

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING

MINUTES

NOVEMBER 19, 2025 - 3:00 PM

CITY HALL CONFERENCE ROOM

The Texas City Economic Development Corporation Board of Directors met November 19, 2025, at 3:00P.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 3:01 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
Brandon Brooks, 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
Renee Edgar, Alternate Board Secretary
George Fuller, Director of Municipal Services
Nicole Miller, Parks, Recreation, and Tourism Director
Jason Gravitt, Project Administrator
Gwynetheia Pope, Purchasing Coordinator
Ariel Callis, Economic Project Manager
Jade Jones, Community Events and Tourism Manager
Brianna Galicia, Administrative Assistant
DeAndre' Knoxson, Commissioner District 1

Attendees: Travis Beltz, Marathon Petroleum

(3) CONFLICT OF INTEREST DECLARATION

There were none.

(4) PUBLIC COMMENTS

There were none.

- (5) Consider Approval of the Economic Development Corporation October 15, 2025, Meeting Minutes.

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

Vote: 5 - 0 CARRIED

- (6) NEW BUSINESS

- (a) Discuss and take action on Election of Officers and Oath of Officers.

The Board unanimously voted to keep Mark Ciavaglia as Chairperson and Randy Dietel as Vice-Chairperson.

Renee Edgar, Alternate Board Secretary, Performed the Oath of Office.

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

Vote: 5 - 0 CARRIED

- (b) Discussion and possible action on Resolution No. 2025-35, approving the actions of the Officers of the Texas City Economic Development Corporation for fiscal year 2024-2025.

Jon Branson, Executive Director of Management Services, stated that this item serves to validate smaller actions, like change orders within the budget's allowable advertisement percentage, that don't require formal Board approval.

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

Vote: 5 - 0 CARRIED

- (c) Discussion and possible action on Resolution No. 2025-36, authorizing Fiscal Year 2026 Economic Development Corporation budget.

Kristin Edwards, Economic Development Director, discussed that the adopted budget does not match the submitted amounts from EDC staff but remains within the City's overall budget parameters. Staff may request adjustments throughout the year.

Jon Branson, Executive Director of Management Services, explained more of the line item Contractual Services and stated that Professional Fees needs to be corrected.

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. 2025-37, authorizing a budget adjustment in the amount of \$281,959.00 to support a bridge replacement project at Bayou Golf Course.

Kristin Edwards, the Economic Development Director, stated that since the board authorized an incentive grant to support the bridge replacement project at the Bayou Golf Course, a budget adjustment of \$281,959.00 is now needed.

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

Vote: 5 - 0 CARRIED

- (e) Discussion and possible action on Resolution No. 2025-38, authorizing an incentive grant to support bridge replacement project at the Bayou Golf Course.

Mark Ciavaglia, Chairperson, requesting to read this item before 6d.

Kristin Edwards, the Economic Development Director, recommends that the board approve an incentive grant of \$281,959.00 to support the bridge replacement process.

Nicole Miller, Parks, Recreation, and Tourism Director, along with Jason Gravitt, Project Administrator, answered questions from the board about the proposed bridge replacement project at the Bayou Golf Course.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Director Brandon Brooks

Vote: 5 - 0 CARRIED

- (f) Discussion and possible action on Resolution No. 2025-39, authorizing demolition costs for property located at 2602 21st Street North.

Motion by Director Phil Roberts, Seconded by Director Brandon Brooks

Vote: 5 - 0 CARRIED

- (g) Discussion and possible action on Resolution No. 2025-40, authorizing a professional agreement with HdL Companies for Sales Tax administration/compliance consulting.

Kristin Edwards, Economic Development Director, recommends approving a \$11,200 annual professional services agreement with HdL Companies for sales tax administration and compliance consulting, along with contingent audit and recovery fees.

Mark Ciavaglia, Chairperson, asked to amend the motion to include pending legal review before approval.

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

Vote: 5 - 0 CARRIED

- (h) Discussion and possible action on Resolution No. 2025-41, authorizing a contribution to Higher Up Texas in the amount of \$2,500.00.

Kristin Edwards, Economic Development Director, highlighted the need for a dedicated classroom at Texas City High School for hands-on instruction in financial literacy, professional development, communication, and civic engagement.

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

Vote: 5 - 0 CARRIED

- (i) Discussion and possible action on Resolution No. 2025-42, authorizing approval of purchase of two adjacent properties located within the Industrial Business District.

Kristin Edwards, Economic Development Director, announced a conditional offer to purchase the properties, pending approval by the Economic Development Committee (EDC). Clara Holcomb has confirmed their readiness to accept the offer. Funds are available in the FY26 EDC Budget (Fund 801).

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

Vote: 5 - 0 CARRIED

(7) UPDATES AND REPORTS

- (a) Texas City-La Marque Chamber
Texas City ISD
Small Business Development
Industrial

Travis Beltz, from Marathon Petroleum, was in the audience but had no new updates or reports for the board.

- (b) City of Texas City Staff

Jon Branson, Executive Director of Management Services, commended Kristin Edwards for her nomination and successful election to the title of Vice Chairperson of HDRA Houston Regional Economic Development Alliance.

Kristin Edwards, Economic Development Director, gave an update on Shoal Point, the Galveston LNG Project, and the route-establishment project between Loop 197. She discussed the success of the Pipelines Workshop held on October 21, 2025. As well as an update on The Phoenix; they have five (5) clients and three (3) prospective clients. The Community Plaza has received good attendance at its events, and Kristin expressed her gratitude to her staff.

(8) REQUEST AGENDA ITEMS FOR FUTURE MEETINGS

There were none.

(9) ADJOURNMENT

Having no further business, Mark Ciavaglia adjourned at 4:07 p.m.

Board Secretary
Texas City Economic Development Corporation

Date Approved: _____

