

RICHARD WARREN, PRESIDENT
SHELLEY FULLER, BOARD MEMBER
VACANT, BOARD MEMBER
CHUCK ENGELKEN, BOARD MEMBER



DANNY EARP, BOARD MEMBER
JOHNNY MORALES, BOARD MEMBER
NANCY OJEDA, VICE-PRESIDENT

CITY OF LA PORTE DEVELOPMENT CORPORATION MEETING AGENDA

Notice is hereby given of a meeting of the City of La Porte Development Corporation to be held on January 27, 2020, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, beginning at 5:00 pm to consider the following items of business:

1. **CALL TO ORDER**
2. **CITIZEN COMMENT** (Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.)
3. **CONSENT AGENDA** (*Approval of Consent Agenda items authorizes each to be implemented in accordance with staff recommendations provided. An item may be removed from the consent agenda and added to the Statutory Agenda for full discussion upon request by a member of the Committee present at this meeting.*)
 - (a) Approve minutes of the meeting held on November 11, 2019. [Richard Warren, President]
4. **PUBLIC HEARING AND ASSOCIATED MATTERS**
 - (a) The La Porte Development Corporation Board of Directors will hold a public hearing to hear comment on consideration to authorize the following City capital improvement projects: Northwest Park Lighting Project, Golf Course Infrastructure Project Phase 1, Golf Course Infrastructure Project Phase 2, Five Points Town Plaza Restroom/Pavilion Project, Playground Improvement Project, Wave Pool Renovation Project, Golf Course Clubhouse Repair Project, Fourteenth Street Park Playground Equipment Project, and the Fairmont Park Fitness Equipment Project; followed by discussion and possible action to authorize the following projects: Northwest Park Lighting Project, Golf Course Infrastructure Project Phase 1, Golf Course Infrastructure Project Phase 2, Five Points Town Plaza Restroom/Pavilion Project, Playground Improvement Project, Wave Pool Renovation Project, Golf Course Clubhouse Repair Project, Fourteenth Street Park Playground Equipment Project, and the Fairmont Park Fitness Equipment Project. [Ryan Cramer, Economic Development Coordinator]
5. **STAFF REPORTS**
 - (a) Discuss the Board's involvement with the national ICSC conference. [Ryan Cramer, Economic Development Coordinator]
 - (b) Discuss potential options for an economic development strategic plan. [Ryan Cramer, Economic Development Coordinator]
6. **SET DATE FOR NEXT MEETING**

7. **Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Committee members and City staff, for which no formal action will be discussed or taken.**

8. **ADJOURN**

If, during the course of the meeting and discussion of any items covered by this notice, the La Porte Development Corporation Board determines that a Closed or Executive Session of the Board is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with counsel on legal matters; Section 551.072 - deliberation regarding purchase, exchange, lease or value of real property; Section 551.073 - deliberation regarding a prospective gift; Section 551.074 - personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Section 551.076 - implementation of security personnel or devices; Section 551.087 - deliberation regarding economic development negotiation; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the La Porte Development Corporation Board will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's office (281-470-5019), two working days prior to the meeting for appropriate arrangements.

CERTIFICATE

I, Lee Woodward, City Secretary, do hereby certify that a copy of the January 27, 2020, La Porte Development Corporation Board agenda was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.LaPorteTX.gov, in compliance with Chapter 551, Texas Government Code.

DATE OF

POSTING

TIME OF

POSTING

TAKEN DOWN

Lee Woodward

Lee Woodward, City Secretary

RICHARD WARREN, PRESIDENT
NANCY OJEDA, VICE-PRESIDENT
CHUCK ENGELKEN, BOARD MEMBER
VACANT, BOARD MEMBER



DANNY EARP, BOARD MEMBER
JOHNNY MORALES, BOARD MEMBER
SHELLEY FULLER, BOARD MEMBER

MINUTES OF THE LA PORTE DEVELOPMENT CORPORATION BOARD MEETING OF NOVEMBER 11, 2019

The City of La Porte Development Corporation Board met on Monday, November 11, 2019, at the City Hall Council Chambers, 604 West Fairmont Parkway, La Porte, Texas, at 4:30 p.m., with the following in attendance:

Board members present: Richard Warren, Chuck Engelken, Danny Earp, Johnny Morales (*arrived at 4:38 p.m.*), Nancy Ojeda,
Board members absent: Shelley Fuller

Council-appointed officers present: Corby Alexander, City Manager; Lee Woodward, City Secretary; Clark Askins, Assistant City Attorney

1. **CALL TO ORDER** – President Warren called the meeting to order at 4:30 p.m.
2. **PUBLIC COMMENTS** (*Generally limited to five minutes per person; in accordance with state law, the time may be reduced if there is a high number of speakers or other considerations.*)
3. **AUTHORIZATIONS**

(a) Approve minutes of the meeting held on September 23, 2019. [Richard Warren, President]

Board member Engelken moved to approve the minutes of the September 23, 2019 meeting: the motion was adopted, 4-0. (Not a quorum for October meeting.)

(b) Presentation, discussion, and possible action to approve posting and beginning a 60-day comment period for proposed CIP projects for Fiscal Year 2019-2020 utilizing La Porte Development Corporation Board funds. [Ryan Cramer, Economic Development Coordinator]

Board member Earp moved to approve staff to publicly post and begin a 60-day comment period for nine projects totaling \$2,300,700 over two years, including the Northwest Park Lighting - \$523,950; Golf Course Infrastructure 1 - \$169,000; Wave Pool Renovations - \$250,000; Five Points Pavilion - \$350,000; Golf Course Clubhouse Repair - \$52,800; Golf Course Infrastructure 2 - \$600,000; Handicap Accessible Playground - \$250,000; 14th Street Playground Equipment Project - \$55,000; and Fairmont Park Fitness Equipment - \$50,000: the motion was adopted, 4-0.

(c) Presentation, discussion, and possible action on proposed mini-mural renderings and strategy for painting of traffic control boxes on Main Street. [Ryan Cramer, Economic Development Coordinator]

Board member moved to move forward with the Sylvan Beach design (without the sign shown in the center of the rendering) and for staff to return with renderings for the three other boxes (the board had considered the LPHS bulldog, the San Jacinto Monument, perhaps a water tower, and one reflecting the City's three first responder entities): the motion was adopted, 5-0.

4. SET DATE FOR NEXT MEETING

The next meeting was scheduled for January 27, 2020.

5. *Hear announcements concerning matters appearing on the agenda; items of community interest; and/or inquiries of staff regarding specific factual information or existing policy from the Committee members and City staff, for which no formal action will be discussed or taken.*

6. **ADJOURN** – Without objection, the meeting was adjourned at 4:47 p.m.

Lee Woodward, City Secretary



REQUEST FOR LA PORTE DEVELOPMENT CORPORATION BOARD AGENDA ITEM

Agenda Date Requested: January 27, 2020

Requested By: Ryan Cramer, Econ. Dev. Coord.

Department: CMO

Report Resolution Ordinance

Exhibits: None

Appropriation

Source of Funds: Fund 015 Transfer

Account Number: 038-6030-565-9015

Amount Budgeted: \$1,345,700

Amount Requested: \$2,300,700

Budgeted Item: Yes No

SUMMARY

At the Board's November 11th meeting, approval was given opening the 60-day public comment period on CIP expenditures. January 27th is the 60th day and to date staff has received no comments.

The Board decided to approve potential CIP projects for both the '19-20 fiscal year as well as the '20-21 fiscal year on this timeline:

2019-2020 Fiscal Year

- Northwest Park Lighting Project - \$523,950
- Golf Course Infrastructure 1 - \$169,000
- Wave Pool Renovations - \$250,000
- Five Points Pavilion - \$350,000
- Golf Course Clubhouse Repair - \$52,800

2020-2021 Fiscal Year

- Golf Course Infrastructure 2 - \$600,000
- Handicap Accessible Playground - \$250,000
- 14th Street Playground Equipment Project - \$55,000
- Fairmont Park Fitness Equipment - \$50,000

Staff will still seek approval from this Board before acting on any '20-21 projects, whether through the regular budget process or a '19-20 budget amendment.

