



**LA MARQUE ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING MINUTES  
FEBRUARY 21, 2023**

**AGENDA:**

**1. CALL TO ORDER**

Chairman Smith called the meeting to order at 10:00 a.m.

**2. ROLL CALL**

**PRESENT:**

Gene Smith - Chairman  
Cleveland Lane - Secretary  
Bobby Hocking  
James Osteen  
Tracie Steans

**City and EDC Officials:**

Cesar Garcia	City Manager
Kierra Nance	City Clerk
Alex Getty	EDC Director
Mandy Woodburn	EDC Public Relations Specialist
Mikala Halbrook	Assistant to the City Manager

**Community Members:**

Phillip Palmer  
Wytessa O'Neal  
Joseph Lowry

**3. APPROVAL OF MINUTES**

a. Regular meeting of January 17, 2023

Board member Hocking made a motion to approve January 17, 2023, minutes. Board member Lane seconded the motion. MOTION PASSED UNANIMOUSLY.

**4. FINANCIAL REPORT**

a. Presentation of the monthly financial report

James Osteen - shared his concerns regarding a particular CD and how the financial report shows the starting and ending balance as the same. He questioned where the interest was reflected. A discussion regarding

reporting of the financial institution and the role or authority of the Finance Director in investments.

The financial report stood as submitted.

## 5. PRESENTATION

### a. Phillip Palmer; Market on 3

Phillip Palmer shared a mock-up of the proposed March Market on 3 Calendar pending Board approval. He included information regarding a quarterly event with the Galveston County Food Bank. He shared that he discussed areas of opportunity such as additional lighting, entry and exit points for food trucks, and restroom accommodations.

He shared that 12 food trucks have committed to participating in Market on 3 events, continued discussions regarding a community garage sale, holiday events, and implementing a “Kid Zone” at all events.

Board member Osteen clarified concerns regarding sales tax, vendor permits, and liability questions. Discussion ensued, and Board member Hocking interjected that some of these items could be discussed at a later item during the agenda.

### b. Wytessa O’Neal; Art Bakery

Gave a brief introduction for a conceptual business plan for the space next to Art of Coffee, creating a bakery and sandwich shop that doubles as a community center and art gallery.

The Board shared their support for the concept presented by Ms. O’Neal.

## 6. NEW BUSINESS

### a. Discussion/possible action regarding EDC staff, interested Board members, and Mayor attending the International Council of Shopping Centers convention held on May 21-23

Board member Hocking made a motion to authorize Director Getty to take those who would like to attend. Board member Steans seconded the motion. MOTION PASSED UNANIMOUSLY.

### b. Discussion/possible action regarding the application for incentives submitted by Phillip Palmer

Board member Osteen questioned if the 12 food trucks attend as proposed would this overcrowd the property. Mr. Palmer assured him that this would not be an issue due to the proposed improvements.

Board member Osteen also questioned what the proposed plan would be for if the event outgrew the location. Mr. Palmer shared that he could grow into additional days and maintain the growth.

Board member Lane made a motion to approve incentives of \$2500 per month, for a period of 11 months to Mr. Palmer. Board member Steans seconded the motion. MOTION PASSED UNANIMOUSLY.

- c. Discussion/possible action regarding the proposed lease with Phillip Palmer for the property known as 210 Highway 3

Board member Lane made a motion approve the proposed lease with Phillip Palmer for the property known as 210 Highway 3. Board member Osteen seconded the motion.

Mr. Osteen questioned when this was looking to begin. Mr. Palmer answered immediately. He instructed Mr. Palmer to work with permitting.

MOTION PASSED UNANIMOUSLY.

- d. Discussion/possible action regarding a quote received from Crescent Electric for the installation of another electric pole at 210 Highway 3

Board member Osteen made a motion to accept a quote received from Crescent Electric for the installation of another electric pole at 210 Highway 3. Board member Steans seconded the motion. MOTION PASSED UNANIMOUSLY.

