

Minutes of the Brookshire Economic Development Corporation Meeting
May 3, 2022

The Brookshire Economic Development Corporation held a Special Meeting on Tuesday, January 11, 2022 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

<https://www.youtube.com/watch?v=uXqwHjs5PIs>

The meeting was called to order at 6:33 p.m. by President, Marilyn Vaughn.

Agenda Item #1: Prayer

Director, Eric Green

Agenda Item #2 Pledge of Allegiance

Director, Mistie Flores

Agenda Item #3 Roll Call

Present were:

President, Marilyn Vaughn

Vice President, Sandra Olson

Secretary, Nathaniel Richardson

Director, Mistie Flores

Director, Eric Green

Also, Present:

Attorney, Justin Pruitt

Administrative Assistant, Vickie Casto

Absent:

Treasurer, Lyndon Stamps

Director, Lee Jones

EDC Coordinator, Mike Barnes

Recording Secretary, Claudia Harrison

Agenda Item #4 Public Comments.

Ms. Wilborn addressed the board and stated she came today mainly to introduce herself because she is running for commissioner Pct. 4, and she wanted her face known.

Ms. Vaughn thanked her.

Agenda Item #5 Approval of BEDC Board Meeting Minutes, April 5, 2022

Motion was made to approve the minutes for April 5, 2022

Director, Eric Green / President, Marilyn Vaughn

3 For

2 Abstained (Vice-President, Sandra Olson & Director, Mistie Flores)

Motion Carried

Agenda Item #6 Discussion and possible action to approve December 2021, January 2022, February 2022 and March 2022 Bank Reconciliation.

Ms. Olson stated she had looked at them and had one question or clarification for an item that was in February reconciliation.

Ms. Vaughn stated that Ms. Harrison was not there so, which page?

Ms. Olson stated it was under the cleared checks for Brookshire Hyundai.

Ms. Vaughn asked for 17,000?

Ms. Olson replied yes and asked what it was?

Ms. Vaughn stated that's taxes. When they setup the agreement ...

Ms. Olson replied okay and thanked her.

Ms. Vaughn added the reimbursement for taxes.

Ms. Olson stated that was all she had.

Ms. Vaughn asked if there were any other questions?

Motion was made to approve December 2021, January 2022, February 2022 and March 2022 Bank Reconciliation Statements.

Vice-President, Sandra Olson / Director, Mistie Flores

All For
Motion Carried

Agenda Item #7 Discussion and possible action to approve Helms landscaping for turf grooming 2-3 times a month for renovated Hovas baseball field.

Ms. Vaughn stated that she had an estimate, and he's not here. She thinks he needs to be here to articulate to this board what exactly he's going to do. So, this will go on the next agenda.

Agenda Item #8 Discussion and possible action regarding 9G Remodeling installing 4 dugouts and 4 picnic covers at Hovas Park.

Mrs. Flores asked if they were there. Several replied no.

Ms. Vaughn said they have communicated with ...

Mr. Richardson stated the things they (EDC) had to take care of this side was the canopy that had rotten, the BBQ pit, and to take care of the dugouts. Anything else must be on a future agenda because they did not include that in their original proposal. Along with that, just to clarify you do have 4 overhangs ... he then asked if anyone from the city was there. He went out today and took pictures of it. He then demonstrated with his hand how it looked. He stated he could see the opportunity for someone to sue by going up there and setting knowing it's going to fall and hit a kid or an adult and there they are in court. Those things need to be isolated until the city can fix it ... by saying we can't use this. He would not use those baseball fields until those fences are fixed. You have two of them doing the same thing over the dugout "V'ed" in. So, those things not what they had agreed to fix. Those are things he is willing to see if they can move forward on them at this time.

Ms. Vaughn asked if that was his motion.

Mrs. Flores said she had some questions. She asked how was he going to rebuild and frame this and what material was he going to use. For the painting was he going to sand, prime and paint? The reason she's asking is because they're going through the same thing at her park. You can't just paint over what's there.

Mr. Richardson stated what he did with the big picnic canopy, he sanded down completely, reprimed and painted the whole top metal roof and totally replaced the

running eve's that allows it to be held ... was totally replaced. The only thing they didn't have to replace was the big metal columns.

