

Minutes of the Brookshire Economic Development Corporation Meeting
September 3, 2019

The Brookshire Economic Development Corporation held a Regular Meeting on Tuesday, September 3, 2019 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

The meeting was called to order at 7:00 p.m. by President, Marilyn Vaughn.

Agenda Item #1 Prayer

Director, Lee Jones

Agenda Item #2 Pledge to the U.S. Flag, Pledge to the Texas Flag.

Secretary, Nathaniel Richardson

Agenda Item #3 Roll Call.

Present:

President, Marilyn Vaughn
Secretary, Nathaniel Richardson
Director, Mistie Swartz
Director, Warren Conner
Director, Lee Jones

Also, Present:

Attorney, Justin Pruitt
Coordinator, Mike Barnes
Administrative Assistant, Vickie Casto

Absent:

Vice-President, Sandra Olison
Treasurer, Lyndon Stamps
Recording Secretary, Claudia Harrison

Agenda Item #4 Public Comments.

None

Agenda Item #5 Discuss and possible action regarding landscaping Brookshire City Hall. Alex Chachere / Junction Landscape

Mr. Chachere addressed the board and stated that he was out there last month and did a little more investigating. The fountain he will have to get an electrician out to take a look at it because they have no power out there. They will possibly have to redo the plug because the one by the fountain is broken over. For the irrigation system they'll have to get an electrician to take a look at that. He didn't know if that was something, they wanted him to go ahead with or if they wanted to handle that directly.

Ms. Vaughn said the figures that they have are not

Mr. Chachere said the landscape is good to go. He knew for the fountain he was to add it to this one but after doing more investigating it just keeps getting more involved. After talking with Earnest, he said it hadn't run in a long time. More than likely the pump will be worn out; but he has to go through a process. First, he needs to figure out why they don't have power, once they get that fixed, they'll go to the next stage and figure out what they need to do.

Ms. Vaughn asked if it would be better just to get a new fountain or ...

Mr. Chachere said if they wanted to get a new fountain ... the fountain its self seems to be okay except for the top piece that's missing. Other than that, the fountain is pretty

simple, it just needs electric power. It doesn't have a fuel line; they will have to add one but that's included in this ...

Ms. Vaughn confirmed that was in this fee and Mr. Chachere replied yes.

Mr. Chachere continued by saying he was going to be doing the irrigation work anyway and he figured they would just go ahead and run the fuel line in there. The liner looks to be good; they just need to clean it out, clean it up. The good thing is, it's a thick liner and if they have to patch it they can. As far as the landscape and irrigation goes, they could go ahead and move forward with that if they'd like. He continued talking about getting power to the fountain and once it's fixed, they could go from there to see if the pump will need to be replaced.

Ms. Vaughn asked \$3,600 was for...

Mr. Chachere said that's if they would like for them to maintain the landscape. That's for 24 visits that's twice a month they go out there pull weeds spray Roundup keeping things looking nice and neat. Kind of what they do out ...

Ms. Vaughn asked Hwy 90? Mr. Chachere replied yes.

Mr. Chachere stated that the 2,750 on the bottom of the proposal was for if they wanted them to come in and re-mulch it and do a cleanup.

Ms. Vaughn said they are actually looking at if they don't do the maintenance, approximately 3,600 ... she said she has a question for what's out there now.

Mr. Chachere stated they were going to tare everything out and just leave the crepe myrtles. They seem to be doing all right but everything else he thinks they need to start fresh. A new fresh look, update everything. A lot of the boxwood on this end of the building getting old and lanky. They're starting to show their age, so he would suggest ripping everything out and starting fresh.

Ms. Vaughn said that would be entirely up to the board.

Ms. Swartz ask before they did the irrigation system, they have to take care of the electric system first?

Mr. Chachere said at least for that one (talking about the fountain area). The controller up here is okay ... it looks all updated. The other he and Earnest messed with it and couldn't get power to that plug. It could be just the breaker or it could be you need a whole new plug.

Mr. Jones asked how much was it all together?

Ms. Vaughn said right now it's the figure at the bottom ... 30,6000 ... to do everything he has in the description.

Mr. Chachere said that's for irrigation and controllers that's everything.

