

Minutes of the Brookshire Economic Development Corporation Meeting
November 7, 2024

The Brookshire Economic Development Corporation held a Regular Meeting on Thursday, November 7, 2024 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

Agenda Item #1: Call to order

The meeting was called to order by President, Eric Green at 5:34 p.m.

Agenda Item #2: Prayer.

President, Eric Green

Agenda Item #3: Pledge to the U. S. Flag

Everyone

Agenda Item #4 Roll Call

Present:

President, Eric Green
Secretary/Treasurer, Robert Richards
Director, Deniece Odie
Director, Maria Ugartechea

Also Present:

BEDC Administrative Assistant, Vickie Casto
Attorney, Thomas Ramsey

Absent:

Vice President, Quotatious Dunn
Director, Lyndon Stamps
EDC Coordinator, Joe Esch

Agenda Item #5 Public Comments.

N/A

Agenda Item #6 Consent Agenda:

- a. Approval of BEDC board meeting minutes for October 3, 2024**
- b. Financial Report**

Motion was made to approve the BEDC minutes for October 3, 2024 and the financial report.

Secretary/Treasurer, Robert Richards / Director, Deniece Odie

All For
Motion Carried

Agenda Item #7 Discuss and possible action of City of Brookshire Welcome Sign's. (Robert Richards)

Mr. Richards addressed the board and stated that this was budgeted and would like to discuss going out for bids for welcome signs on I-10 and pick a location east end of town, preferably down by Woods Rd.

Mr. Green asked Ms. Casto if she had record of the company that did the original signs and she replied yes.

There was discuss on the style.

Mr. Richards stated they needed some venders to come in and give them some designs.

Motion was made to have venders come and propose design for Welcome signs.

Secretary/Treasurer, Robert Richards / Director, Denice Odie

All For
Motion Carried

Agenda Item #8 Discuss and possible action rewording of Amphitheater sign. (Robert Richards)

Mr. Richards stated that the sign that is there now is actually a dedication sign. In his opinion it's more appropriate to have a sign that says City of Brookshire Amphitheater. The existing doesn't even have amphitheater on it.

Mr. Green stated he agreed. If it's paid with city or EDC funds it should be worded differently. He agrees that the wording should be changed.

Motion was made to reword the Amphitheater sign.

Secretary/Treasurer, Robert Richards / Director, Denice Odie

All For
Motion Carried

Agenda Item #9 Discuss and possible approval nominating candidates for the open EDC board position to be sent to city council for approval.

Mr. Richards, nominated Michael Todd Kosar.

Mr. Green and Attorney Ramsey discussed on the new application process and background check.

Mr. Richards stated that Erica, the city secretary had it on the city agenda to be approved, then asked Mr. Green if he wanted to wait.

Mr. Green replied he would accept his nomination and they'll present everybody before city council.

Motion was made to nominate Mr. Kosar for the open EDC board position to be sent to city council for approval.

Secretary/ Treasurer, Robert Richards / Director, Denice Odie

All For
Motion Carried

Agenda Item #10 Discuss and possible action regarding the EDC office being moved.

Mr. Richards stated that previous council had discussed moving the EDC office to the annex building behind the Dunnigan house. He wanted to talk about, what will the cost, what is the reasoning for it. They will have a staff member that'll be in an area alone so, that could be a safety hazard. Even if cameras are installed, who will be watch them to see if the employee is going to be safe? He wants to know if this is something reasonable to do.

Mr. Green stated he wanted to table this until they have a full board there to have a deeper discussion on it.

Discuss was made ref to having public works to get some estimates on it for the move.

Mrs. Gootee stated that it would be over \$50,000.

Mr. Richards stated they could table it; but he still would like to know the reason for it, and is it something they need to spend money on right now.

Tabled

Agenda Item #11 Discuss and possible action regarding replacement of Edward Armstrong's plaque. (Eric Green)

Mr. Green directed the board to their packet. He stated that there had been a plaque on a wall out in front with a full ceremony. This family paid for it and it was in dedication of Mr. Edward Armstrong. For whatever reason the previous board decided to remove the plaque and replace it with another sign. He is asking for this to be replaced as the family had intended then he read the plaque. He stated he does not know why the previous board decided to remove this as this is the community's history. He thinks by removing it was extremely disrespectful and he's asking for this to be replaced, and put back where it was originally.

Motion was made to place the Edward Armstrong's plaque back in its original place.

President, Eric Green / Secretary/Treasurer, Robert Richards.

All For
Motion Carried

Agenda Item #12 Discuss and possible action on Down Town improvements. (Robert Richards)

Mr. Richards stated the improvements he is speaking of are the sprinkler system and flower beds that's right in front of city hall. He would like to get bids to repair the sprinkler system and to also plant flowers in front of City Hall.

Mr. Green stated that the sprinkler system was on item #14.

Mrs. Gootee stated that the hold up was the sidewalk project as it's not finished.