Ms. Olson stated that was kind of what she was looking at. She believes that it would be beneficial of them as a board to get a clear receipt or bid. She knows this is hand written and she knows this is the vendor their using but it's really difficult to later come back to really see what they done and paid for. It took her a minute to decipher this handwriting. So, she would really like to see that going forward that it's a little clearer so that anyone come behind these notes and see this is what we paid for or this is what we wanted and we're adding an additional line item. Because it was kind of difficult for her ... if you're looking at B where it says 4 ... she is on the handout that was given to them.

Ms. Vaughn replied yes, the dugout A and B the 4-picnic areas.

Ms. Olson repeated, 4 picnic covered area's one at such and such and she guess that's 2 at 12 x 2 x 12 x 2 and underneath that she can't read it. One at ... assuming that's 149 or 14.9. So, that's one thing she knows ...definitely like to see. Just that it's clear what they are getting, what they're paying for so anyone coming behind them ... because she can't even barely read this. She continued to speak on being able to read the quote. This is one of her suggestions with this particular vendor or even if they have to type it out on the side. Whatever so that it's readable.

Mr. Richardson informed Ms. Olson that this had not been done. This was just a proposal and it's not been done.

Ms. Olson confirmed that the work had not been done.

Mr. Richardson replied that it had not been done and they had not approved it.

Ms. Vaughn stated that its on the agenda tonight to approve.

Ms. Olson continued by saying what she saw in the packet is just a proposal as well? She repeated the dugouts to?

Ms. Vaughn replied yes.

Ms. Olson stated she could barely read this.

Mr. Richardson stated that they had authorized him to do the dugouts but they just didn't have any numbers ... with the baseball field.

Ms. Olson confirmed that it was with the original baseball field order that they did.

Mr. Richardson replied yes.

Mrs. Flores replied, so the dugouts have already been done? Several replied, then she asked if they had already been approved?

Ms. Vaughn replied no.

Mr. Richardson stated that he had not given them a bid on it when they figured out it needed to be replaced because of the condition they were in.

Ms. Vaughn stated the only project that they worked on was the pavilion and the BBQ pit. That has already been done and taken care of. Before them tonight ...

Ms. Olson said the proposal ...

Ms. Vaughn replied ... right.

Ms. Olson said even though it says contractor's invoice, she guessed that's what threw her off.

Ms. Vaughn stated that this was a proposal.

Ms. Olson stated that's another clarity that needs to be on the document.

Mr. Green then asked how that was going to affect what's going up there now as far as the games?

Mr. Richardson stated he wouldn't use the field because of those over hanging things; but that's not his call.

Ms. Vaughn said that's not ... that's a city issue, city council ... they (EDC) can't make that decision.

Mr. Pruitt stated that they did have a representative of the youth sports league here and they have the lease.

Mr. Green stated he was going to ask ...

Ms. Vaughn asked if they had a signed lease?

Mr. Pruitt nodded yes.

Ms. Olison stated now that she has clarity this is a proposal, that he's proposing this particular for the dugouts, for picnic areas at these particular feet, paint all framing and ... Columns she believes that's what it says. Install galvanized something and haul off debris. On the dugouts he has 2?

Ms. Vaughn replied yes.

Ms. Olison continue reading, rebuild frame for metal roof?

Ms. Vaughn added, install 4 dugouts, so maybe they need some clarity. She pointed out that he had 2 in one area of the quote and 4 in another area. She then added they have 4 dugouts and 4 picnic tables so ...

Mr. Richardson stated that they only have 2 dugouts and no picnic tables at all was included in their original bid. Unless its something the city is planning on doing, he doesn't know.

Ms. Vaughn stated it says 4 picnic covers, it should be just 2 not 4. They have 4 but it should be 2.

Ms. Olison repeated 2 dugouts and 4 picnic cover areas based on the information they have there.

Ms. Vaughn stated, correct.

Ms. Olison stated, proposal from 9G Remodeling.

Ms. Vaughn stated they could have him to re-do it.

Mrs. Flores stated she would like to see more detail in his proposal, like exactly what he's going to do. It has paint only and he may just paint over it and they can't go back and tell him anything; because he would say my proposal said paint.

