

Minutes of the Brookshire Economic Development Corporation Meeting
March 6, 2025

The Brookshire Economic Development Corporation held a Regular Meeting on Thursday, March 6, 2025 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 5:30 p.m.

Agenda Item #2: Prayer.

Director, Lyndon Stamps

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

Everyone

Agenda Item #4 Roll Call

Present:

President, Eric Green

Vice President, Quotatious Dunn

Secretary/Treasurer, Robert Richards

Director, Deniece Odie

Director, Lyndon Stamps

Director, Maria Ugartechea

Also Present:

Attorney, David Olson

EDC Coordinator, Joe Esch

BEDC Administrative Assistant, Vickie Casto

Agenda Item #5 Public Comments.

N/A

Agenda Item #6 Consent Agenda:

a. Approval of BEDC board meeting minutes for February 6, 2025

b. February Financial Report (Stacey Gootee)

Ms. Dunn stated the only thing she was questioning was did they ever go out for bids on the lawn care services.

Mr. Richards stated they were still working on that; they were working with Ms. Connor.

Mr. Green asked if they had ever set a date on that.

Ms. Dunn stated there was no contract on file.

Mrs. Odie stated she had a question on IONOS. She wanted to know if that was an automatic payment.

Mrs. Gootee replied yes.

Mrs. Odie asked if there was any documentation, or shown on an invoice.

Mrs. Gootee explained the process how it came through e-mail.

Mrs. Odie asked on the bank statement, was that the correct bank balance.

Mrs. Gootee stated that was just the checking account and added that Vickie should be able to print out the other accounts. She continued to explain about the accounts, and again stated that Vickie had the capability to get the information.

Ms. Casto then reminded Mrs. Gootee that in order to get the information she needed her phone back as they were unable to download the program that she (Mrs. Gootee) said that she needed on her phone to access the password.

Mr. Richards confirmed that she (Mrs. Gootee) was currently getting her setup, there was some issues with the phone.

Mrs. Gootee agreed.

Motion was made to approve the BEDC meeting minutes for February 6, 2025 and February Financial Report.

Director, Lyndon Stamps / Vice-President, Quotatious Dunn

All For
Motion Carried

Agenda Item #7 Discuss and possible action regarding the invoices and bank statement. *(Deniece Odie)*

Mrs. Odie stated she had put this on the agenda; because at the last meeting she had asked for the invoices because they were not included nor was there a bank statement. She see's this meeting they have invoices and the only ones she does not see are IONOS, and that's the one she just questioned and was told its paid by credit card. Everything else she does see the bank statement and invoices are included. So, if they can continue to get the financial report like this, she does not have any problems.

No Action

Agenda Item #8 Discuss and possible action regarding payment request. *(Robert Richards)*

Mr. Richards stated this had to deal with petty cash. For what he hears the city use to use petty cash, and there was a decision made to not to use petty cash. He does not think the EDC department got the memo, there was nothing in writing that petty cash would not be used anymore so, EDC continued to use petty cash. Ms. Casto has some petty cash leftover, and they need to make the decision. If they're going to use it or not going to use it.

Mr. Green confirmed that Ms. Casto did not have a credit card.

Discuss on the credit card was requested but when it arrived, Ms. Casto's name was not spelled correctly.

Mr. Richards stated that the credit card had been requested.

Mrs. Gootee explained how the credit card would work.

Mr. Richards asked if EDC had a separate bank account at New First.

Mrs. Gootee explained that the EDC account was under an umbrella of the city.

Mr. Richards questioned that the New First name is under City of Brookshire so, EDC can't get a separate credit card with the EDC bank account.

Mrs. Gootee said she would have to ask.

Mr. Olson stated they could apply; they could talk with them to get a separate line of credit.

Mr. Richards asked that she verify that with New First. He then went on to explain how a credit card had been received but the name had been misspelled, when returned the first name is still misspelled. That's the issue now, and it's been sent back again now to be corrected. So, they don't have to send it back a third time, could they verify that it can be under EDC instead of the City of Brookshire with the correct first and last name?

Mr. Olson asked to see if they could put Brookshire Economic Development on the card linked to the same account, he can't imagine that would be an issue.

Mr. Green stated if he was not mistaken, EDC in the past had always had a credit card and he doesn't see why it would be an issue this go around.

Mr. Stamps stated he believed at this moment if the city is going to do away with petty cash, then the economic development board should follow the same standards, and do away with them as well.

Mrs. Odie asked Ms. Casto if she had received her reimbursement?

