



City of Corpus Christi

1201 Leopard Street
Corpus Christi, TX 78401
cctexas.com

Meeting Minutes

Corpus Christi Business and Job Development Corporation

Monday, January 15, 2018

4:00 PM

City Council Chambers

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

President Braselton called the meeting to order 4:02 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. President Braselton requested that the discussion regarding excused absences be discussed at the end of the meeting.

(Note: Mr. Trujillo arrived at 4:12 p.m.)

Present: 4 - President Bart Braselton, Vice-President Randy Maldonado, Secretary Lee Trujillo and Board Member Scott Harris

Absent: 1 - Board Member Gabriel Guerra

C. MINUTES

1. Approval of Minutes of the October 16, 2017 Regular Meeting.

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

D. FINANCIAL REPORT

2. Financial Report as of November 30, 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; and a detailed breakdown of expenditures.

Board members discussed the following topics: the status regarding M&G Group and the fiscal year change from September to October in the arena fund regarding the transfer to visitors facility fund.

E. CLOSED SESSION ITEMS: (NONE)

F. AGENDA ITEMS: (ITEM 3-8)

3. Type A Board Annual Meeting Calendar

Motion to approve the 2018 Type A Board Meeting Calendar as presented.

President Braselton referred to Item 3. Business Liaison Alyssa Barrera stated that the purpose of this item is to adopt the meeting schedule for 2018. In addition to the Type A meetings, the Type B Corporation will begin in March 2018 or in the near future. Executive Director Constance Sanchez stated that Chairman Braselton is requesting to move the regular meeting time from 4:00 p.m. to 4:30 p.m.

Mr. Harris made a motion to move the regular meeting time from 4:00 p.m. to 4:30 p.m., seconded by Mr. Maldonado and passed unanimously (Guerra - absent).

Mr. Maldonado made a motion to approve the 2018 meeting schedule as presented, seconded by Mr. Harris and passed unanimously (Guerra - absent).

4. Type A Board Annual Report 2017

President Braselton referred to Item 4. Business Liaison Alyssa Barrera stated that the purpose of this item is to share the Annual Report for 2017 that was presented to the City Secretary's Office on behalf of the Type A Board.

Mr. Harris made a motion to accept the Annual Report for 2017, seconded by Mr. Maldonado and passed unanimously (Guerra - absent).

5. Sale of Type A Property - 1424 Marguerite

Motion approving a real estate sales contract ERF Real Estate, Inc. for the sale of real property located at 1424 Marguerite Street for \$9,000 and authorizing the president to execute the contract and any other documents necessary to close the transaction.

President Braselton referred to Item 5. Business Liaison Alyssa Barrera stated that the purpose of this item is to approve the sale of property owned by the Type A Board located at 1424 Marguerite Street. Staff received a request from a real estate group to purchase the property in order to better maintain the property. State law parameters were followed regarding the sale of the property and the buyer has offered full market value for the property.

Board members and staff discussed the following topics: information regarding previous Type A Boards not being satisfied with the documentation related to code violations and abatement; the proposed use for the property; and when the Type A Board purchased the property.

Mr. Harris made a motion to approve Item 5, seconded by Mr. Trujillo and passed unanimously (Guerra - absent).

7. Seawall Fund - Barge Dock Construction Contract

Motion approving the scope of the Barge Dock Improvement Project and recommending that City Council approve the execution of a construction

contract with Grace Paving and Construction, Inc., of Corpus Christi, Texas, in the amount of \$553,199.17 for the Barge Dock Improvements (Rebid) project for the total base bid plus additive alternates 1 and 2.

President Braselton deviated from the agenda and referred to Item 7. Director of Engineering Services Jeff Edmonds stated that the purpose of this item is to award a construction contract with Grace Paving and Construction, Inc. in the amount of \$553,199.17 for the Barge Dock Improvements Re-Bid project.

Board members and staff discussed the following topics: Grace Paving and Construction Inc. being the lowest, responsive, responsible bidder; the base bid being below the engineer's estimate; and limiting access to the barge dock.

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

8. Arena Marketing/Co-Promotion Fund Request - American Spirit Championship

Motion authorizing the expenditure of \$10,000 from Arena Marketing Co-Promotion Fund for American Spirit Championship competition.

President Braselton referred to Item 8. Darryl Meadows, Director of Operations - SMG, stated that the purpose of this item is to request \$10,000 from the Arena Marketing Co-Promotion Fund on behalf of American Spirit Championship to offset arena rental fees for their cheer competition.

Mr. Maldonado made a motion to approve Item 8, seconded by Mr. Harris and passed unanimously (Guerra - absent).

