



**CITY OF INGLESIDE DEVELOPMENT CORPORATION (4B)
BOARD OF DIRECTORS
REGULAR MEETING
JULY 20, 2021, 6:30 P.M.
MINUTES**

1. Call to Order: *Meeting was called to order by Vice President Teresa Flores at 6:30 PM and a quorum was established.*

Board Members Present: *Teresa Flores, Cindy Wilson, Alana Seaman, Larry Adams. Rene Contreras arrived at 6:43 PM, and Scott Shaler arrived at 6:57 PM.*

Board Members Absent: *Towanda Martin*

Staff Present: *Jodi Carr*

Guests: *Councilman Stewart Wilson, Cassandra Bell, Mrs. Kelly Bowen*

*Note: Vice President Flores moved Agenda Items around due to the tardiness of two Board Members, therefore the order of the Minutes is different than the posted Agenda.

2. Citizen Comments: *None*

Consent Agenda Items:

3. Consideration and review of tax receipts for June
4. Consideration, review, and action regarding approval of Regular Meeting Minutes from 5/18/21

Cindy Wilson moved to approve Consent Agenda Items: tax receipts for June, and approval of Regular Meeting Minutes from 5/18/21. Larry Adams seconded and the motion passed unanimously.

Other Updates:

5. Board Training: *Jodi Carr discussed Board training opportunities. A virtual training is available through TEDC and she will find out the time requirement for the program and send out the information in an email. Another training is available through Next Move Group and that session is just over an hour. That link will be emailed to the Board.*
6. Faith Park Update: *Jodi Carr informed the Board that recently the City Council voted to create a notice of intent to issue a tax bond that would include funds to fully rehabilitate Faith Park in the manner the 4B suggested to City Council. The funding would not be available until the new fiscal year in October. RFP's were received on the softball fields and that will be the first project with other projects to follow.*
7. Oath of Office for reappointed Board Members Cindy Wilson and Scott Shaler, and newly appointed Board Members Alana Seaman and Larry Adams: *Cassandra Bell issued the Oath*

of Office for Cindy Wilson, Alana Seaman, and Larry Adams. Scott Shaler was not present and will receive his Oath at City Hall at another time.

** At this time, President Contreras joined the meeting and began presiding.*

8. *Retail Coach Update: A report was provided by Retail Coach. A Retail Dashboard has been provided by them and uploaded to the IDC Webpage. There is a new retail strip center planned in Ingleside and Retail Coach is working with the developer. Jodi will be attending Retail Live and ICSC to make appointments set for Ingleside by Retail Coach with retailers. More information will be provided next month.*

9. *Next Meeting: The date of the next meeting is August 17, 2021.*

Facade Grant Action Item:

10. *Consideration, discussion, and action regarding Façade Improvement Grant submission from Arrow Self Storage: This item was brought back to the Board because the applicant missed the stated rule of 90 days to complete the project and all required documents as detailed in the Façade Improvement Grant Program Guidelines & Application were not submitted. There were multiple issues concerning this application: the project was 35 days passed the deadline for completion; applicant changed the scope of work without Board approval; items that were not included in the approval process were submitted for reimbursement; lack of required wind storm certificate; lack of detailed invoices and receipts for payment; applicant submitted Lowe's receipts totaling \$749.58 that were not part of the approval process; applicant submitted invoices for reimbursement on grocery items such as a 32-count case of water, multiple Monster drinks, and an 8-count case of Gatorade; applicant did not communicate with staff that there was a problem meeting the 90 day rule and when informed that the project was late the applicant stated he didn't know there was a 90 day deadline and offered no explanation for not following the rules. The deadline was provided to the applicant in three different ways: 1) told verbally by staff the day he picked up the grant application; 2) it is detailed in the Guidelines & Application; and 3) it is included in the Notice to Proceed letter that is mailed via US Mail and also sent via email. Per the Façade Improvement Grant Program Guidelines & Application, "The IDC reserves the right to terminate any agreement under the Façade Improvement Grant Program if a participant is found to be in violation of any conditions set forth in these guidelines and procedures outlined in this document." Teresa Flores moved to disapprove the grant based on incompleteness of guidelines of the program and due to late submission. Cindy Wilson seconded. Motion carried by vote of 4 – 2, with "Nay" votes by Rene Contreras and Scott Shaler. Façade Improvement Grant for Arrow Self Storage Terminated and Closed.*

Action Items:

11. *Consideration, discussion, and action regarding election of officers for positions of President, Vice President, and Secretary of the Board of Directors: Rene Contreras nominated Teresa Flores to serve as President. Cindy Wilson nominated Rene Contreras to serve as Vice President. Cindy Wilson nominated Scott Shaler to serve as Secretary. Scott Shaler moved to approve the nominations of Teresa Flores as President, Rene Contreras as Vice President, Scott Shaler as Secretary. Rene Contreras seconded and the motion carried unanimously.*

12. *Consideration, discussion, and action regarding the adoption of the 2021/2022 IDC Work Plan: The Board discussed the Work Plan with the focus on Quality of Place. This document*

will go to City Council with the IDC Budget. Teresa Flores moved to approve the 2021/2022 IDC Work Plan. Scott Shaler seconded and the motion carried unanimously.

13. Consideration, discussion, and action regarding the adoption of the 2021/2022 Budget: Jodi Carr discussed several items she is researching and would like the Board to include in the Budget. The dollars would stay in the Downtown Revitalization account for parking options. Cindy Wilson asked who would maintain it if the city owned it. Jodi Carr discussed an idea for affordable housing for single family residences and the budget description will be Single Family Housing Fees. There is more to research on the parking and the housing but will be included in the Budget. It was clarified that training dollars will also cover Board training. Teresa Flores asked about the salary agreement with the City. Scott Shaler requested the amount budgeted for parks and recreation be changed to \$100,000. Teresa Flores moved to adopt the 2021/2022 Budget with the change to the parks and recreation line to \$100,000. Scott Shaler seconded and the motion carried unanimously. The budget will be sent to City Council and will go through the public hearing process along with the City Budget.
14. Consideration, discussion, and action regarding Tablets: Teresa Flores moved to table the tablets. Rene Contreras seconded and the motion carried unanimously.
15. Other Business: A table will be purchased for the San Patricio County EDC Annual Banquet. The Façade Grant check presentation newspaper article was presented to the Board. There are no open Façade Grants at this time.
16. Adjourn: Rene Contreras adjourned the meeting at 8:43 PM.

Minutes respectfully submitted by Jodi Carr.

ATTEST:



Scott Shaler, Secretary

APPROVED:



Teresa Flores, President