

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, August 8, 2022, at 6:30 PM**

1. CALL TO ORDER AND CERTIFICATION OF A QUORUM

Bill Schick called the meeting to order at 6:30 p.m. Matt Sabatier called roll, certifying a quorum.

The following members present were: Bill Schick, Jessie Brantley, Matt Sabatier, Collin Coker, Rachel McMurray, Sean Skipworth. (Walter Wilson arrived at 6:52 p.m.)

Also present were: Courtland Holman, Landis Adams, Ann Williams, and Brandon Davis

2. INVOCATION

Matt Sabatier gave the invocation

3. PLEDGE OF ALLEGIANCE

Matt Sabatier led the pledge of allegiance

4. PUBLIC COMMENT

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.

5. 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.

5.A *Approval of the Minutes from the DEDC's Regular Meeting held on June 13, 2022.*

5.B *Approval of June 2022 DEDC Account Statements for Texas First Bank and TexPool.*

5.C *Approval of DEDC Financial Report received from City of Dickinson, CFO, Harrison Nicholson for the month ending June 30, 2022.*

5.D *Approval of the request received from the City of Dickinson, CFO, Harrison Nicholson to transfer June 2022 payroll funds from the DEDC's operating account into the City of Dickinson's operating account.*

5.E *Approval of the request received from the City of Dickinson, CFO, Harrison Nicholson to transfer Third Quarter FY 2021/2022 funds from the DEDC's operating account into the City of Dickinson's operating account.*

1st -Jesse Brantley made a motion to approve the consent agenda as presented.

2nd -Sean Skipworth seconded the motion.

Motion passed, all-in favor.

6. CONSIDER AND POSSIBLE ACTION CONCERNING:

6.A *Consider and take action to approve a funding request for the Red, White, and Bayou 2022 Cookoff and Texas Music Festival*

1st -Jesse Brantley made a motion to approve sponsoring the Red, White, and Bayou Cookoff and Texas Music Festival in an amount not to exceed \$15,000.

2nd -Collin Coker seconded the motion.

Courtland Holman and Jaree Hefner presented the item to the board. Courtland Holman asked to amend the request to \$43,000 because there is a lot of additional expenditures. Jesse Brantley asked the attorney if we could move the discussion of Agenda Item 7.E and 7.F and discuss the items as an alternative source of funding for sponsorship of RWB. There were questions and a lengthy discussion ensued.

1st -Jesse Brantley made a motion to approve \$15,000 in sponsorship for, through the Dickinson Economic Development Corporation for the Red, White and Bayou Festival.

2nd -Collin Coker seconded the motion.

Motion passed, all-in favor.

6.B *Approval of a three (3) year agreement from Bay Area Houston Economic Partnership (BAHEP) to provide economic development services for the City of Dickinson. The current agreement expires September 30, 2022.*

1st - Jesse Brantley made a motion to approve a three (3) year agreement from Bay Area Houston Economic Partnership (BAHEP) to provide economic development services for the City of Dickinson. The current agreement expires September 30, 2022.

2nd -Sean Skipworth seconded the motion.

Motion passed, all-in favor.

7. DISCUSSION AND POSSIBLE ACTION CONCERNING:

7.A *Approval of the request received from the City of Dickinson, CFO, Harrison Nicholson to transfer monthly administrative services funds from the DEDC's operating account into the City of Dickinson's operating account.*

1st – Sean Skipworth made a motion to approve the request received from the City of Dickinson, CFO, Harrison Nicholson to transfer monthly administrative services funds from the DEDC's operating account into the City of Dickinson's operating account.

2nd -Jesse Brantley seconded the motion.

Harrison Nicholson explained that this item was related to the Administrative Services Agreement and that this will be a recurring item that will appear on the consent agenda moving forward.

Motion passed, all-in favor.

7.B *Dickinson Economic Development Corporation Fiscal Year 2022/2023 Budget.*

Courtland Holman talked to the board about budget preparation. Bill Schick, Collin Coker, and Jesse Brantley all said that they would like to participate in the preparation and talked about their availability to do so.

NO ACTION

7.C *Approval of Fiscal Year 2020/2021 Budget Amendment*

1st - Sean Skipworth made a motion to approve the Fiscal Year 2020/2021 Budget Amendment.

2nd -Collin Coker seconded the motion.

Harrison Nicholson explained the need for the amendment was additional money to be added. Walter Wilson asked why. A brief discussion ensued

Motion passed, all-in favor.