Motion was made to allow Junction Landscape in the amount of \$30,600 to do the work as needed.

Director, Lee Jones / Director Warren Connor

Ms. Vaughn stated that he would have to refigure the

Mr. Chachere replied.... Fountain ... he would get an electrician out here to see what it is.

Ms. Vaughn said for now they would do this.

All For
Motion Carried

**Agenda Item #6 Discuss and possible action regarding landscaping around
welcome rock on FM 359 S. Alex Chachere / Junction Landscape**

Mr. Chachere stated he knew they wanted lights out there. He went out and took a look at it with their electrician. There is no close power source to that property. The closest transformer is across someone's property. He did know exactly where the City of Brookshire owns in that area. More than likely what they will have to do is either request Center Point to put in a transformer. He did take pictures and showed them which pole which is further down the road. He talked about the way a trench could run; but right now, the nearest power source he can see is where he showed them in the picture. He thinks that's where the old trailer park use to be ... that's where the transformer is. Center Point might be able to run them some small poles to a closer spot from there and take it and go or they can put a new transformer on a pole near the road. But it's going to have to be the city requesting it from Center Point. That's really the only way to get power there, unless they had permission from the property owner to trench across their property, and he doubt if they will give them that.

Motion was made to get with Ms. Harrison to get with Center Point

Ms. Swartz asked then at that point they can do the irrigation on ...

Mr. Chachere stated that the irrigation is on a whole different system it's a battery-operated controller system so he doesn't need power, this is just for the lights. So, if they want to go ahead and do the landscape and irrigation he can go ahead and do that. All he has to do is put in a request with the city to put in a meter and get it landscaped.

Ms. Swartz asked if they could run the irrigation off the same power from where the lights are coming from and not use the battery power controller?

Mr. Chachere said if they would like but it's just one valve so ... they can it's not a big deal, it would be just an upgrade controller later.

Ms. Vaughn asked about the cost.

Mr. Chachere stated he would have to price that out. A residential controller, outdoor controller would be perfect for what she is asking for so, ... about \$200 maybe or more.

Ms. Vaughn asked if that was better than calling Center Point?

Mr. Chachere replied no, he needed power for that. The battery-operated power controller is included in that price. When he went out there, he saw there was no power and that's when he said they would do battery-operated power instead of trying to get Center Point. Because he doesn't like dealing with Center Point.

Mr. Jones asked then they don't need Center Point?

Mr. Chachere stated if they wanted lights, they will that's the only thing.

Mr. Jones then rescinded his motion.

Mr. Jones then stated he thought they needed to just go on and move forward with the landscaping part.

Motion was made to allow Junction Landscaping to move forward with the amount of \$3,750 for the landscaping around the Welcome rock on FM 359 South.

Director, Lee Jones / Director, Warren Connor

All For
Motion Carried

Agenda Item #7 Discuss and appropriate action regarding presentations by the following companies offering livestreaming services for public meetings.

1. XNode Solutions / Pete Wilcox & Bacardi Bryant

Mr. Wilcox addressed the board and stated that he was not prepared to present a proposal today. He explained to Vickie this is more of a discovery question so they can make sure they customize the solution for them that would be really easy to use and be beneficial and make sure it meets their needs. He asked if he could ask them question as to what they were looking for.

Several replied yes.

Mr. Wilcox then stated he was assuming they had a website and did they want to archive the videos on the website or where they looking more for a channel that people could navigate to or have both?

Ms. Vaughn said it would depend on the price.

Mr. Wilcox replied okay, he could tell them about what a lot of companies do. They use YouTube as their backbone to eliminate the other cost of the equipment. So, normally especially in the older days they'd have a large amount of equipment that they would store their video on. So, if they used YouTube to create a public or private channel, they could actually embed those videos within their website. He didn't know if they had ever gone into a company's website, they show a video you click on the bottom and it takes you to the channel, it would work very similar to that. Basically, as far as live streaming, you set a time they can direct audio residents to their own personal website and the live stream would also show on your website as well as on YouTube website. As far as the equipment used, pricing would vary on what type of cameras they would use. Very basically they could have a tripod setup with cameras. With the size of the courtroom he does not recommend that but it does save on the front cost. He would actually recommend installing permanently mounted camera's what they call PTC cameras.