6. Affordable Housing - Amendment to Homebuyer Assistance Contract

Motion transferring \$100,000 in Fund 1140 Economic Development Fund from the Affordable Housing's "Available for Projects" balance to the Affordable Housing's "Homebuyer Assistance Program" balance; and authorizing the president to execute amendment No. 1 to the May 23, 2017 agreement with the City.

President Braselton deviated from the agenda and referred to Item 6. Director of Housing and Community Development Rudy Bentancourt stated that the purpose of this item is to amend the Homebuyer Assistance Program agreement in the amount of \$100,000. This motion will transfer \$100,000 from the Available for Projects balance to the Homebuyer Assistance Program balance and authorize the President to execute the amendment.

Board members and staff discussed the following topics: utilization of the funds; options to utilize the funds for an alternate program; the terms of the agreement expiring on March 30, 2018; the number of individuals waiting to be funded; and funding future affordable housing projects through the Type B Board.

Mr. Harris made a motion to approve Item 6, seconded by Mr. Maldonado and passed unanimously (Guerra - absent).

G. PRESENTATION ITEMS: (ITEMS 9-11)

9. Economic Development Update - September to December 2017

President Braselton referred to Item 9. Mike Culbertson, Corpus Christi Regional Economic Development Corporation (EDC), presented the quarterly report for major business incentives and small business projects.

Board members and staff discussed the following topics: the status of the Texas A & M - Corpus Christi Industrial and Civil Engineering project and Sitel project; communicating to the Board and the public the projects accomplished through the use of Type A funds; and the factors associated with Corpus Christi losing out to companies moving to other cities.

10. Affordable Housing Update - October to December 2017

President Braselton referred to Item 10. Director of Housing and Community Development Rudy Bentancourt presented the quarterly affordable housing update for October to December 2017.

Board members and staff discussed the following: the reimbursement of \$2,917.92; efficient use of the affordable housing funds; and the use of Type A funds with HOME funds.

11. Engineering Services Monthly Update - January 2018

President Braselton referred to Item 11. Director of Engineering Services Jeff Edmonds presented the monthly Engineering Services Projects update highlighting the following: Bayshore Park project; the Corpus Christi Museum of Science and History Floodwall; the Salt Flats Levee Improvements; McGee Beach Breakwater; and Kinney Street Pump Station Improvements.

Board members and staff discussed the following topics: coordination with the Port of Corpus Christi Authority regarding the Corpus Christi Museum of Science and History Floodwall; the estimated construction costs for the Corpus Christi Museum of Science and History Floodwall; the need to construct the Corpus Christi Museum of Science and History Floodwall to protect the entire flood protection system; McGee Beach Renourishment; and a request from a board member to provide a future presentation on the use of the sand in the boat basin.

B. Call Roll and Excuse Absences

President Braselton deviated from the agenda and returned to the discussion regarding excusing absences for board members. President Braselton requested that his absence at the October 16, 2017 be excused for medical reasons. President Braselton and Executive Director Constance Sanchez stated that Mr. Guerra was absent from the October 16, 2017 meeting due to an out-of-town conference.

Mr. Trujillo made a motion to excuse President Braselton's absence from the October 16, 2017 Type A meeting, seconded by Mr. Maldonado and passed

unanimously (Guerra - absent).

Mr. Harris made a motion to excuse Mr. Guerra's absence from the October 16, 2017 Type A meeting, seconded by Mr. Trujillo and passed unanimously (Guerra - absent).

H. EXECUTIVE DIRECTOR COMMENTS:

President Braselton referred to Executive Director Comments. Executive Director Constance Sanchez reported on the following topics: 1) The economic development sales tax will stop collecting funds at the end of March 2018; the Type A Board will continue to discuss the use of the economic development funds until the funds are expended; 2) The City Council will be discussing the creation of the Type B Corporation as a Future Agenda Item on January 16, 2018 and as an Action Item on January 23, 2018. The composition of the Type B Corporation includes: the five members of the Type A Corporation; Leah Olivarri; John Valls; and Council Member Michael Hunter as the City Council's Liaison. 3) The Type A Corporation meetings will begin at 4:30 p.m. beginning February 2018. 4) The new General Manager of the American Bank Center Matt Blasy will be introduced at the February 2018 meeting. Mr. Blasy and Assistant to the City Manager Esther Velazquez will be present at the February 2018 meeting to discuss the maintenance at the arena.

I. PUBLIC COMMENT

None.

J. IDENTIFY FUTURE AGENDA ITEMS

President Braselton referred to Identify Future Agenda Items. The following items were identified: a briefing on the Mirador and seawall maintenance; seawall capital projects; introduction of the new American Bank Center General Manager and a presentation regarding arena maintenance; a communication plan regarding the Type A projects and their contributions to the community; the Corpus Christi Regional Economic Development Corporation's contract regarding funding of \$125,000; and a report on the boat basin.

K. ADJOURNMENT

The meeting was adjourned at 5:13 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.*