Mrs. Gootee stated she had sent the auto deposit to her account.

Ms. Casto stated that she had not received it.

Mrs. Gootee insisted it was sent to her bank account.

Ms. Casto stated she had not seen it; but would look at her account again.

Mr. Richards said they would get rid of petty cash; that's the reason for the credit card.

Ms. Casto will turn in whatever cash she has ... make sure she's paid back if she's spent anything and get it all reconciled out so they can move away from petty cash. That's the point of having it on the agenda.

Motion was made to get rid of the petty cash.

Secretary/Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Mr. Green asked Ms. Casto when she checked for her reimbursement to let them know.

Agenda Item # 9 Discuss and possible action going out for bids on the Hovas park Club House. *(Robert Richards)*

Mr. Richards stated he had met with the public works director and a vendor at the park to look at the club house. The sheetrock and the walls are not insulated behind the sheetrock, redo the flooring, redo the kitchen paint and bring it up to date to make it presentable. The bid came in for about \$70,000. The AC needs repair but it's not too bad, it only needs a compressor. He would like to make the motion to move forward, this clubhouse is the City of Brookshire property and needs to be repaired. They need to maintain the property here. It's a good place that could be rented out for the citizens, churches or whatever an event that someone would like there. He thinks this would be a good benefit for the citizens.

Mr. Green asked Ms. Richards if she knew where any of the paperwork was for when they use to rent out the Willard Johnson Center. He stated that it use to be rented out years ago and they stopped for obvious reasons. He does agree with Mr. Richards, that it does need to be overhauled.

Ms. Dunn asked if the \$70,00 was going to bring it up to standards where they can start renting it out or is it going to be more.

Mr. Richards stated that the \$70,000 would bring it up to standards; but there was some plumbing work that needs to be done; but nothing major. This is just to do the renovation of the interior, and of course there is still AC work and minor plumbing work that's insignificant.

Ms. Dunn confirmed that they were officially going to go out for bids.

Mr. Richards stated the AC work could be done in-house.

Motion was made to move forward with renovation of the Hovas Park Club House

Secretary / Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item # 10 Discuss and possible action going out for bids on getting tables, benches and restrooms for the amphitheater. (Quotatious Dunn)

Ms. Dunn stated that they had invested a lot of money in the amphitheater and right now they are literally using it twice a year. Her vision is to see people coming down town enjoying that space. She added that the restrooms came up, there are no restrooms. The only way they can use the restrooms are to go to the convention center. That's where the restrooms came from with her and to go out for that and for the tables and benches.

Mr. Richards asked her if she had a quote and she replied no she did not.

Mr. Stamps said basically she just wanted to go ahead and move forward

Mr. Olson stated that they were not under the same procurement law as the city. He then asked them if they wanted an engineer or architect to come look at it or had they done that already?

Mr. Richards stated that the restrooms are in his opinion a bit of concern because they're going to have to have plumbing sewer ran to it. So, maybe it would be best to have an engineer to come and give them a quote, then come back and revisit it.

Ms. Dunn ask if there was not water already in the...

Mr. Richards said he didn't think they would use the restrooms inside the museum.

A resident was telling how water and sewer was at the museum and they could tie into it.

Mr. Richards stated that why they need to have the engineer come and look at it and give them a quote for the project.

Mr. Olson stated he didn't know if they used the cities engineer as well; but he would have to look to see how that arraignment is done. They probably have general engineering services for the city and not them; but they could utilize it through the city.

Mr. Green said in the meantime he would get some information. At the TML conference, there was a company there that prefabbed restrooms for occasions just like this. They would actually bring it and drop it in.

Mr. Richards stated to make sure its ADA compliance.

Motion was made to seek a proposal from the engineers to design and give a bid for restrooms, benches and tables.

Vice President Quotatious Dunn / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item # 11 Discuss and possible action having the Donigian history printed for display in the Donigian Museum. (Robert Richards)

Mr. Richards stated that the Donigian house had a long history behind it. He thought as the museum gets developed, and hopefully one day it will get developed that the history of the house will be printed on a large scale and placed inside. There's a lot of history that they don't want to lose.

Ms. Dunn asked if there were any plans of redoing the museum? The last time she went it was Mr. Green stated that would be on #12.

Motion was made to have the Donigian house history printed on large scale so it can be placed on the inside of the museum.

Mr. Green asked Ms. Casto if she could find them a few options to choose from putting it on a large scale so it can be put in there, she replied yes.