Basically, they zoom in and zoom out pan the room that would be controlled by board that anyone ... it's fairly easy to operate, they can do a training session on that.

Basically, you can switch camera's ... he will include that on the proposal on both so they can make a comparison. He then asked if they would have someone dedicated to maintain the system or would they be looking for outside resources ...

Ms. Vaughn said they would have someone in house.

Mr. Wilcox stated as far as the band width and he wasn't sure if they knew this question but maybe they can look into ... when it comes to streaming, depending on the video quality ... the faster ... that's something they would have to take in account. He doesn't know if they have an IT person that would be able to answer that question to let them know how much band they have.

Mr. Richardson said he assured him they don't have that person.

Mr. Wilcox continued by asking as far as archiving the videos are, they looking to always have them available up to 12 months ... 2 years ... indefinitely?

Several said that was a question for their attorney.

Mr. Pruitt stated all they have to have is the minutes and agendas for a certain amount of time so. On that question, it depends on what city they look at, some have it up for 5 or 6 years and they have a cut off and they put it in their laser fish or something like that. But for them it could be something to think about, depends on the budget keeping it up 6 months to a year depends on what the cost would be.

Mr. Richardson and Ms. Vaughn agreed 6 months to a year.

Mr. Pruitt again stated it depended on their budget also to make that live stream available for people but again the main thing is the agenda and the minutes.

Ms. Vaughn asked Mr. Wilcox if he got that ... the agenda and the minutes.

Mr. Wilcox replied yes. He continued by saying he thought this gave them a better incite on what they are wanting to accomplish. He then asked the board if they had any questions for him.

Mr. Richardson asked on the things he mentioned, what kind of time table where they looking at for them to get structurally setup ... to start recording?

Mr. Wilcox said it was not a super complex system. Once they kind of get an idea on how to run the wires so you don't see any wires hanging down and anything that's not professional. Once they kind of do that discovery he can give them a better timetable; but normally it takes 3 or 4 days.

Mr. Pruitt asked if they worked with any other cities.

Mr. Wilcox replied no.

2. Texas Photo Pros. / David Palmer

Mr. Palmer addressed the board and confirmed everyone had a copy of his proposal. He stated it was very simple. They can come through with a iPhone or a camera just as quick as he did a video here. He then showed each board member a video he had taken of them. He stated it took about 5 minutes for them to set-up. They work with either YouTube or FACEBOOK and he charges \$50 and hour or \$250 for the day.

Ms. Vaughn confirmed this is done through his phone.

Mr. Palmer stated it could be done through the phone or a camera; but he recommends a camera because the phone is so small.

Several looked at his phone again.

Ms. Vaughn stated she didn't like that.

Mr. Palmer stated he didn't record it with audio.

Mr. Jones asked if they had any numbers to look at.

Ms. Vaughn stated that they just needed to come back.

Motion was made to table to give both presenters the opportunity to bring a written proposal back

Director, Lee Jones / Director, Warren Connor

All For
Motion Carried

Ms. Vaughn stated that Ms. Vickie would get with them and get it set-up as far a written proposal.

Agenda Item #8 Discussion and appropriate action regarding the renovation of Hovas Park for the purpose of establishing youth sports leagues in the City of Brookshire. Mr. Jenkins

Mr. Jones said before Mr. Jenkins made his presentation, he did speak with Mr. Jenkins. Two things that he did share with him, then he will let him talk. He knows Mr. Jenkins has been waiting awhile for an answer, and they are tired being drug through a situation trying to work with this project. This is what he shared with him: They can smile and shake hands all day but at the end of the day this is business. His league stands to make financial gain from it because they are paying registration. As far as the cities Youth Program, they're not going to be in concessions, he's getting the registrations so ... their kids maybe participating while building their school programs through it; but they financially will not gain anything from this. They talked on this, and this is the business side of it. He did speak with him on that matter and they talked about it for him to take just the softball, baseball, football, soccer will go to the City of Brookshire. The next

thing was if that doesn't work, he has another deal working in Waller which he understood that and he told him (Mr. Jenkins) to push forward. Being a consultant for the fields out there, City of Brookshire still manage their fields ... he'd be a consultant to let them know what needs to be done to get them setup and once they are setup he will help them with the maintaining of the fields. He then asked Mr. Jenkins if he was correct.