RECOMMENDED MOTION

I move to approve the following Capital Improvement Projects:

- Northwest Park Lighting Project - \$523,950
- Golf Course Infrastructure 1 - \$169,000

- Wave Pool Renovations - \$250,000
 - Five Points Pavilion - \$350,000
 - Golf Course Clubhouse Repair - \$52,800
 - Golf Course Infrastructure 2 - \$600,000
 - Handicap Accessible Playground - \$250,000
 - 14th Street Playground Equipment Project - \$55,000
 - Fairmont Park Fitness Equipment - \$50,000.
-

Approved for the La Porte Development Corporation Board meeting agenda

Corby D. Alexander, City Manager

Date



**REQUEST FOR LA PORTE DEVELOPMENT CORPORATION BOARD
AGENDA ITEM**

Agenda Date Requested: <u>January 27, 2020</u>
Requested By: <u>Ryan Cramer, Econ. Dev. Coord.</u>
Department: <u>CMO</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	<u>Training/Seminars</u>
Account Number:	<u>038-6030-565-3020</u>
Amount Budgeted:	<u>\$10,000</u>
Amount Requested:	_____
Budgeted Item:	<input checked="" type="radio"/> Yes <input type="radio"/> No

Exhibits: None

SUMMARY

During the budget process we added in money for tradeshow with an eye towards the ICSC national conference in Las Vegas, specifically bringing Board members.

The conference is May 17th-19th. The advance registration fee, valid until April 24th, along with a yearlong ICSC membership would be \$780 per person versus \$1,370 per non-member. Cost estimates show that hotels range from about \$200-\$300 a night and airfare is about \$200-250 round trip.

Staff wishes to entertain discussion with the Board concerning this item if there is still interest.

RECOMMENDED MOTION

No action needed

Approved for the La Porte Development Corporation Board meeting agenda

Corby D. Alexander, City Manager

Date



REQUEST FOR LA PORTE DEVELOPMENT CORPORATION BOARD AGENDA ITEM

Agenda Date Requested: <u>January 27, 2020</u>
Requested By: <u>Ryan Cramer, E.D. Coordinator</u>
Department: <u>Administration</u>
<input checked="" type="radio"/> Report <input type="radio"/> Resolution <input type="radio"/> Ordinance

Appropriation	
Source of Funds:	_____
Account Number:	_____
Amount Budgeted:	_____
Amount Requested:	_____
Budgeted Item:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Exhibits: None

SUMMARY

At our last meeting, there was interest in an economic development master plan, with a specific interest in retail attraction. The Pasadena EDC has finished one study recently and started another. TIP Strategies finished an Economic Development Strategic Plan for Pasadena in July of 2018 at a cost of \$150,000 while a Convention Center Master Plan is being completed at a cost of \$275,000. Our cost would most likely be less than that. La Porte's Economic Development Strategic Plan was last updated in 2009, while the Economic Development chapter of the City's Comprehensive Plan was updated in 2012.

There are three general routes available in this matter:

- i. True Strategic Plan. This would serve as our roadmap for economic development in La Porte going forward, offering insight on potential corridors staff and the Board should focus on with a scope that goes beyond retail. General cost seems to be in the \$100,000 to \$150,000 range.
- ii. Retail Recruitment. This option provides the City with analytics, a retail specific recruitment strategy and representation at trade shows etc. This would be very similar to the Catalyst report done in 2013 with recruitment added in. The cost appears to be between \$40,000 and \$60,000.
- iii. General Data Update. This is the least involved of the options, we would be refreshing our numbers, specifically as it relates to Primary Trade Area and how that compares to certain retailers. This can be done for less than \$10,000.

This item was not specifically budgeted for. Higher cost strategies would most likely have to be budgeted for in the next budget cycle.

With the information taken from this discussion, staff can put together a RFP and go out for bid.

RECOMMENDED MOTION

Approved for the La Porte Development Corporation Board meeting agenda

Corby D. Alexander, City Manager

Date