7.D *Approval of Fiscal Year 2021/2022 Budget Amendment*

1st -Jesse Brantley made a motion to approve the Fiscal Year 2021/2022 Budget Amendment.

2nd -Sean Skipworth seconded the motion.

There was no discussion.

Motion passed, all-in favor.

7.E *Hiring a business retention specialist.*

7.F *Business Retention Efforts*

Items 7.E and 7.F were discussed together as one item.

There was a lengthy discussion about the retention special and retention efforts budget for the DEDC, about plans for the Business Expo at the Festival, and rain-out contingency plans.

1st – Jesse Brantley made a motion to spend \$43,000 in sponsorship from the approve budget for business retention toward the Red, White, and Bayou Festival Business Expo.

2nd -Sean Skipworth seconded the motion.

Motion passed, all-in favor.

7.G *Cost sharing between the City of Dickinson and the DEDC for professional planning services with Kendig Keast and the Goodman Company related to the Unified Development Code.*

1st – Sean Skipworth made a motion to approve cost sharing between the City of Dickinson and the DEDC for professional planning services with Kendig Keast and the Goodman Company related to the Unified Development Code.

2nd -Collin Coker seconded the motion.

Courtland Holman discussed that the amount of cost sharing was to be determined. There were a few questions and discussion ensued.

NO ACTION

8. EXECUTIVE (CLOSED) SESSION(S)

The time is now **7:25 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:

8.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.*

8.B *Texas Government Code Section 551.072 – Deliberation regarding real property: purchase, exchange, lease, or value of real property, to– discuss possible acquisition of real property, to-wit; Disposition of the lease at the DEDC former offices located at 1621 FM 517, Dickinson, TX 77539*

8.C *Texas Government Code Section 551.087 – Discussion or Deliberation regarding Economic Development opportunities, to-wit: Regarding the task orders for Pro Source.*

9. RECONVENE

The time is now **7:52 p.m.** and hereby close the Executive Session of The Dickinson Economic Development Corporation and do hereby reconvene the open session.

10. ACTION ITEMS FROM EXECUTIVE (CLOSED) SESSION(S)

10.A *Consider and possible action regarding 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..*

NO ACTION

10.B *Consider and possible action regarding deliberation regarding real property: purchase, exchange, lease, or value of real property, to– discuss possible acquisition of real property, to-wit; Disposition of the lease at the DEDC former offices located at 1621 FM 517, Dickinson, TX 77539.*

1st – Sean Skipworth made a motion to not renew the lease at the DEDC former located at 1621 FM 517, Dickinson, TX 77539 and to cancel the lease early.

2nd -Collin Coker seconded the motion.

Motion passed, all-in favor.

10.C *Consider and possible action regarding Discussion or Deliberation regarding Economic Development opportunities, to-wit: Regarding the task orders for Pro Source.*

Jesse Brantley recused himself and left the chambers at 7:53 p.m.

1st – Sean Skipworth made a motion to approve the task orders, 1, 2, and 3 with Pro Source, Land Services.

2nd -Matt Sabatier seconded the motion.

Motion passed, all-in favor.

11. EXECUTIVE DIRECTOR NOTES

11.A *Courtland Holman*

Courtland Holman directed the board to his notes in the packet, letting them know he was available for any question.

11.B *The Dickinson Chamber of Commerce's Great Gatsby Summer Soiree*

Courtland Holman told the board that he would be purchasing a table for the Chamber of Commerce's Great Gatsby Summer Soiree. He would like to know which members would like to attend with their spouses. After discussion, Courtland will offer available spots not filled by the board to City Staff.

12. BOARD MEMBER COMMENTS

Bill Schick asked Courtland Holman about the joint session between the Dickinson Economic Development Corporation and City Council would be. Courtland said he would remind the City Manager at their next meeting.

Rachel McMurray commented that she was glad to be back.

Collin Coker said my grand pappy used to say, "don't worry about the mule going blind, just load the wagon, pop the whip, make the trip."

13. FUTURE AGENDA ITEMS

Please contact Courtland Holman with agenda items. He would like to have the agenda finalized a week before the agenda needs to be posted.

14. ADJOURNMENT

1st- Sean Skipworth made a motion to adjourn the meeting.


2nd- Matt Sabatier seconded the motion.

The time is now **7:59 p.m.** The meeting is adjourned.



Bill Schick, President

ATTEST:



~~Ann Williams, Deputy City Secretary~~