Mr. Jenkins said that would be a possibility.

Mr. Jones said maybe a possibility; but he asked if that's what they spoke about.

Mr. Jenkins replied yes.

Mr. Jones then told Mr. Jenkins he could take it.

Mr. Jenkins stated that that he was there also to get some information from them. Part of it is they have this idea that there is going to be this ton of money made out of these leagues.

Mr. Jones said no sir, not a ton of money.

Mr. Jenkins replied right, he was just saying because under a league structure the money goes back to the league to pay for the league to pay for stuff ... it doesn't go to him ... it doesn't come to anything else. So, if they go out there and do registration that money is to pay the umpire, that money is to pay for uniforms, the dirt, the upkeep, the cutting the grass ... stuff like that, it is not something that is going to financially benefit him or anyone that he has except for anyone that is actually that's doing the cutting or a lot of times they do that with volunteers just to keep cost down. In one of the meetings they had talked about that you had the idea to repair the fields yourself. He then asked what they considered repairing the fields? What was their idea?

Mr. Richardson said let him answer that because he and Linnie are on that. They are getting a company to go out and appraise what the issue is out there and get them to replace it themselves so they can have total control. He doesn't know where the idea came from that they were going to make some money, his whole thing is they would have total control of their own destiny. It's best the city of Brookshire go out prepare those fields and get them to where they need to be and then see who's going to manage them once they get them in a useable state that is presentable for any league that wants to come there. That's where they are and within a week or so hopefully Junction will come back with a proposal. They're not looking to outs those or anything, their looking at doing it themselves, it's time the city steps up and takes ownership of something that they own and get it in shape for anybody that's coming through, that's where they are.

Mr. Jenkins asked if that would be the same purpose of setting the leagues up? Because the leagues would be for the kids here locally.

Mr. Richardson said they were going to prepare the facility first before they do anything. They're not going to put the cart before the horse.

Mr. Jenkins said okay, and then confirmed that they were going to have a company to do those repairs, the field maintenance ...

Mr. Richardson replied, that's what he just said at the top, Junction that was here earlier.

Mr. Jenkins said okay, and asked they do field maintenance?

Mr. Richardson said they may have self-contractors; he didn't know that's their businesses part, they just want a business product from them, give them a quote and if that's something they can live with they'll move forward. IF they can get those fields in condition they need to be in, then they're open for business weather it be him that comes in or somebody else ... they don't know that yet.

Mr. Jones said but they control the destiny.

Mr. Richardson replied, yes absolutely.

Mr. Jenkins said that's fine as the fields get done; but they are definitely going to have to have someone in place to operate the leagues, that's where they're going to run into some issues on that aspect.

Mr. Jones replied not quite Mr. Jenkins. Because he use to coach, he's a certified coach, Mr. Richardson. Mr. Stamps ... Councilman Stamps is a coach. So, they all have creations with setting up organizations and running them. He knows that may not be what he wants to hear but he did share that with him.

Mr. Jenkins agreed, and said that was perfectly fine. That will probably let him know what his destination is going to be so, he appreciated their time.

Mr. Richardson said for him not to close the door on an opportunity that he might be that person; but they are not there right now.

Mr. Jenkins said he understood that; but he has to continue ...

Mr. Richardson replied ... absolutely.

Mr. Jenkins added that if he got done with what he is doing at this point then unfortunately this could possibly become ... he said he didn't know what the best term was ... depending on where he does it and how he does it ... it could draw people from the City of Brookshire and their league unfortunately.

Mr. Jones said that's the way it's supposed to be.

Mr. Richardson asked what's wrong with competition?

Mr. Jenkins said as long as they were on the same page.

Mr. Jones said whatever he had heard about them is totally different.

Ms. Vaughn asked, then no action?

Mr. Jones replied, no action.

No Action

Agenda Item #9. Update on the Website. *Vickie Casto*

Ms. Casto addressed the board and stated that the week before there was a training session. They were told that they would be calling for a training session #2 last week, that didn't occur either. The lady had sent her some e-mails that she is going to read. The e-mail stated that the EDC design was still not completed. They are still moving things around because there was a misunderstanding on the design. They have tried to tell them one thing and they are having difficulty with this.

