

Bill Schick, President
Jessie Brantley, Vice President
Matt Sabatier, Secretary/Treasurer
Collin Coker
Rachel McMurray



Sean Skipworth
Walter Wilson
Courtland Holman
DEDC Executive Director
Landis Adams,
DEDC Deputy Director

MINUTES

**Dickinson Economic Development Corporation
City of Dickinson Council Chambers
4403 Highway 3
Dickinson, TX 77539
Monday, June 13, 2022 at 6:30 PM**

1. CALL TO ORDER AND CERTIFICATION OF A QUORUM

The meeting was called to order and roll was taken by Rachel McMurray at 6:30 p.m. The following board members were present:

Bill Schick, Jessie Brantley, Collin Coker, Rachel McMurray, and Sean Skipworth

Also present were:

Courland Holman and Brandon Davis.

2. INVOCATION & PLEDGE OF ALLEGIANCE

Jesse Brantley led the invocation and the Pledge of Allegiance to the United States.

3. PUBLIC COMMENTS

At this time, any person with business related to the Dickinson Economic Development Corporation may speak to the Board. Anyone wishing to speak should inform the board of their name. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker. In compliance with the Texas Open Meetings Act, the Board may not deliberate or take action on items not appearing on the agenda but may consider placing an item on a future agenda if deliberation is necessary.

There were no public comments.

4. CONSENT AGENDA

The following items are considered routine by the Dickinson Economic Development Corporation and will be enacted by one motion. There will not be a separate discussion on these items unless requested by a Board Member, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

- 4.A *Approval of the Minutes from the DEDC's Regular Meeting held on May 9, 2022.*
- 4.B *Approval of April 2022 DEDC Account Statements for Texas First Bank and*
- 4.C *Approval of DEDC Financial Report received from City of Dickinson CFO Harrison Nicholson for the month ending April 30, 2022.*
- 4 *Approval of the request received from City of Dickinson CFO Harrison Nicholson to transfer May 2022 Payroll funds from the DEDC's operating account into the City of Dickinson's operating account.*

1st – Sean Skipworth made a motion to approve the Consent Agenda as presented.

2nd – Collin Coker seconded the motion.

Vote:

4 AYES (Bill Schick, Jessie Brantley, Collin Coker, Rachel McMurray, and Sean Skipworth)

0 NAYS

Motion passed all-in-favor.

Items 5 & 6 were moved to 12 A & B for Discussion and Possible Action after Executive Session.

5. **DISCUSSION AND POSSIBLE ACTION CONCERNING**

Approval of the Administrative Services Contract between the City of Dickinson and the Dickinson Economic Development Corporation.

6 **DISCUSSION AND POSSIBLE ACTION CONCERNING**

Approval of the amended Dickinson Economic Development Corporation's Bylaws as approved by Dickinson City Council.

7. **PUBLIC HEARING, DISCUSSION, AND POSSIBLE ACTION**

Approval to hire Public Management for the Administrative Services orchestration of the EDA Grant for construction of the Public Parking Structure not to exceed \$175,000.

Courtland Holman explained the purpose of using Public Management to monitor the EDA grant process for the Water Street Project. Theo Melancon also explained further the importance of proper grant monitoring for proper compliance and auditing purposes.

The Board had a few questions and there was a brief discussion.

Bill Schick opened the Public Hearing.

Hearing no comments, the Public Hearing was closed.

1st- Sean Skipworth made a motion to approve to hire Public Management for the Administrative Services orchestration of the EDA Grant for construction of the Public Parking Structure not to exceed \$175,000.

2nd – Jessie Brantley seconded the motion.

The motion passed all-in-favor.

8. **DISCUSSION AND POSSIBLE ACTION CONCERNING:**

Authorization to pay off the loan amount of the Trust for the Benefit of the Claire Silverman account up to \$288,207.82 for the I-45 South Sussan/Walmart Property.

Bill Schick said that this is the absolute final pay-off, that we have been paying for 10 years, that it has to be paid off before conveying any of the property, and it was budget, but he was not sure of the amount that was budgeted.

Harrison Nicholson explained how the amount was calculated and that it had been approved by the board and by Council.

1st- Sean Skipworth made a motion to approve to pay off the loan amount of the Trust for the Benefit of the Claire Silverman account up to \$288,207.82 for the I-45 South Sussan/Walmart Property.

2nd- Collin Coker seconded the motion.

The motion passed all-in-favor.

9. **PUBLIC HEARING, DISCUSSION, AND POSSIBLE ACTION**

Approval of the Proposal received from Core Distinction Group, LLC for the Comprehensive Hotel Market Feasibility Study for the City of Dickinson.

Courtland Holman gave a brief description of the how they chose Core Distinction Group, LLC. The cost will be \$15,000.

The board had a few questions and a brief discussion ensued.