Mr. Richardson said then she wants an itemized, detail description typed.

Ms. Olison replied yes.

Ms. Vaughn confirmed what she was saying. She was saying painting, there needs to be clarity on what he's done out there already.

Mrs. Flores added, how is he going to rebuild, what's he doing to rebuild, how is he going to install the panel.

Ms. Vaughn asked if they would like for him to come before the board?

Mr. Richardson stated that would be find.

Ms. Vaughn stated she thought that would be best and he can explain.

Mr. Richardson stated the frame they have right now won't support what you have up there now. So, he has to remove those along with the wiring and to rebuild like six feet up. The one that's in the base on the ground is fine, it's what's above, and if you're going to redo it you're going to have to restructure all of that with new metal because it won't hold.

Mrs. Flores ask what if he comes and just tries to patch together what's there it's not going to work.

Mr. Richardson again stated they have not approved it; they can tell him what they want.

Mrs. Flores stated they wanted something that's going to last out there.

Ms. Vaughn asked them had they been to the park since they've redone ...

Mr. Richardson stated he had and took pictures but he hadn't gotten them down loaded to Vickie.

Mrs. Flores said the kids go often.

Mr. Richards stated he would send the pictures to Vickie tomorrow.

Ms. Vaughn stated this would be another items that would be on the next agenda, with the corrections and what this board is expecting from 9G Remodeling.

Agenda Item #9 Update on Hovas Park Baseball Field. *(Nathaniel Richardson)*

Mr. Richardson stated they had a meeting and he was okay with the field. The field is useable providing they post signs before they turn people loose on it; but that's not his call. Apparently, they've spent \$300,00 something and they don't have much of a say what goes on. Because he would not let anybody on the field until they approved it. So, he's met with the youth league president, the contractor, the mayor, maintenance director and the police chief because of the allegations that no one was monitoring it so, if that's an issue lets get the police chief that's over it to do it. Because people were out there, and he needs to know who authorized it because they hadn't got a release from the contractor that they could move forward. He was not notified, maybe someone else was notified. It was approved by he does not know; but since it was his project, he would have thought in his thinking someone on this board should have been included on that decision making.

Ms. Vaughn asked Mr. Pruitt if he knew.

Mr. Pruitt stated that the Brookshire Youth Sports League has a signed lease with the city and the initial term is one year for the ... and that initial year the city will work with the sports league to allow the league to operate there. From the last council action, it was limited area to just the fields alone.

Ms. Vaughn asked limited to the fields?

Mr. Pruitt added he thought their original discussion was including the soccer fields. Council took that field out so, the lease agreement with Brookshire Youth Sports League was only for the baseball fields. The city and the Brookshire Youth Sports League were to work out a schedule so they can make sure that there's no conflicting events ...

Ms. Vaughn said like for the city events?

Mr. Pruitt repeated city events and for Brookshire Youth Sports League to make sure there is nothing conflicting there, hopefully that's happened.

Ms. Vaughn asked, Cinco de Mayo is that this weekend? Several replied yes.

Mr. Pruitt continued by saying that should be a part of the lease. There are maintenance requirements for the city and for Brookshire Youth Sports League in that lease. The main issues is going to be ... the council was also concerned about having the Brookshire Youth Sports League in the pavilion, in the second level ... they've allowed the first floor of that pavilion for them to do concessions. The improvements on that is with you and the city that's who's operating it in there not the Brookshire Youth Sports League. It's really basic using the baseball fields for a five-year term, initially it's a one-year term lease to see how the season goes and any issues we have and we can go back to the lease if they need to adjust anything.

Ms. Vaughn stated that she's hearing that there is an option for five but they're doing one?

Mr. Pruitt stated that it's a five year lease the first ... you have one year with renewables. So, they're in the first year now. Just like with any kind of lease agreement that's if there's an issue from the Brookshire Youth Sports League side to the city then they notify the city of the issue then the city corrects it and same city to the sports league ...

Ms. Vaughn wanted to know who is contact first?

Mr. Pruitt said there was a point of contact in the lease. He believes it's Mr. Kelly and the mayor are the two points of contact for the city.

Ms. Vaughn stated her question also to him, Mr. Jenkins do they have signs out on the rules?