Ms. Vaughn said to stop right there, she wants to say ... she can attest to the fact that Vickie and Mike have both been working diligently and she's had some input on the website and it's been a challenge. They're telling them that within the next week they will have the website up. She apologized to Ms. Casto for the interruption and Ms. Casto said that was fine because it's been frustrating. Ms. Vaughn stated she knew it had been frustrating for both of them (Ms. Casto and Mike Barnes) because they are the two that are doing it on a more consistent base, and she appreciated all the work and all the frustration that they had put into this. She continued to tell the board what they had in front of them is what they had been working on, this was for the EDC portion. The first picture is a prototype what they had given to them. Then she directed the board to look at the second page, that was the second prototype that they had given them. She personally likes the second one; but if the board ... needs to look at it.

Mr. Jones said if he could get the Welcome to Brookshire on the second one he thinks he would like it.

Ms. Vaughn said they had to cut that out ...

Mr. Jones replied okay.

Ms. Vaughn repeated they had to cut that out because they had to do some reconfiguring. It had something to do with the space.

Mr. Jones sated he saw it.

Ms. Vaughn asked Mr. Barns if he had anything to say.

Mr. Barnes stated that he had told a couple of them before hand that any of them didn't think Ms. Vickie has patience call him, she has the patience of Job. He on the other hand does not and apparently, they've launched a complaint on him. But they make 10 steps forward and 15 backwards, we tell them here is what we want and they send them a prototype that doesn't look like what we'd told them 10 minutes ago. Vickie has been extremely engaged; she's had perseverance he knows Ms. Vaughn has ...

Ms. Vaughn said she's gotten all the e-mails ...

Mr. Barnes continued by saying he had tried to give them simple a broad array ... here are successful economic development websites, he sent them a ton of those. He thinks what they have shown them is a result of that gumbo pile.

Ms. Casto said one minute they'll say they can't do that then before the conversation is over with, they can do it.

Mr. Barnes agreed and added that it's been a challenge, a real tuff communication and he knows Ms. Vickie as sweated bullets over it and he applauds her for it. She's worked day and night on it, and they need to know that. He's come in raise a little cain and left; but he thinks at the end of the day they will have a good website.

Ms. Vaughn said that's what she explained to them when she had that conversation with them. She added that she had been involved and has seen all the e-mails that's transpired back and forth. She's had some miner input there has been some confusion on her end as well because they'd asked for one thing like they said and they got something totally different.

Ms. Casto asked if she could add one thing with the confusion, she is going to show the board what she had shown her today. The sample that they had sent them has not gone live yet for the city, if you click onto the EDC site, she will say they will get a blue screen of some sort ... a different format. She has not been able to receive an answer from them yet or make them understand that what she did passed out to them ... will they change that? Take that blue screen off for the EDC and put the other they sent her? It's just very confusing. She's sent an e-mail and she will also call her to ask her ...

Ms. Vaughn asked that when she e-mails would she like she always does to cc her.

Ms. Casto replied absolutely yes ma'am.

Mr. Pruitt asked if the cities website contingent on this to or do they have to do it at the same time.

Ms. Vaughn replied no.

Mr. Pruitt add that because September 3rd ... 1st a new law went into effect for the City but he didn't know how that effected EDC's; but cities now have to ... it's funny every single website posting ... if you have a website you're not exempt from it, if you have a website you have to post. Except for one that just got past that if you had a website that was operating January 1, 2019 then you have to post a whole list of stuff including agendas and minutes and lots of other things. They don't know if that applies to EDC's he knows it applies to city's so, if nothing else they need to get the holding page up or something like that so they can start posting.

Ms. Casto stated she had requested that last week and Ms. Vaughn verified that she had. Ms. Casto stated that they had not replied to her and Ms. Vaughn said to send them another e-mail and cc her again.

Mr. Pruitt said if nothing else maybe they could use that as kind of pressure that they have new laws that they have to apply them.

Ms. Vaughn said since they are doing their website She asked if there were any questions. She then moved forward.