Bill Schick opened the Public Hearing.

Hearing no comments, the Public Hearing was closed.

1st- Jessie Brantley made a motion to approve the Proposal received from Core Distinction Group, LLC for the Comprehensive Hotel Market Feasibility Study that will assist in the creation of primary jobs for the City of Dickinson.

2nd- Collin Coker seconded the motion.

The motion passed all-in-favor.

10. **CONSIDERATION AND DISCUSSION**

Kendig Keast Collaborative (KKC) contract to provide professional ordinance writing and planning services in creating a Unified Development Code (UDC) and land use for the City.

Walter Wilson joined the meeting at approximately 6:24 p.m.

Theo Melancon gave a briefing about land use and the need for profession ordinance writing and planning services and the creation of the Unified Development Code (UDC). There were some questions from the board and a discussion ensued.

11. EXECUTIVE (CLOSED) SESSION(S)

Board President's Statement:

The time is now 7:06 p.m. and the Board will now hold a closed executive meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

10.A Texas Government Code Section 551.071 - Consultation with attorney regarding pending litigation and matters in which the duty of the Dickinson Economic Development Corporation attorney requires to be discussed in closed meeting.

10.B Texas Government Code Section 551.072 - DELIBERATION REGARDING REAL PROPERTY: purchase, exchange, lease, or value of real property - discuss possible acquisition of real property.

10.C Texas Government Code Section 551.087 - Discussion or Deliberation regarding Economic Development opportunities.

12. RECONVENE

The time is now 9:13 p.m. and hereby close the Executive Session of The Dickinson Economic Development Corporation and do hereby reconvene the open session.

12A – (Moved from Item 5) DISCUSSION AND POSSIBLE ACTION CONCERNING

Approval of the Administrative Services Contract between the City of Dickinson and the Dickinson Economic Development Corporation.

1st- Walter Wilson made a motion to approve the Administrative Services Contract between the City of Dickinson and the Dickinson Economic Development Corporation.

2nd- Sean Skipworth seconded the motion.

The motion passed all-in-favor.

12B – (Moved from Item 6) DISCUSSION AND POSSIBLE ACTION CONCERNING

Approval of the amended Dickinson Economic Development Corporation's Bylaws as approved by Dickinson City Council.

1st- Sean Skipworth made a motion to approve the amended Dickinson Economic Development Corporation's Bylaws as approved by Dickinson City Council.

2nd- Walter Wilson seconded the motion.

Jessie Brantley asked since the corporation is a 501 © 3 does the dissolution clause fit the requirements? A brief discussion ensued.

Collin Coker suggested a change to Article 4, Corporative Finances, Section 4.02 to strike the last sentence;

“..the funds of the corporation may be deposited or invested in the same accounts in depositories as the City funds but shall be separately accounted for as Corporation funds.”

1st- Sean Skipworth made an amended motion to approve the amended Dickinson Economic Development Corporation's Bylaws as approved by Dickinson City Council, striking the last sentence of Article 4, Corporative Finances, Section 4.02, that reads, “..the funds of the corporation may be deposited or invested in the same accounts in depositories as the City funds but shall be separately accounted for as Corporation funds.”

The motion passed all-in-favor.

13. DISCUSSION AND POSSIBLE ACTION CONCERNING:

Matters discussed in Executive Session

1st – Sean Skipworth made a motion to authorize Lance to move forward with real estate negotiations as discussed in Executive Session.

2nd- Collin Coker seconded the motion.

Motion passed all-in-favor.

1st – Sean Skipworth made a motion to authorize an appraisal of the property discussed in Executive Session.

2nd- Collin Coker seconded the motion.

Motion passed all-in-favor.

14. DISCUSSION AND POSSIBLE ACTION CONCERNING:

A RESOLUTION OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION WITH RESPECT TO THE ISSUANCE OF INDUSTRIAL REVENUE BONDS TO FINANCE FACILITIES FOR GENESIS CONSOLIDATED INDUSTRIES, INCORPORATED

1ST- Jessie Brantley made a motion to approve a resolution of the Dickinson Economic Development Corporation with respect to the issuance of Industrial Revenue Bonds to finance facilities for Genesis Consolidated Industries, Incorporated.

The motion passed all-in-favor.

Jessie Brantley left the meeting.

The board now moved to Item 13.

15. **EXECUTIVE DIRECTOR'S NOTES**

16. **BOARD MEMBER COMMENTS**

There were no board member comments.

17. **FUTURE AGENDA ITEMS**

Email any future items to Bill Schick.

18. **ADJOURNMENT**

1st – Sean Skipworth made a motion to adjourn.

2nd – Collin Coker seconded the motion.

The motion passed all-in-favor.

The time is now __9:25__ p.m. The meeting is adjourned.



Bill Schick, President

ATTEST:



Ann Williams, Deputy City Secretary