

Minutes of the Brookshire Economic Development Corporation Meeting  
February 1, 2022

The Brookshire Economic Development Corporation held a Meeting on Tuesday, February 1, 2022 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

To view meeting:

Part 1 <https://youtu.be/6Si8HCqmlYA>

Part 2: <https://youtu.be/W33I9DFNNVk>

The meeting was called to order at 6:31 p.m. by President, Marilyn Vaughn.

**Agenda Item #1: Prayer**

Recording Secretary, Claudia Harrison

**Agenda Item #2 Pledge of Allegiance**

Director, Eric Green

**Agenda Item #3 Roll Call**

Present were:

President, Marilyn Vaughn

Treasurer, Lyndon Stamps

Secretary, Nathaniel Richardson

Director, Eric Green

Also, Present:

Attorney, Justin Pruitt

EDC Coordinator, Mike Barnes

Administrative Assistant, Vickie Casto

Recording Secretary, Claudia Harrison

Absent:

Vice President, Sandra Olison

Director, Mistie Flores

Director, Lee Jones

**Agenda Item #4 Public Comments.**

Administrative Assistant, Vickie Casto addressed the board and stated that they had received a plaque this afternoon. It read: Waller County Economic Development Partnership, 10 years of support presented to the Brookshire EDC. In reconnection of your continued support for our community and Waller County Economic Development Partnership. She then presented the plaque to President Vaughn.

Ms. Vaughn stated they would send them a Thank you, that was really nice.

**Agenda Item #5      Approval of BEDC Board Meeting Minutes: January 11, 2022**

Motion was made to approve the BEDC Board Meeting Minutes January 11, 2022 with corrections if any.

Treasurer, Lyndon Stamps / Director, Eric Green  
All For  
Motion Carried

**Agenda Item #6      Discuss and possible action to approve Bank Reconciliations.**

Ms. Vaughn directed the board to their bank reconciliations from August. She then asked Ms. Harrison if she wanted to speak on that.

Ms. Harrison stated she was working on December right now, and she'll get that to them as quick as she can. She did ask the board to begin to think about any upcoming projects because they do need to start working on the budget for the next year already. Every year it kind of puts her in a crunch to do the last-minute thing so, she asks them to start thinking so it can be put in the purposed budget now.

Motion was made to approve the Bank Reconciliations.

Treasurer, Lyndon Stamps / Director, Eric Green

Ms. Harrison apologized and added that there were some checks that needed to be voided, the machine kind of messed up that's going to effect ... she will be giving that to them as well, voided check report so they'll know what's coming off the report that they have.

Ms. Vaughn thanked Ms. Harrison and stated she would continue with the vote.

All For  
Motion Carried

**Agenda Item #7      Discuss and possible action regarding adopting Policies and Procedures for promotional expenditures related to Ribbon Cutting/Business Openings.**

Ms. Vaughn asked Mr. Pruitt if he could draft them ...

Mr. Pruitt asked what was the main items they want to hit?

Ms. Vaughn said they just don't want ...

Mr. Pruitt added confusion and Mr. Vaughn agreed. and added that there won't be miss understandings so they're not going back and forth. They want everything clear cut.

Mr. Richardson asked if he could write it in layman's terms and not necessary in that legal terms so no one can get confused about that?

Mr. Pruitt stated the main things is the \$500 ...

Mr. Stamps and Ms. Vaughn said not to exceed \$500...

Mr. Pruitt added that the EDC provides ALL the refreshments or anything like that?

Mr. Vaughn stated that was correct and added no alcohol. If it's going to be a ribbon cutting it needs to be classified as a ribbon cutting not an after .... straight up Ribbon Cutting. She added that you can not come before the EDC Board and say we're going to do a Ribbon Cutting and it turns out that someone else is doing that ribbon cutting and we're just providing the food.

Mr. Pruitt stated he would make it like a form they would sign authorizing the EDC to do what ever they agree to do.

Ms. Vaughn stated they can just direct him to ...

Mr. Pruitt state that next month meeting he would have the form ready for them to approve.

Ms. Vaugh stated there would be no action that they would just direct him to take care of it.

**Agenda Item #8      Discussion and possible action to approve an amendment to a Vendor Agreement with Helms Landscaping Design, LLC.**

Mr. Pruitt directed the board to their packet to view the amendment from the agreement they approved with the group that's doing all the improvements in Hovas Park. The way their building structure goes with the agreement that they signed, there was some discrepancy there. This amendment will allow them to get paid as the work gets done. The way you would read the former version they'd have to come and go through get their approval in a public meeting before they could sign off on the work.

Ms. Vaughn asked Vickie if the board had the rest of the update, she replied yes then Ms. Vaughn told the board they see the update.

Motion was made to approve an amendment with Helms Landscaping Design, LLC.

Treasurer, Lyndon Stamps / Director, Eric Green

All For  
Motion Carried

**Agenda Item #9      Discussion and possible action to approve a Vendor agreement with Myan Technologies, LLC.**

Mr. Pruitt stated that Pete could not make it tonight because his daughter was graduating from the Airforce or Navel; but he and his attorney went back and updated the agreement they had with them to do all the equipment ... the difference between the previous one and this one the last time before COVID hit part of the agreement was purchasing all the equipment. That's already been done. The design of this is for them to come in and like tonight have a representative to run the system for them ... stream the meetings. The idea is after the agreement is done; they would have onsite staff. Like city staff would be trained to run the system. Because he's company is not designed to be here all the time. Ms. Vaugh asked about the time frame.

