CITY OF INGLESIDE DEVELOPMENT CORPORATION (IDC)
BOARD OF DIRECTORS
REGULAR MEETING
NOVEMBER 19, 2024, 6:00 P.M.
MEETING MINUTES

1. Call to Order: *Meeting was called to order by President Cindy Wilson at 6:00 PM and a quorum was established.*

   Board Members Present: *Cindy Wilson, Towanda Martin, David Pruitt, Paul Baen, Amanda Torres*

   Board Members Absent: *Amy Polasek, Alana Seaman*

   Staff Present: *City Manager Brenton Lewis, IDC Executive Director Jodi Carr, Gary Paredez, Caron Vela, Bernard Rodriguez, Priscilla Solis*

   Guests Present: *Mayor Oscar Adame, Teresa Flores, Robert Schwebel, Steve Cannon, Representatives from Project YaREN*

2. Citizen Comments: *None*

Presentation:

3. Project YaREN: *Executive Director introduced Cheryl Howard, Specialist, Stakeholder Engagement Public Affairs, Communications & Sustainability for Enbridge in support of YaREN. Mrs. Howard introduced the panel, and a brief presentation was given regarding Project YaREN, a low carbon blue ammonia facility proposed at the Enbridge Ingleside Energy Center location. Guests speaking: Cheryl Howard, Enbridge; John Mazza, Enbridge; Tarek Shaaban, Project YaREN, Stephanie Hajducek, Project YaREN; Chris Richter, Kroll.*

Public Hearing:

4. Conduct a Public Hearing regarding Project Request from City of Ingleside for Reconstruction of a Portion of Gallion Street, as a Type B Project: *President Wilson opened the Public Hearing at 6:17 PM.*

   Speaking in Favor: Director of Infrastructure Services Gary Paredez. Mr. Paredez gave a quick synopsis of the current condition of Gallion Street.

   Against: None.

President Wilson closed the Public Hearing at 6:20 PM and reconvened into Regular Meeting.

Action Items:

5. Discussion and action regarding BIG Grant Application from Lone Star Lumber: *Executive Director Carr introduced Robert Schwebel, owner of Lone Star Lumber as applicant for BIG Grant. Mr. Schwebel gave an overview of his proposed project to revamp the parking lot. Board Member David Pruitt wanted to make sure they considered the drainage. Board Member Towanda Martin reiterated a project cannot start before the Notice to Proceed is issued. Board Member Paul Baen noted that the quote was older and Mr. Schwebel said he had verified that it was still valid. Board Member Amanda Torres commented that this is a good project, and the other Board Members concurred. Board Member Amanda Torres moved to approve the BIG Grant Application from Lone Star Lumber for one – half of costs up to a maximum payment of $10,000. Board Member David Pruitt seconded, and the motion carried unanimously.*

6. Discussion and action regarding Façade Grant Application from Lone Star Lumber: *Robert Schwebel, owner of Lone Star Lumber explained the application for the Façade Grant. The scope of the work would be outside building demolition and repair/remove/replace fencing. Board Member Amanda Torres asked about the roof repair that was included in the bid. Board Member Towanda Martin made the motion to approve the Façade Grant Application from Lone Star Lumber for one-half of costs up to a maximum payment of $5,000. Board Member Amanda Torres seconded, and the motion passed unanimously. Executive Director Carr informed Mr. Schwebel the Notice to Proceed would be issued for both grants would be sent the next day, and she would be available for assistance throughout the process. Carr made note of the 90-day term on the grant.*

7. Discussion and action regarding Project Request from City of Ingleside for Reconstruction of a Portion of Gallion Street, as a Type B Project: *Executive Director Carr gave an overview of the Project Request from the City of Ingleside to remove and reconstruct approximately 175 linear feet of Gallion Street to expand business enterprise in Ingleside. City Manager Brenton Lewis and Director of Infrastructure Gary Paredez explained the current condition of the street and the purpose for the reconstruction. A bid was provided by an outside contractor. President Cindy Wilson said the City had approved purchasing new equipment for streets and asked if the City would be building the street. The Board was told this street would be built by an outside contractor. President Wilson asked about the distance that was proposed. City Manager Lewis said the extra length allows for the road cut that is required for water and sewer to the commercial location. Executive Director Carr said the retail project she was working on was in jeopardy if we could not get this resolved therefore, she met with City Manager Lewis to brainstorm this solution. The road will need to be engineered, at an additional cost. Board Member Paul Baen asked who would be the engineer on the project and City Manager Lewis answered it would be Lynn. Board Member Paul Baen moved to approve the Project Request from the City of Ingleside for Reconstruction of a Portion of Gallion Street as a Type B Project not to exceed $80,000. Board Member David Pruitt seconded, and the motion carried unanimously.*