Agenda Item #10 Discuss and possible action going out for bids to replace the tile leading to the restrooms and renovate restrooms to be ADA compliant in the Convention Center.

Motion was made to go out for bids to replace the tile leading to the restrooms and renovate the restrooms to be ADA compliant in the Convention Center.

Director, Lee Jones / Director, Warren Connor

All For
Motion Carried

Agenda Item #11 Discuss and approve minutes of the BEDC regular meeting for August 6, 2019 and BEDC special meeting for August 20, 2019.

Motion was made to approve minutes of the BEDC regular meeting for August 6, 2019 and BEDC special meeting for August 20, 2019.

Director, Lee Jones / Director, Mistie Swartz

All For
Motion Carried

Agenda Item #12 EDC Coordinator's Report *Mike Barnes*

Mr. Barnes addressed the board and directed them to his newsletter and report. As reflected in the report a substantial of his time involved as Ms. Vaughn had indicated on the website. He would like to think he's been productive and not counterproductive. One of the things he wanted to share with them if they would recall the last executive session at the budget workshop, he's continued that dialog with that company. They are moving forward in that process per their instructions to him to help further that project to negotiate. They are working right now on a couple different options. They are trying to find out pacifically who the competition is. If they can find out the competition then they could probably find out what's offered by the competition. But he is happy to report that they still have the same enthusiasm that they saw. They are very easy to work with and he's very upbeat about ... it would be great if they could get the project they spoke of; but they alleged their going to continue weather they get that project or not to get projects to that site and they will literally build one their selves if they have to so he is very cooperative with these guys. He then stated he would be happy to answer any questions. He added that they had not asked him to sign a non-disclosure agreement and he's offered if they need to do that to move forward; but he is very optimistic about the way the project is moving. They go to TEDC in October, that's sited on the report. They continue to get a lot of request as indicated for 200,000 ... 300,000 sq. ft. buildings if their project comes, they will have that kind of inventory, and then they can respond to those major projects and be a real player in Houston area. That's where they go from here ... moving forward.

Ms. Vaughn asked him if he would be representing them at TEDC.

Mr. Barnes replied yes and jokingly said unless he had been excommunicated.

Ms. Vaughn replied no, she just wanted to make sure they were on the same page he was and let the board know.

Mr. Barnes stated he believed he was registered that way. He added that again he applauded Ms. Vickie. She's got the patience ...

Ms. Vaugh said she appreciated them both. She then addressed Ms. Casto and stated that tomorrow ... resend.

Agenda Item #16 Executive Session.

Notice is hereby given that the Brookshire Economic Development Corporation may go into Executive Session in accordance with the following provisions of the Government Code: Sec. 551.071 (1) (A) pending or contemplated litigation; 551.071 (1) (B) a settlement offer; Sec. 551.071 (2) an attorney-client privilege/relationship Sec. 551.072 the purchase, exchange, lease, or value of real property; 551.087 (1) to discuss commercial or financial information that the Corporation has received from a business prospect that the Corporation seeks to have locate, stay, or expand in or near the City of Brookshire with which the Corporation is conducting economic development negotiations; Sec. 551.087 (2) to discuss the offer of a financial or other incentive to a business prospect that the Corporation seeks to have locate, stay, or expand in or near the City of Brookshire.

N/A

Agenda Item # 17 Report and Action following Executive Session

N/A

Agenda Item # 18 Adjournment.

Motion was made to adjourn.

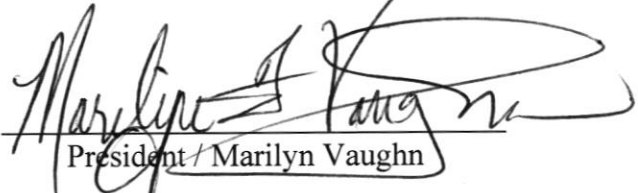
Director, Lee Jones / Director, Warren Connor

(7:40 p.m.)

All For

Motion Carried

It is possible that a quorum of the Brookshire City Council may be present at the meeting and participate in the discussion of the items on the agenda. No official action of the Brookshire City Council will be taken at this meeting.


President / Marilyn Vaughn


Secretary/Nathaniel Richardson

Prepared by Vickie Casto