Secretary / Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item #12 Discuss and possible action addressing the drainage and flooding at the Donigian Museum. (Robert Richards)

Mr. Richards stated that his understanding, there was a grant to take care of the flooding that was there at the Donigian Museum. They can't move forward with doing any types of repairs inside of the museum because it floods over there really really bad. Right now, the floor level is down to the studs inside; because it flooded one time before. So, his motion is to go out and explore options for another grant, or go back and find out what happened to the original grant that was awarded to this project. If they can do that to take care of the flooding, then at some point in the future they can move forward to turn it into a real museum; because right now no one can enjoy it. It looks pretty on the outside; but its not usable on the inside.

Motion was made to find out what happened to the original grant, and if it's no longer active, then try to go out and pursue another grant.

Ms. Dunn asked Ms. Casto did they not approve an invoice on this already?

Ms. Casto stated that the grant was to repair the sidewalk and drainage; but that project had been moved across the street.

Ms. Dunn thought it was an EDC project.

Mr. Richards stated he didn't know if that was an internal thing that their attorney could do. There was a grant awarded so, they need to find out what happened to the original grant...is it still active or what process they need to do to pursue a new grant.

Ms. Dunn added to see if any EDC funds were used.

Secretary / Treasurer, Robert Richards / Quotatious Dunn

All For
Motion Carried

Agenda Item #13 EDC Coordinators Report (Joe Esch)

Mr. Esch addressed the board and went over his report. He spoke of project Electric Stone, that he sent out an agreement; but he is still waiting on comments from their corporate. They promised a reply by early March and here it is early March. He will follow up with them again. In the meantime, they are proceeding in their design and development for their headquarters.

The business park is on hold until they can find a user. They have 26 acres to develop, before they spend any amount of funds to develop, they need a tenant to make it liable.

Mr. Richards asked what business park this was.

Mr. Esch could not remember the location.

Mr. Richards asked if this was new and Mr. Esch replied no.

Mr. Esch added that they had several conversations about it; but he still could not remember the name of the street. He stated they had talked about where 11th street had to be developed and tied into a large acreage.

Mr. Green asked if it was 12th street and Mr. Esch stated that was it, he was off a street.

Mr. Esch continued and said they had come in wanting to make a park and wanted to know if we would be interested in helping with the infrastructure of 12th street. He continued to explain the project.

Mr. Richards wanted to know what was going to happen to that request for 12th street. He thought they were asking the city to do some modification, and wanted to know if that was the project. They wanted the city to wide or pave the street?

Mr. Esch stated both because if it's a business park, it will have heavy trucks on it. He continued to explain the different ways the owners of the company and the owners of the property might develop the property.

Mr. Richards asked what was going to happen to the request for 12th street? He thought they were asking the city to do some modifications. Widen or pave it?

Mr. Esch replied both; because it would be a business park with heavy trucks on it. He added that conservation had not been had. So, the process would be once they come in and have a real deal then he could tell them what it is. They would work through the cities engineers to determine the impact of that project.

Mr. Richards, stated before he comments to this deal, when he goes out do all these negotiations, be sure to include the cost to widening 12th Street; because it's going to be expensive. Road repairs are very expensive and the city may not be able to afford it.

Mr. Esch told Mr. Richards he was making an assumption. He will come to them in the initial start before any of that happens. He then continued to explain how he would process the agreement.

Mr. Richards stated, his advice to him and not an assumption to do his homework first ... to get all the cost that the city would pay and then come to them.

Mr. Esch then move onto the TESLA project and stated that would be on the city council agenda. He added that he had been working with the county to make sure they were aligned. The county approved their abatement today, it's contingent upon weather or not the city approves it. If the city does not approve it, the project is dead. They are looking at roughly six million dollars to be made in Brookshire with approximately 2,000 jobs. He explained how this was better than a 380.

Mr. Richards stated he thought it was good project; but he had a problem with the mutual respect of how it was done. He added that this was a very long agreement, it did not come to them in a timely manner to review. They've not had time to look at the terms to make sure they were good or bad terms. It's going to start in 2026 and end in 2035.

There is no increment increase in the taxable incentive for the city in that time period.

So, the same amount of money that they are not gaining from 2026 all the way to 2035.

He believes it could have been done a little bit better. Over the years, he would have like to have seen that they get 45, 50%, 60% all the way to 100% in 2025. So, now they have ten years of the flat amount plus ... Mr. Esch tried to interrupt as Mr. Richards continued.

