38.

President Braselton referred to Item 6. Assistant to the City Manager Esther Velazquez introduced new General Manager of SMG/American Bank Center Matt Blasy. Ms. Velazquez stated that the purpose of this item is to approve a Wi-Fi enhancement project at the Arena in an amount not to exceed \$249,550 to upgrade the technology infrastructure. Ms. Velazquez provided a brief overview of the current technology and the project scope.

Board members and staff discussed the following topics: that the expansion of the Wi-Fi technology would be dedicated to the American Bank Center Arena; whether free Wi Fi will be available to the public; Wi-Fi at the arena as a revenue generating opportunity; the extent of the Wi-Fi area and whether it

will accommodate users outside the facility; the vetting process for projects at the arena; that the current technology negatively impacts customer service at the arena; the return on investment; and the procurement process.

Mr. Trujillo made a motion to approve Item 6, seconded by Mr. Harris and passed unanimously.

**8. Small Business Agreement - Discussion of Internship Program**

Discussion and possible action relating to the Corporation's Guidelines and Criteria for Granting Business Incentives, specifically the approved internship programs and a consideration of potential for new internship programs.

President Braselton referred to Item 8. Mike Culbertson, Corpus Christi Regional Economic Development Corporation (EDC), stated that the purpose of this item is to discuss amending the Type A's Guidelines and Criteria for Granting Business Incentives to allow for the expansion of the internship program to include major businesses. Mr. Culbertson recommended amending the guidelines, under Section 8. Education/Skills Development, by deleting the second bullet in Section 8, subsection (h) that reads as follows: The internships must target job skills that are currently needed or will become needed within the next three years as identified by WorkForce Solutions. Mr. Culbertson explained that once the guidelines are amended, the internship agreements with Texas A & M University - Corpus Christi and Del Mar College will need to be amended to remove the limitation that the funds only be used for internships with small businesses.

Board members discussed the following topics: protection of small businesses; how well the internship programs are working for small businesses; the funds that have been committed, but unspent, by the internship programs; an explanation of the definition of small business qualifier; students missing opportunities to become interns for major businesses; the number of employees at QSR; and that the request to expand the internship program came from Del Mar College.

Mr. Harris made a motion to amend the guidelines by deleting the following language in Section 8, subsection (h): The internships must target job skills that are currently needed or will become needed within the next three years as identified by WorkForce Solutions; seconded by Mr. Guerra and passed unanimously.

**9. Seawall Fund - Marina Breakwater Project**

Motion approving the expenditure of funds not to exceed \$249,215 for the Marina Breakwater project at McGee Beach and recommending that City Council approve execution of a professional services contract with Lockwood, Andrews & Newnam, Inc. of Corpus Christi, Texas in the amount of \$249,215 for design, survey, bid and construction phase services.

President Braselton referred to Item 9. President Braselton announced that Mr. Harris was abstaining on this item. Director of Engineering Services Jeff Edmonds stated that the purpose of this item is to approve the expenditure of funds not to exceed \$249,215 for the Marina Breakwater project at McGee

Beach and recommend that City Council approve execution of a professional services contract with Lockwood, Andrews & Newnam, for the design, survey, bid and construction phase services. A board members asked questions regarding the shade structures and lighting.

Mr. Guerra made a motion to approve Item 9, seconded by Mr. Trujillo and passed unanimously (Harris abstained).

**G. PRESENTATION ITEMS:**

**10. Engineering Services Monthly Update - February 2018**

President Braselton referred to Item 10. Director of Engineering Services Jeff Edmonds presented the monthly Engineering Services projects update highlighting the Barge Dock repairs; the contract for the Salt Flats Levee Improvements; the Kinney and Power Street Pump Station improvements; and the Corpus Christi Museum of Science and History Floodwall.

After Mr. Edmond's presentation, the following topics were discussed related to the Corpus Christi Museum of Science and History Floodwall: the timeline for the project as part of the Capital Improvement Program; and the synergy and cost savings of the project.

**11. Mirador Maintenance Update - January - December 2017**

President Braselton referred to Item 11. Director of Parks and Recreation Jay Ellington stated that the purpose of this item is to provide an update on the Mirador Maintenance. Mr. Ellington discussed: the monthly inspections; preventive maintenance; the issues identified regarding water at Mirador numbers 1, 4, 5, 6 and 7; the water fountains at The Water's Edge park; and pump/circulation system problems at the water garden pool.

After Mr. Ellington's presentation, the following topics were discussed: the fountain/pool located outside of the arena; water fountains available along The Water's Edge park; removal of the water fountains at the Miradores; and whether the water fountain/pool fall under the Type A Board's purview.

**12. Affordable Housing - Landbank Discussion**

President Braselton referred to Item 12. Assistant City Manager Keith Selman stated that this item was placed on the agenda by President Braselton to discuss whether the Type A Board could consider Landbank activity and potential staffing for the project. President Braselton asked the Type A Board to consider the use of affordable housing funds to facilitate a process to bring unused, empty lots back on the property tax rolls. Director of Housing and Community Development Rudy Bentancourt was available to respond to questions.

Board members and staff discussed the following topics: information on the Type A Board's action to previously acquire lots; a mechanism to manage an inventory of lots; marketing lots for affordable housing; infill lots; whether studies have been performed related to the demand for lots; options to create incentives to entice infill development and create affordable housing;

consideration for the Type A Board to hire a full-time equivalent to facilitate the process of targeting lots in the real estate market and managing the process; identifying lots in close proximity to each other; the history of the property previously owned by the Type A Board on Marguerite Street; lots identified by Code Enforcement; owning the lots and facilitating the sale; and consensus of the Board to have staff come back with a proposal on how to fund the effort and its feasibility.

**H. EXECUTIVE DIRECTOR COMMENTS:**

President Braselton referred to Executive Director Comments. Executive Director Constance Sanchez reported on the following topics: the Type B Corporation meeting is scheduled for next month at 5:30 p.m. after the monthly Type A meeting; there are six sales tax workshop meetings scheduled in the State of Texas for members interested in attending; and review of communications regarding Type A and Type B accomplishments.

**I. PUBLIC COMMENT**

None.

**J. IDENTIFY FUTURE AGENDA ITEMS**

President Braselton referred to Identify Future Agenda Items. The following items were identified: potential action related to the day's executive sessions; an update on the capital improvement program changes related to the seawall; an item related to the American Bank Center; information related to whether the Type A funds can be used for the fountain/pool projects; a consultant for the Landbank; information on how the Marguerite Street property was acquired; and whether there are other cities in Texas that have a Landbank.

**K. ADJOURNMENT**

The meeting was adjourned at 6:38 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.*