



# City of Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
cctexas.com

## Meeting Minutes - Final

### Corpus Christi Business and Job Development Corporation

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Monday, March 18, 2019

4:30 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 4:30 p.m.

**B. Call Roll and Excuse Absences**

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

Board Members Leah Olivarri and Lee Trujillo were absent.

**Present:** 5 - President Scott Harris, Board Member Gabriel Guerra, Vice-President Randy Maldonado, Board Member Robert Tamez and Board Member John Valls

**Absent:** 2 - Board Member Leah Pagan Olivarri and Board Member Lee Trujillo

**C. MINUTES**

**1. Approval of Minutes of the February 18, 2019 Meeting**

President Harris referred to item 1. Mr. Tamez made a motion to approve the minutes of the February 18, 2019 meeting, seconded by Mr. Guerra, and passed unanimously. (Board Members Olivarri and Trujillo - absent).

**D. FINANCIAL REPORT**

**2. Type A Financial Reports as of January 31, 2019**

President Harris referred to Item 2. Assistant Director of Financial Services Alma Casas presented the financial report as of January 31, 2019. There were no comments from board members.

**E. CLOSED SESSION ITEMS: (3 - 4)**

President Harris referred to the closed session. The Board went into closed session on items 3 and 4 at 5:03 p.m. The Board returned from closed session at 5:31 p.m. No action was taken on either item.

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 Citizens for Educational Excellence and/or other related entities desiring to provide job training within the City of Corpus Christi and possible action related to the aforementioned matters in open 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 LiftFund, Inc. and/or other related entities desiring to expand current operations at or in the vicinity of 3209 S Staples 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.

**F. AGENDA ITEMS:**

5. **De-Obligate Unused Grant Funds**

Motion to de-obligate a total amount of \$598,816.04, including \$98,816.04 from the Small Business Project grants left over from 2017-2018, which is made up of \$66,401.05 from the Del Mar College internship program and \$32,414.99 from the Texas A&M University - Corpus Christi internship program, and \$500,000 from the Sitel Business Incentive agreement and return the funds to the Type A Fund 1140.

President Harris referred to Item 5. Chief Operating Officer of the Corpus Christi Regional Economic Development Corporation Mike Culbertson discussed the de-obligation of unused grant funds. Staff is recommending the approval to return the de-obligated funds.

Mr. Tamez made a motion the approve the return of the de-obligated funds, seconded by Mr. Guerra, and passed unanimously.

(Board Members Olivarri and Trujillo were absent.)

**G. PRESENTATION ITEMS: (6 - 7)**

**6. March 2019 - Engineering Services Update**

President Harris referred to Item 6. Director of Engineering Services Jeff H. Edmonds discussed the informal workshop with some board members.

Mr. Edmonds discussed the monthly report for the current active projects and the selections for the RFQ, Science and History Museum and Corps of Engineer flood wall project and the Salt Flats Levee Improvements.

There were no comments from board members.

**7. Presentation - Seawall Steward Program**

President Harris referred to Item 7. Executive Director of the Downtown Management District Alyssa Barrera Mason presented the proposal of the Seawall Steward Program. Ms. Mason stated the presentation is geared towards questions that were asked by the board concerning the RIO and alignment objectives to the Seawall fund. Ms Mason stated if the discussion goes well, they hope to come back with a MOU so they can initiate and formal process and potentially get this in the FY2020 budget cycle.

Mike Gordon with the District Attorney's Office discussed their community partnership with the Seawall Steward Program.

Council members, Ms. Mason and Assistant City Attorney Aimee Alcorn-Reed discussed the following items: whether Type A funds can be used for the Seawall Steward Program; the budget used for clean up purposes; whether this was a short-term or long-term plan; and if a one-year commitment was an option; and who would oversee the project.

**H. EXECUTIVE DIRECTOR COMMENTS:**

President Harris referred to the Executive Director Comments. Executive Director Constance Sanchez discussed the following items: the dates of the Economic Development Sales Tax Workshops and a Joint workshop between the City Council and the Type A Board.

**I. 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.**

**J. IDENTIFY FUTURE AGENDA ITEMS**

President Harris referred to the future agenda. Executive Director Constance Sanchez identified the following future items: the Investment Policy for the Type A and Type B Boards will be discussed at next month's meetings; a Joint workshop between the City Council and Type A Board and an Affordable Housing Workshop are in the process of being scheduled.

**K. ADJOURNMENT**

There being no further business, President Harris adjourned the meeting at 5:42 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.*