



# 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, April 16, 2018

4:30 PM

City Council Chambers

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

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

**B. Call Roll and Excuse Absences**

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

Board Member Guerra made a motion to excuse President Bart Braselton's absence from the previous meeting, seconded by Board Member Harris, and passed unanimously (Board Members Trujillo and Maldonado - absent).

**Present:** 3 - Board Member Gabriel Guerra, President Bart Braselton and Board Member Scott Harris

**Absent:** 2 - Vice-President Randy Maldonado and Secretary Lee Trujillo

**C. MINUTES**

**1. Approval of Minutes of the March 19, 2018 Regular Meeting**

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

**D. FINANCIAL REPORT**

**2. Financial Report as of February 28, 2018**

President Braselton referred to the Financial Report.

Assistant Director of Financial Services, Alma Casas, presented the Financial Report as of February 28, 2018.

There were no questions from the board.

**E. CLOSED SESSION ITEMS:**

The Board went into executive session at 4:37 p.m. The Board returned from executive session at 5:03 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 Improvement Network Development Partners, L.L.C., NCC Development Partners, L.L.C., and/or other entities desiring to engage in commercial development at or in the vicinity of the corner of North Mesquite Street and Belden Street; 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, and possible action related to the aforementioned matters in open session.

#### Meeting Reconvened

President Braselton referred to the Executive Session.

President Braselton referred to Item 3 and asked Iain Vasey, Chief Executive Officer, Corpus Christi Regional Economic Development Corporation to come to the podium. Mr. Vasey and the board discussed the following: project details and the required renovations to convert the courthouse into a hotel; how the funds would be disbursed and the criteria that need to be met for the funds to be disbursed; the revenue that will be generated when the hotel opens and the financial benefit to the City of Corpus Christi.

The following motion was considered: Motion authorizing a business incentive agreement with Nueces County Courthouse Development Partners, LLC., in an amount not to exceed \$3,000,000 to be paid upon the issuance of a permanent certificate of occupancy by the City's Development Services Department for a completed hotel at the Old County Courthouse property located on the corner of Mesquite and Belden, contingent upon the creation of 25 new full-time jobs; and appropriating \$3,000,000 from the unreserved balance of the fund 1140 Economic Development Fund and amending the FY 2018 operating budget.

Board Member Guerra made a motion to approve, seconded by Board Member Harris and was passed and approved unanimously (Board Members Maldonado and Trujillo - absent).

#### F. AGENDA ITEMS (4-7):

##### 4. Type A Communications Services

Discussion with possible action to outsource Type A communication services

President Braselton referred to item 4. Director of Communication, Kim Womack presented the Type A Communications Services. Ms. Womack and the board discussed the following topics: the board's familiarity with the website;

public awareness of the board's accomplishments advertised on the site; the board's desired scope of work; publicity needs and social media; how the Type A site is managed; fiscal responsibility in the marketing budget; costs for the website and broadcasting of meetings; and a request for staff to return with a scope of work and a recommendation for vendors.

**5. Baseball Stadium Property Insurance Payment and Maintenance Budget**

Motion to approve funding property insurance payment for the Baseball Stadium with discussion and possible action to budget funding for maintenance

President Braselton referred to item 5. Director of Finance, Constance Sanchez presented the Baseball Stadium Property Insurance Payment and Maintenance Budget. Ms. Sanchez and board members discussed the following topics: funds "under 1140" tax revenue and projecting these payments into the future; insurance cost increase; where the money would come from; clarification on how these funds are used and if it falls outside of the intent; updates on condition and maintenance of the baseball stadium.

This item was postponed to be brought back to the board at the next meeting.

**6. Preliminary Discussion on FY 18-19 Seawall Capital Improvement Program Budget**

President Braselton referred to item 6. Director of Engineering Services, Jeffrey Edmonds presented the FY 18-19 Seawall Capital Improvement Program. Mr. Edmonds and the board discussed the following topics: combining the two flood walls; combining multiple projects historically listed in the Capital Improvement Program; if the Watergarden is considered part of the Seawall; if the "Pool" part of the seawall along Shoreline Boulevard in front of the arena could be considered part of the seawall; Bond Counsel's opinion that considering the "Pool" as part of the seawall was a risky proposition, and a reminder that Seawall Capital Improvement Program funds must be used for Seawall projects; relocating the vault for the "Pool" above ground; vetting projects to be paid for from the Capital Improvement Program Budget; the cost to fix the "Pool"; ways to improve existing structures as designed; and a request for staff to provide a future exhibit to be presented next month.

This item will be brought back to the board at the next meeting.

**7. Affordable Housing - FY19 Homebuyer Assistant Program Agreement**

Motion transferring \$320,000 in Fund 1140 Economic Development Fund from the Affordable Housing's "Available for Projects" balance to the Affordable Housing's "Homebuyer Assistance Program" balance in the amount of \$300,000 and to the Affordable Housing's "City of Corpus Christi - Reimbursement" balance in the amount of \$20,000 to reimburse the City for staff time in implementing the Program; and authorizing the president to execute an affordable housing services agreement with the City's Housing and Community Development Department.

President Braselton referred to item 7. Director of Housing/Community Development, Rudy Bentancourt presented the Affordable Housing - FY 19 Homebuyer Assistance Program Agreement. Mr. Bentancourt and the board discussed the following topics: change the \$20,000 limit to \$10,000; the process used to determine the funding given to buyers; a clarification that this is the same agreement previously approved, with the only changes being made to the HUD income and price guidelines.

Board Member Harris made a motion to approve the motion, seconded by Board Member Guerra and was passed and approved unanimously (Board Members Maldonado and Trujillo - absent).

**G. PRESENTATION ITEMS (8-11):**

**8. Arena Facility Fund Transfers Update**

Meeting Reconvened

President Braselton referred to item 8. Assistant to the City Manager, Esther Velazquez presented the Arena Facility Fund Transfers update. Ms. Velazquez and the board discussed the following topics: how the decision to use the funds is made; and how the funds are paid.

**9. Affordable Housing - Landbank Discussion**

President Braselton referred to item 9. Director of Housing/Community Development, Rudy Bentancourt presented the Affordable Housing - Landbank discussion. Mr. Bentancourt and the board discussed the following topics: lack of inventory for affordable housing; the issue of affordable lots; is the landbank a requirement; manpower to evaluate the land; sources to add to the land trust; suggestion to follow model of other cities who have already established landbanks; and bringing back the item when additional information is obtained.

**10. Affordable Housing Update - January to March 2018**

President Braselton referred to item 10. Director of Housing/Community Development, Ruby Bentancourt presented the Affordable Housing Update - January to March 2018. Mr. Bentancourt and the board discussed the following topics: how many applications were funded versus the amount of intakes; why were the intakes not funded.

**11. Economic Development Update - January to March 2018**

President Braselton referred to item 11. Mike Culbertson, Corpus Christi Regional Economic Development Corporation, presented the Economic Development Update - January to March 2018. There were no questions from the board.

**H. EXECUTIVE DIRECTOR COMMENTS:**

There were no comments from the Executive Director.

**I. PUBLIC COMMENT**

There were no comments from the public.

**J. IDENTIFY FUTURE AGENDA ITEMS**

President Braselton referred to identify future agenda items. Items presented for the Future Agenda were: Fiscal Year 2019 Budget; Quarterly Maintenance; scope of work for the Type A website; consider the changes to the articles of incorporation; cost to fix the "Pool"; landtrust roadmap; de-obligate funds; contract for the baseball park; Type A website link.

**K. ADJOURNMENT**

The meeting was adjourned at 7:44 p.m.