8. Discussion and action regarding Basketball Pavilion at Faith Park: *Executive Director Carr informed the Board that the bid containing all the Board's requirements was in the packet. This bid, through Buy Board, now includes regulation size with electricity/lighting, at a cost of $266,986.89. Board Member David Pruitt inquired about the location and asked if it would affect the walking path. Executive Director Carr said she made sure at the beginning of the bid gathering process that the location would not interfere with the proposed walking path. President Cindy Wilson confirmed that this was turnkey and included everything that the Board requested. Teresa Flores wanted to make sure the pavilion would be covered by the city insurance. Jodi Carr said when the Board approves this project it will need to go to City Council along with a budget amendment request for funding. IDC budgeted for $200,000 in Capital Budget and the remainder would need to come from the fund balance. Teresa Flores asked who would receive the rebate from Buy Board at the end of the year. President Wilson asked how long the bid is valid. Mr. Paredez will check into it. Board Member Paul Baen said naming rights of the pavilion should remain with the IDC and the other board members concurred. Board Member Towanda Martin moved to approve the project as presented with a budget amendment from fund balance. Board Member David Pruitt seconded, and the motion passed unanimously.*

9. Discussion and action regarding approval of Regular Meeting Minutes dated 9-17-24: *Board Member David Pruitt made the motion to approve Regular Meeting Minutes dated 9-17-24 as presented. Board Member Towanda Martin seconded, and the motion carried unanimously.*

10. Discussion and acceptance regarding Financials: *Executive Director Carr said financials from September and October are in the packet. Ms. Carr asked Finance Director Caron Vela about the missing UB tax deposit for September. Director Vela did not know but will investigate. Board Member Paul Baen asked about the newly created Fund 24 related to claim on pool cash from Fund 23 and when will be corrected. Ms. Carr said she has been watching it but knew Director Vela would be correcting it because it was related to the new Fund 24. Director Vela will rectify when she finds the best way to accomplish it. Board Member Paul Baen moved to accept the financials with UB tax and claim on pool cash rectified. Board Member Amanda Torres seconded, and the motion carried unanimously.*

11. Discussion and action regarding Legal Counsel: *Executive Director Carr said this was discussed at the last meeting, therefore she had reached out to several attorneys prior to this meeting. She learned of a new attorney at a recent conference and contacted him. He prepared an engagement letter for the Board to consider, and Ms. Carr passed the letter around. He said if the Board elected to engage their services there would be a Resolution prepared for the next Board meeting. Board Member Paul Baen made the motion to engage with Denton Navarro Rodriguez Bernal Santee & Zech, P.C. for general counsel legal services and have President Cindy Wilson sign on behalf of the IDC Board. Board Member Towanda Martin seconded, and the motion passed unanimously.*

Other Updates:

12. Clean Up Ingleside: *Executive Director Carr reviewed that the IDC was the impetus behind starting Clean Up Ingleside. It took some time, but the Garden Club decided to take it on as*

a project. Carr said IDC has donated trash bags. Board Member Towanda Martin asked if they need anything now. Executive Director Carr will get with Martha Habluetzel to see what they need. Carr included a news article to show Clean Up Ingleside activity. She said IDC did good with getting this off the ground and Clean Up Ingleside is doing important things for Ingleside.

13. Digital Sign: *Executive Director Carr updated that the sign had been ordered but we are not sure when it will be ready. Director Paredez said the city has electrical conduit in place and the electric box is needed. President Cindy Wilson asked if it will be used to promote different functions. City Manager Lewis said he would make sure IDC's name would be on the sign.*

14. Quarterly Report: *Report attached for information.*

15. Vessel Turn In Program: *Final report attached for information.*

16. Tourism Friendly Certification: *Executive Director Carr informed the Board that as of today, Ingleside has been officially certified as a Tourism Friendly City. A brand-new program within the Governor's Office, we have been working to attain this certification throughout the past year. Ingleside is one of 25 to receive this certification in this inaugural program.*

17. Other Business/ Comments from Board: *Executive Director Carr introduced Director Development Services Bernard Rodriguez. President Cindy Wilson said we will not have a Board Meeting in December. Board Member David Pruitt said thank you to IDC for what you do, he thinks it is great and helps the city. Board Member Towanda Martin thanks Executive Director Jodi Carr for all she does. She knows Carr is busy and wanted to acknowledge all the work she does. Executive Director Carr said there is a training opportunity that she will send out to the Board for December. Mrs. Teresa Flores asked Ms. Carr if she would email a total of all the expenditures discussed in tonight's meeting.*

18. Adjourn: *President Cindy Wilson adjourned the meeting at 8:11 P.M.*

Meeting Minutes respectfully submitted by Jodi Carr.

ATTEST:

Alana Seaman

Alana Seaman, Secretary

APPROVED:

Cynthia Wilson

Cynthia Wilson, President