Mr. Green stated he has spoke with Mr. Lasker today. He actually subcontracted it out to JB irrigation. They ran the PVC under the concrete and the second part is to finish where they left off. What he was told is the contractors tore up what was there, they left the pipe there so that needs to be completed. Then he asked if they had a time frame.

Mrs. Gootee stated by the first of the year.

Mr. Green suggested that they go out for bids on the repair that way that part will already be finished.

Mr. Richards suggested that they table it until they can get more detail. He added that originally the down town improvements were to add lighting and park benches, and garbage cans at the Amphitheatre area.

Mr. Green stated that the park benches that were actually in front of the convention center can no longer go there; because the sidewalk was made too small.

Discussion continued on placement of the benches.

Mrs. Gootee stated that the lighting was part of the sidewalk project.

No Action

Agenda Item #13 Discuss and possible action on beautification around City Hall.
(Robert Richards)

No Action

Agenda item #14 Discuss and possible action going out for bids for sprinkler system repair at City Hall.

No Action

Agenda item #15 Discuss and possible action going out for bids on audit. (Robert Richards)

Mr. Richards stated when he went to the EDC conference in Ft. Worth there is a particular document that they have to submit yearly to make sure they're in compliance. He and Stacey one day this week and they're all in compliance. He asked her how often they had to send that in and she replied once a year.

Mr. Richards stated seems as they are in compliance.

No Action

Agenda item #16 Discuss going out for bids for Hovas Park repairs.

Mr. Richards directed the board to their packet and stated there were quotes. This was going to be an ongoing process. He added that there were two ball fields that needs dirt work. There needs to be a stand-up freezer in the concession stand along with some locking cabinets to store equipment. This is on the EDC side. There are some repairs also on the city side ongoing as well. They received a quote for the locking cabinets, stand-up freezer and dugout. One of the dugouts needs some repairs. They are still waiting on quotes for the two baseball fields.

Motion was made to purchase cabinets, have one of the dugouts roof repaired, purchase a stand-up cooler.

Secretary/Treasurer, Robert Richards / Director, Deniece Odie

Mrs. Gootee asked what the cooler was for.

Mr. Richards explained it was for their drinks.

Mr. Green discussed the needed repair for the rollup door.

Discussion on having public works do some of the work.

Mr. Richards request it be done in a timely matter and if it will save money as they've received a bid of \$2,000.

Mr. Green asked Mrs. Gootee if she would get with public works and she agreed she would.

Motion was made to purchase a stand-up cooler, three locking cabinets for equipment and public works will entertain the other.

Secretary/Treasurer, Robert Richards / Director, Deniece Odie

All For
Motion Carried

Agenda item # 17 Discuss and possible action setting date, time and place for 2025 Business Retention and expansion program. (Quotatious Dunn)

Mrs. Dunn placed this on the agenda but she was not able to be here.

Mr. Richards stated that this item in the past, EDC would have business mixers for businesses here in town. This would be an opportunity for networking. He suggested to get it worked up for the cost, and have it here at the convention center. Then bring it back to the EDC board and council for review.

Mr. Green asked Ms. Casto to explain how it had been done in the past.

Ms. Casto explained how local businesses were invited and tables were setup around in the convention center if they wished to setup with their information. Finger food was served. Then as time moved on the locations was moved to different business locations within the city, a meal was served with a special speaker. Door prizes were given.

Mr. Richards again stated they could do a workup to bring back to the board and council for review.

Mr. Green added, get some dates and locations.

No Action

Agenda item #18 EDC Coordinators Report. (Joe Esch)

Mr. Green let the board know that Mr. Esch was not there.

Agenda item #19 Feature Agenda Items.

None at this time

Agenda Item #20 Executive Session

The Brookshire Economic Development Corporation will meet in a closed session pursuant to Title 5, Chapter 551, of the Texas Government Code for the purpose of: Economic Development Discussions under Section 551.087; Consultation with legal counsel under Section 551.071; Deliberations on real property under Section 551.072; and, Deliberations on personnel under Section 551.074.

Agenda Item # 21 Discussion & possible action on Executive session items if necessary.

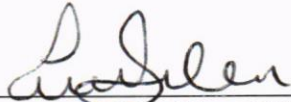
N/A

Agenda item #22 Adjournment.

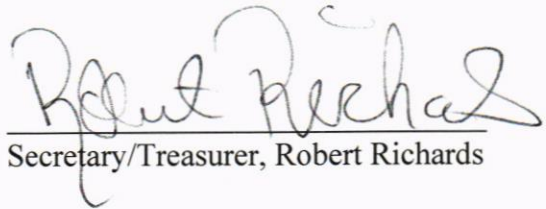
Motion was made to adjourn.

Secretary/Treasurer, Robert Richards / Director, Deniece Odie

Closed 6:13 p.m.



President, Eric Green



Secretary/Treasurer, Robert Richards

Prepared by Vickie Casto