



# 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, March 16, 2020

2:30 PM

City Council Chambers

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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 2:30 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.

**Present:** 6 - President Scott Harris, Board Member Leah Pagan Olivarri, Secretary Diana Summers, Vice-President Robert Tamez, Board Member Lee Trujillo and Board Member Alan Wilson

**Absent:** 1 - Board Member John Valls

**C. PUBLIC COMMENT**

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

**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 A Board February 17, 2020 Regular Meeting Minutes

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

**E. FINANCIAL REPORT**

2. Type A 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.

7. Presentation regarding an incentive agreement with a potential affordable housing project at 4017 Capitol Drive

President Harris deviated from the agenda and referred to item 7. Assistant City Manager Keith Selman said the purpose of this item was to present a potential agreement for an affordable housing project at 4017 Capitol Drive. Mr. Selman said the City issued a Request for Qualifications (RFQ), and there were four potential submitters. The Community Development Corporation of Brownsville (CDCB) was the sole respondent. Mr. Selman said the lot was a decommissioned park, approximately 1.95 acres in size, and currently zoned single-family residential. He said the lot has utilities, wastewater, fire hydrant accessibility, and was near grocery stores and businesses. The future land use map indicated an RM-1 Multi-family residential use. Mr. Selman stated staff was in the process of negotiating an agreement with the submitter and presented the critical path forward. He said rezoning may be required if lots are smaller than 6,000 square-feet. He said staff would convey to the developer that there will be some reversionary clauses in the agreement to ensure the development does occur. He said there will be a platting process, then home construction will begin, and the reimbursement will be on a production basis throughout the development process.

Board members, Mr. Selman, Mr. Bentancourt and Nick Mitchell Bennett with Come Dream Come Build (CDCB) (note: respondent changed company name) discussed the following topics: the preproposal conference was held on October 14, 2019; the RFP due date was November 11 2019; the size and cost of the homes; background information regarding CDCB; the 1,200 square-foot homes were estimated to cost \$177,000; with the buy-down assistance program, the developer was hoping to reduce the cost to \$130,000; how the RFP was advertised; some local developers did not receive an invitation to bid; the Type A Board would provide approximately \$150,000 to CDCB within 60 days after approval of project concept and scope of work; how the \$150,000 funding level was determined; whether the two-year timeline to complete the project was achievable; what additional funding could arise from the project; whether an homeowners association (HOA) is a requirement; remaining funds available for the homebuying and closing cost program; a design charette is planned for community input; current value of the homes in the area; and the purpose of the Corpus Christi Housing Finance Corporation and the nature of its funding

sources.

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

**G. AGENDA ITEMS:**

3. 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.

President Harris referred to Item 3. Assistant City Attorney Aimee Alcorn-Reed said the purpose of this item was a request that required a presentation or executive session so an item could be heard twice before the board votes on the item in certain circumstances. Ms. Alcorn-Reed recommended if the board choose that circumstances that they also provide for an emergency situation on future agenda items in order to act quickly.

No action was taken on item 3.

4. Motion approving amendments to the bylaws of Corpus Christi Business and Job Development Corporation to reflect changes made to the Articles of Incorporation (now known as Certificate of Formation) and to clarify the expiration dates of officers (President, Vice President and Secretary).

President Harris referred to Item 4. 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. Ms. Alcorn-Reed mentioned the other changes were moving from five to seven members and changing the fiscal year. The changes were done by staying in accordance with the certificate of formation so in the future if they change the certificate of formation they don't have to come back to change the bylaw again.

Mr. Wilson made a motion to approve Item 4, seconded by Mr. Tamez, and passed unanimously.

5. Motion authorizing the expenditure of an amount up to \$2,213.00 made available from the Business and Job Development Fund No. 1140 for the purchase and installation of a commemorative bronze plaque at Whataburger Field.

President Harris referred to Item 5. Assistant to the Director of Parks and Recreation Esther Velazquez said the purpose of this item was to approve the expenditures of \$2,213.00 for the purchase and installation of a commemorative bronze plaque at Whataburger Field.

Boards members and Ms. Velazquez discussed staff's recommendation to include last year's board members names on the plaque.

Mr. Wilson made a motion to approve Item 5, seconded by Ms. Olivarri. The motion passed with the following vote: Harris, Summers, Olivarri, Trujillo and Wilson, voting "Aye"; Tamez, voting "No".

**H. PRESENTATION ITEMS:**

**6. Bi-Annual Update - Baseball Stadium**

President Harris referred to Item 6. Assistant to the Director Parks and Recreation Esther Velazquez said the purpose of this item was to present the bi-annual update for the baseball stadium. Ms. Velazquez stated the 2020 Capital Improvements are: structural integrity; safety and security of the facility; equipment expiration; material expiration and quality consideration of city assets. Ms. Velazquez said Mr. Weigle stated the completion dates may change due to the COVID 19 requirements by Major League Baseball and the State of Texas; and announced the April 9th opening date has been delayed.

Board Members and Ms. Velazquez discussed the following topics: score board updates; contractors unable to complete some jobs due to the COVID 19 virus; and will bring back an update for the use of the \$3 million dollars.

**8. Engineering Services Monthly Status Report - March 2020**

President Harris briefly stepped out, Vice-President Tamez referred to Item 8. Director of Engineering Services Jeffrey Edmonds presented the Engineering Services monthly updates. Mr. Edmonds stated the following updates: Water's Edge Playground repairs were completed; Art Center & Art Museum Facilities Assessments will be one project for consideration for the Type A Seawall CIP funding; received bids for the Seawall Capital Repairs projects and will present to City Council for approval; restoration of Sea District Water Feature project is advertised for bids and still receiving projects for inclusion for the CIP.

**I. EXECUTIVE DIRECTOR COMMENTS:**

Vice President Tamez 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 A meeting schedule for April 20, 2020 will continue and will notify the board if changes occur.

**J. IDENTIFY FUTURE AGENDA ITEMS**

Vice-President Tamez referred to the Future Agenda Items. Chief Financial Officer Constance Sanchez identified the following future items: present the baseball field bi-annual update; and a quarterly report on affordable housing and economic development.

**K. ADJOURNMENT**

There being no further business, President Harris adjourned the meeting at 3:35 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.*