

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MEETING

MINUTES

September 18, 2024 - 3:30 P.M.

CITY HALL CONFERENCE ROOM

The Texas City Economic Development Corporation Board of Directors met September 18, 2024, at 3:30 p.m., in the City Hall Conference Room, 1801 9th Avenue North, in Texas City, Texas. A quorum having been met, the meeting was called to order at 3:31 p.m. by Mark Ciavaglia with the following in attendance:

(1) DECLARATION OF QUORUM

(2) ROLL CALL

Present: Mark Ciavaglia, Chairperson  
Randy Dietel, Vice-Chairperson  
Dedrick D. Johnson, Mayor/ Director  
Teresa Poston, Director  
Phil Roberts, Director

Absent: Cynthia Rushing, Ex-Officio Member / Treasurer

Staff Present: Jon Branson, Executive Director of Management Services  
Kristin Edwards, Economic Development Director  
Rhomari Leigh, Board Secretary  
Ariel Callis, City Staff  
George Fuller, City Staff

Attendees: Alexis Kopp, TCISD  
Jamie Louviere, TCISD  
Amy Reid, Small Business Development Center

(3) CONFLICT OF INTEREST DECLARATION

There were none.

(4) Consider Approval of the May 29, 2024 Meeting Minutes.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Director Phil Roberts

**Vote:** 5 - 0 CARRIED

(5) PUBLIC COMMENTS

There were none.

**(6) NEW BUSINESS**

- (a)** Discussion and possible action on Resolution No. 2024-15, authorizing the transfer/exchange of property the Texas City Economic Development Corporation (TCEDC) currently owns, which is located at 601, 4th Street North, further described as Property ID No. 758484 to Mae Ella Budwine.

Jon Branson, Executive Director of Management Services, stated staff recommends the transfer/exchange of TCEDC owned property that is located outside the IBD to Ms. Mae Ella Budwine that will enhance residential infill development within the core of Texas City.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Director Teresa Poston

**Vote: 5 - 0 CARRIED**

- (b)** Discussion and possible action on Resolution No. 2024-09, authorizing the sale of 1,499 S. Ft., of property for a drainage easement to Binnacle Texas City 51 LLC.

Jon Branson, Executive Director of Management Services, states this item was tabled from the meeting in July and staff recommends approval of the proposed sale of the property to Binnacle Development LLC., in the amount of \$3,822.45.

Motion by Vice-Chairperson Randy Dietel, Seconded by Mayor/ Director Dedrick D. Johnson

**Vote: 5 - 0 CARRIED**

- (c)** Discussion and possible action on Resolution No. 2024-16, authorizing the granting, selling, and conveying of an easement to Texas-New Mexico Power Company.

Jon Branson, Executive Director of Management Services, stated staff recommends approval of the ratification of the granting, selling and conveying of an easement to Texas-New Mexico Power Company.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Vice-Chairperson Randy Dietel

**Vote: 5 - 0 CARRIED**

- (d)** Discussion and possible action on Resolution No. 2024-17, authorizing an agreement for Architecture and Engineering Services with Joseph Hoover AIA & Associates for the renovation of an existing building to expand development services at 7800 Emmett F. Lowry Expressway.

Jon Branson, Executive Director of Management Services, stated staff recommends approval of the Resolution authorizing an agreement with Joseph Hoover AIA & Associates for architecture and engineering services and authorizing the Chairperson to execute the agreement for the project.

Motion by Director Phil Roberts, Seconded by Mayor/ Director Dedrick D. Johnson

**Vote: 5 - 0 CARRIED**

- (e) Discussion and possible action on Resolution No. 2024-18, conveying up to two parcels of property to Habitat for Humanity to further their mission to build homes, communities, and hope.

Jon Branson, Executive Director of Management Services, stated staff recommends approval of authorizing the Chairperson to execute the appropriate documents to convey up to two parcels of property to Habitat for Humanity as further described as Lot 607, GCAD ID 758483; and Lot 410, GCAD ID 758485.

Motion by Vice-Chairperson Randy Dietel, Seconded by Mayor/ Director Dedrick D. Johnson

**Vote:** 5 - 0 CARRIED

- (f) Discussion and possible action on Resolution No. 2024-19, allocate funding for roof repair for the Phoenix Business Accelerator.

Kristin Edwards, Economic Development Director, stated staff has secured a proposal through John A. Walker Roofing, Inc., a Choice Partners vendor, in the amount of \$79,815.00 to complete all necessary repairs. Funds are available in the City of Texas City's FY2023-24 annual budget from the Texas City Economic Development Corporation, Fund 801. It is possible that a portion of the funding may be reimbursed by FEMA.

Motion by Vice-Chairperson Randy Dietel, Seconded by Director Phil Roberts

**Vote:** 5 - 0 CARRIED

- (g) Discussion and possible action on Resolution No. 2024-20, authorizing a Business Improvement Grant (BIG Grant) in an amount not to exceed \$5,694.00.

Kristin Edwards, Economic Development Director, stated staff has received a completed application for the BIG Grant from La Gardenia, located in the Sixth Street Revitalization District at 210 6th Street North. The applicant is requesting assistance with signage and landscaping.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Director Teresa Poston

**Vote:** 5 - 0 CARRIED

- (h) Discussion and possible action on Resolution No. 2024-21, authorizing a Business Improvement Grant (BIG Grant) for an amount not to exceed \$8,843.10.

TABLED - No action taken.

- (i) Discussion and possible action on Resolution No. 2024-22, authorizing a TCLM Chamber Membership Grant for M&M Adult Daycare, LLC , in an amount not to exceed \$500.

Kristin Edwards, Economic Development Director, stated staff has received a completed application for the Chamber Membership Grant from M&M Adult Daycare, LLC, located at 722 25th Avenue N. Funds are available in the City of Texas City's FY2023-24 annual budget from the Texas City Economic Development Corporation, Fund 801.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Director Teresa Poston

**Vote: 5 - 0 CARRIED**

- (j) Discussion and possible action on Resolution No. 2024-23, authorizing a TCLM Chamber Membership Grant for Pressure Perfect Pros, in an amount not to exceed \$500.

Kristin Edwards, Economic Development Director, stated staff has received a completed application for the Chamber Membership Grant from Pressure Perfect Pros, located at 503 23rd Avenue N. Funds are available in the City of Texas City's FY2023-24 annual budget from the Texas City Economic Development Corporation, Fund 801.

Motion by Vice-Chairperson Randy Dietel, Seconded by Mayor/ Director Dedrick D. Johnson

**Vote: 5 - 0 CARRIED**

- (k) Discussion and possible action on Resolution No. 2024-24, authorizing a TCLM Chamber Membership Grant for Upscale Lounge, in an amount not to exceed \$500.

TABLED - No action taken.

- (l) Discussion on the proposed Texas City Economic Development Corporation budget for fiscal year 2024-25.

Kristin Edwards, Economic Development Director, gave a PowerPoint presentation.

**(7) UPDATES AND REPORTS**

- (a) Amy Reid gave a brief description of upcoming events.

Jamie Louviere gave a PowerPoint presentation.

- (b) City Staff Update

**(8) REQUEST AGENDA ITEMS FOR FUTURE MEETINGS**

None given.

**(9) ADJOURNMENT**

Having no further business, Mark Ciavaglia made a Motion to ADJOURN at 4:33 p.m. The meeting was adjourned.

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Board Secretary  
Texas City Economic Development Corporation

Date Approved: \_\_\_\_\_