Mr. Jenkins stated not at this moment; but he had pulled up some and given them to Mr. Kelly that they use in Katy. He thinks there are about 10 signs that they have to look at to see what the city wants.

Mrs. Flores asked if they were using the field yet, have they started the league yet?

Mr. Jenkins replied yes.

Ms. Vaughn asked if Mr. Helms ... was everything taken care of?

Mr. Richardson replied that it's a go. He saw nothing wrong except for condition of the overhang and they didn't have signs up. That was his only concern what they do after that it's on them.

Ms. Vaughn thanked Mr. Richardson for his update and for his work on getting this project done.

Agenda Item #10 Discussion and possible action approving bids from Kraftsman for Bostic Park & Longenbaugh Park.

Mrs. Vaughn stated she include the old bid, they don't have an updated one; but she still ... but director, Jones was the point of contact and the person that's been diligently working and she needs to apologize to him because she knows he's been trying to get this done; but because she thought the city was going to have other issues with the Bug Life situation, she put it on hold. Now there are no issues with that situation ... with the Bug Life situation we want to move forward with it.

Mrs. Flores asked if they were going to get more bids or was this the only one?

Mrs. Vaughn stated they could get more bids but at the time this is the bid that ... that's the bids we had initially; but yes, they can.

Mr. Richardson stated it would help if they would stay with the same vendor that they have a all three of the parks so you're not having different contractors that's doing different things; but he knows it's a money issue as well; but he thinks they need to look at that as well as they move through that they have some consistency in those parks.

Mrs. Flores stated she understood that; but she would just like to see ... compare cost.

Ms. Vaughn stated that's what they did before. They originally had Kraftsman and several other bids/vendors. The board went with Kraftsman.

Ms. Olison stated they started with bids on the park's projects ... it's been a while; but they started with several companies come out and give them bids as for the work and they chose Kraftsman. They've pretty much ... that's how they wound up with Kraftsman. She continued to talked on getting other companies out for bids. She then stated that this is the older bid prices may have increased.

Ms. Vaughn stated that they had. Ms. Casto had contacted them (Kraftsman). So, no matter who they get the prices with have increased.

Mr. Green stated that he knew this company had been around for a long time.

Ms. Vaughn stated they had done ...

Mr. Green said they've done a lot of work, and he has friends in other cities that ...

Ms. Vaughn said and they've done theirs. Everything pretty much out at Hovas Park ...

Mr. Green said except for the water park and that company no longer exists so that's why you need to go with the company with a reptile record...

Ms. Vaughn stated she agreed.

Mr. Green continued by saying that's been in business longer than a year.

Ms. Vaughn stated they would put this back on the agenda.

Ms. Olison said for updates on what they have right now for both parks ... Longenbaugh and Bostick.

Ms. Vaughn replied, correct.

Ms. Vaughn stated that there was no need to go into Executive Session and moved on to agenda item #12

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.

Agenda Item #12 EDC Coordinator's report

Ms. Vaughn stated that she had Vickie to contact Mike and she didn't see a need for him to drive in tonight because they have the report in front of them. If they have any questions, they can get them to him. There is no potential business that they need to go into executive session. She then asked if any one had any questions on the EDC coordinator's report?

Agenda Item # 13 Adjournment.

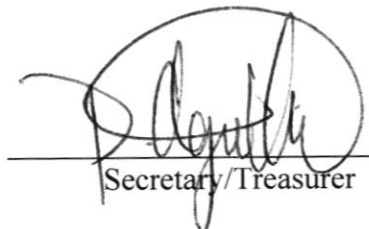
Motion was made to adjourn.

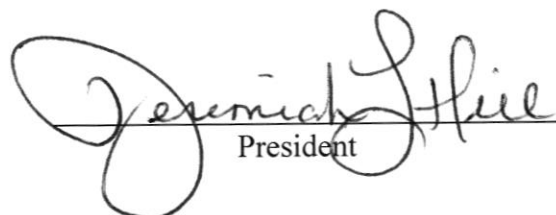
Vice-President, Sandra Olson / Director, Mistie Flores

All For
Motion Carried

7:01 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/Treasurer


President

Prepared by Vickie Casto