Mr. Pruitt stated he thought it was about a year and 18 months in the agreement. Not to exceed amount around 22,000 quarterly payments of ... it's up to them on how they want to pay it. A quarterly payment of about \$55 hundred. Essentially, it's the same thing they've already agreed on the last time without the equipment part. There is one amendment on the scope of services exhibit that's attached. There was a line that something not to exceed the amount includes a previous payment October to December 21, they paid that. So, if your going to approve this agreement as amended we'll take out that line not to exceed the 22,000 that's listed in there.

Motion was made to approve the agreement with Myan Technologies, LLC with the amount not to exceed 22,080.

Treasurer, Lyndon Stamps / Secretary, Nathaniel Richardson

All For  
Motion Carried

**Agenda Item #10     Conduct a public hearing and provide discussion and possible action regarding authorizing a project of the BEDC under Sec. 505.158 of the Texas Local Government Code of Life After Bugs, LLC that may include land, buildings, equipment, facilities expenditures, targeted infrastructure, and improvements to promote new or expanded business development.**

Open 6:43 p.m.

Ms. Vaughn asked if they had anyone to speak.

Closed 6:43 p.m.

**Agenda Item #11     Agenda Item # 11     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.*

In session 6:44 p.m.

Out of session 7:46 p.m.

**Agenda Item # 12 Discussion and possible action on Executive Session items if necessary.**

Motion was made to approve incentive for the Brookshire Rice Dryer with the first year being 100%, second year 50% and year three 25% on the increase assessment on the expansion.

Treasurer, Lyndon Stamps / Secretary, Nathaniel Richardson

All For  
Motion Carried

**Agenda Item #13     EDC Coordinator's report**

Mr. Barnes addressed the board and directed them to their packets to view his newsletter and report. He stated over the past view months he's been working with a group that owns the 13 acres on the east side of the city. The property was owned by the Russo's and the now owners have thought for a long time that would be a good place for storage etc. He's been trying to coax them into doing a retail development center. He finally got news that was the case, they're moving forward. They've taken down the old sign and a new sign should be going up pretty soon to say coming soon retail center call us for information. He's been trying to get them to go to ICSC in Dallas for a convention. It's a deal making a deal event. He may ask them to send him there to represent Brookshire interest moving forward. Mr. Green has discovered a restaurant and he (Mr. Barnes) has

reached to the restaurant and was in hopes of getting over there tonight but it may be too late. But he'll reach out to him tomorrow maybe they can get him in and do a pre-lease. That's the retail side of what they have going. He is overwhelmed by Stream; they are over half occupied or soon to be. Ferguson is not in yet, Wherefore is ... the other side of this is 2 ½ million ... he's been working this week on Stream on landing a major user for the million sq. ft. He has sent them some templates for agreements and added how good of a group they have been good to work with. They do what they say, they do it timely, they don't play around. There is major interest in a million sq ft user, their building it weather this man/company goes in it or not. One thing that he used to sale the retailers was Stream. They don't have anywhere to go to eat, they'll go to Katy on their lunch hour. It's all working out really well. He is scheduled to go to the TEDC conference in Sugar Land. He thinks that will be a good opportunity again for them to rub some elbows with some retailers there; because he's been told about a group that is coming. He then referred to Ms. Casto and stated how she keeps the property up to date better than they could ever imagine. He gets calls off that website, their property listings in there. She is the one manually puts that in there and she does a great job keeping that data up to date.

He then asked if they had any questions and added that he is happy to start the Community Assessment anytime. Maybe they can start doing some of that next month. Ms. Vaughn asked about the Resilience and Recovery: Don't Mess with Texas ... is that something, that's in Sugar Land.

Ms. Harrison stated she didn't want to go to the conference she just wanted to go to that. Mr. Barnes stated he was going to the actual conference. He believes the Houston crowd was putting this one on.... the Houston Galveston Group in conjunction with TEDC?

Ms. Vaughn asked if anyone wanted to go to this, it's a one day.

Mr. Barnes stated that some times the conferences are okay and some are so so. This one look to be somewhere in the middle. He thinks it's just good for them to be there, it doesn't hurt.

Ms. Vaughn agreed.

Mr. Barnes added that he did submit the Brookshire EDC for another award. Not the same kind award that they were recently bestowed; but for another excellence award and he won't find out until the conference weather they got it or not. He stated they were on a roll, if they were to look in on their Linkedin. Ms. Vickie does a great job on Linkedin, Stream is promoting Brookshire, Brookshire is promoting Brookshire. He is promoting both of them and his last one got like 24 hits on the Stream event in Brookshire. He got like 302 comments back, it's getting out there.

Ms. Vaughn stated that Vickie will normally send her an e-mail if it's something pertaining to Stream Reality, she'll post it.

Mr. Barnes stated they are running and gunning, they could not have a better partner thank those guys.

**Agenda Item # 14    Adjournment.**

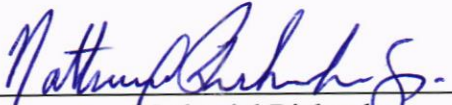
Motion was made to adjourn.

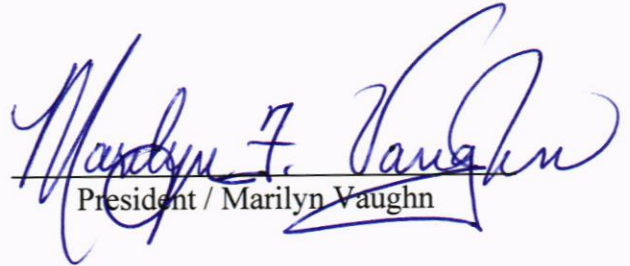
Treasure, Lyndon Stamps / Director, Eric Green

All For  
Motion Carried

8:02 p.m.

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.

  
Secretary/Nathaniel Richardson

  
President / Marilyn Vaughn

Prepared by Vickie Casto