Mr. Richards stated he saw on the news this morning that this project was finished and approved and it hadn't got to council for final approval. He didn't see any credit given to the city of Brookshire for that project starting right here. They are paying him (Mr. Esch) for their best interest.

Mr. Esch asked if he was accusing him of something.

Mr. Richards replied no, that they were paying him for their best interest, to look out for the city of Brookshire, their image and their repetition...

Mr. Esch asked how did he cause the problem? He's not responsible for what this county says, and he's not responsible for what Vince Yokum says ...

A confrontation continued.

Mr. Richards stated the point in this was, he would have like for someone to bring that agreement to him way in advance for review ... it's very long, about 5-6 pages. He's not saying he did a horrible job. He's saying that agreement get brought to them in a timely manner so they can properly review it, talk about the terms before it put out there and put on the media. His understanding things are not approved until they are approved and they've not approved it yet; but the media says it's done.

Mr. Esch stated the media can say a lot of things and he's not accountable for what the county says or Vince Yokum says, he's not responsible for anything he can't control nor will he take criticism for it.

Mr. Green asked him if he had anything else.

Mr. Esch stated he had two things. He spoke on the Ace Hardware, and stated that they had contacted him last Tuesday. They are looking at a project that on FM 359 that would be a 17,000 sq. ft. building with a 72 sq. ft. lumber yard. They are looking at about 4-million-dollar investment. They anticipate about 3 million dollars of taxable sales which is about \$70,000 a year. They will be coming to the city to see if there are some off sets that they might consider. He did not have an application from them; but he wanted to give them heads up that would be coming. That is the process that he follows. This is one of their larger stores, they believe this will be one of their largest investments.

He then moved on to the Grundfos project and stated he had received an application from them. It looks to be about a 44-million-dollar investment, with accentuality 40 new jobs because it would be next to their headquarters. This will be what they call a lead certified building so, this building within itself would be targeted towards environmentally friendly and that's very important to that company.

He then stated that the board had asked about the Katy Chamber.

Mrs. Odie then wanted to ask about Grundfos. She asked if the abatement was with Waller County EDC or with Brookshire.

Mr. Esch stated that the tax abatement can be with both. He added that the county will not typically take the lead and provide a tax abatement within a municipality. The tax abatements have to be approved by the city and county for the business to receive the abatement from both incentives. That abatement has not been approved, this is a start of a project considering that would begin by the end of this year. He continued to explain the process.

He them move on to report on Christ Clinic. They would like to schedule with this body and the city council to tour their facility. He has toured their facility and it has basically 25 years of history in the area. They will work with businesses like the school district, a workforce where they can't support co-pays to provide healthcare at reduced cost.

Ms. Dunn asked if they were interested in building a building.

Mr. Esch stated that they had just opened a new location

Mr. Richards stated they had a grand opening in Katy about a week ago.

Ms. Dunn asked if they just wanted to network with them.

Mr. Esch stated they just wanted them to know what all they offer for the community.

Agenda Item #14 Future Agenda Items.

Mr. Green asked each board member for their future agenda items.

Mrs. Odie, no

Mr. Roberts, would like to re-visit the Brookshire "Welcome" sign.

Ms. Dunn, no

Mr. Stamps, no

Ms. Ugartechea, no

Agenda Item #15 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.

Went into session at 6:13 p.m.

Came out of session 6:32 p.m.

Agenda Item # 16 Discussion & possible action on Executive session items if necessary.

6:33 p.m.

Ms. Dunn announced that she was stepping down as the Vice-President of the EDC Board. She then thanked them.

Motion was made to except Ms. Dunn's resignation.

Director, Lyndon Stamps / Secretary/Treasurer, Robert Richards

All For
Motion Carried

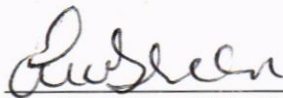
Agenda item #17 Adjournment.

Motion was made to adjourn.

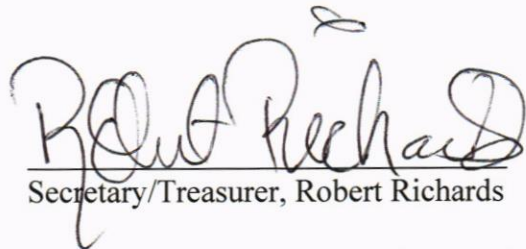
Director, Lyndon Stamps / Secretary, Treasurer, Robert Richards

All For
Motion Carried

6:34 p.m.



President, Eric Green


Secretary/Treasurer, Robert Richards

Prepared by Vickie Casto