- e. Discussion/possible action regarding the purchase of gravel to further improve the ground at 210 Highway 3

Discussions regarding alternative stabilizing materials ensued. Board member Hocking made a motion to approve the purchase of gravel to further improve the ground at 210 Highway 3. Board member Lane seconded the motion. MOTION PASSED UNANIMOUSLY.

- f. Discussion/possible action regarding the construction proposal received from Werner Construction related to the remodeling of 1130 1<sup>st</sup> Street and 418 Laurel

After discussions regarding the project and proposal clarifications, Board member Hocking made a motion to adopt the proposal received from Werner Construction related to the remodeling of 1130 1<sup>st</sup> Street and 418 Laurel. Board member Osteen seconded the motion. MOTION PASSED UNANIMOUSLY.

- g. Discussion/possible action regarding the updated scope from Helm Design Group related to the remodeling of 1130 1<sup>st</sup> Street and 418 Laurel

Board member Hocking made a motion to approve the updated scope from Helm Design Group related to the remodel of 1130 1<sup>st</sup> Street and 418 Laurel. Board member Steans seconded the motion. MOTION PASSED UNANIMOUSLY.

- h. Discussion/possible action regarding the proposal received from CORE Office Interiors related to the interior remodel of 1130 1<sup>st</sup> Street

Board member Hocking made a motion to approve the proposal received from CORE Office Interiors related to the interior remodel of 1130 1<sup>st</sup> Street. Board member Osteen seconded the motion. MOTION PASSED UNANIMOUSLY.

- i. Discussion/possible action regarding the proposal received from Wytessa O'Neil to paint the pole bases at the intersection of Laurel and 1<sup>st</sup> Street

Director Getty mentioned that the scope may increase to an amount of at most 20% without prior board approval to include the 4 large pole bases at the intersection.

Board member Hocking made a motion to increase the financial allocation to be at most \$3000. Board member Osteen seconded the motion. MOTION PASSED UNANIMOUSLY.

- j. Discussion/possible action regarding bids received to demolish 1124 1<sup>st</sup> Street

Board member Hocking approved the demolition of 1124 1<sup>st</sup> Street and to hire the low bidder, Nunn Excavation. Board member Steans seconded the motion. MOTION PASSED UNANIMOUSLY.

- k. Discussion/possible action regarding promoting La Marque on television during Astros games in 2023

Board member Hocking made a motion to approve promotion of City of La Marque during Astros games in 2023. Board member Lane seconded the motion. MOTION PASSED UNANIMOUSLY.

- l. Discussion/possible action to pay for EDC PR Specialist, Mandy Woodburn's participation in Leadership Mainland through the Texas City - La Marque Chamber of Commerce (if selected, the program is limited to 25 participants)

Director Getty announced that PR Specialist Woodburn had been selected to participate in the Leadership Mainland Program, pending board approval.

Board member Hocking made a motion to approve payment for EDC PR Specialist, Mandy Woodburn to participate in Leadership Mainland. Board Member Steans seconded the motion. MOTION PASSED UNANIMOUSLY.

**7. DISCUSSION**

- a. Director's Report - report may include information regarding past, present or future projects

EDC Director Getty presented his Director's Report.

- b. EDC PR Specialist's Report - report to include an overview of efforts as it pertains to public relations

EDC PR Specialist Woodburn presented her report.

**\*\*** *Chairman Smith recessed the Regular Meeting and entered Executive Session at 12:25 p.m.*

**8. EXECUTIVE SESSION**

- a. Section 551.072 of the Government Code - deliberations about real property - land acquisition and or sale
- b. Section 551.071 of the Government Code - consultation with attorney
- c. Section 551.087 of the Government Code- deliberation regarding economic development negotiations
- d. Section 551.074 of the Government Code- personnel matters  
-Executive Director annual evaluation  
-EDC Public Relations Specialist annual evaluation  
-EDC Receptionist annual evaluation

**\*\*** *Chairman Smith closed the Executive Session and reconvened the Regular Meeting at 12:55 p.m.*

**9. ACTION TO BE TAKEN FROM EXECUTIVE SESSION**

- a. Consider land acquisition and or sale

Board member Hocking made a motion to authorize the EDC Director to work with a real estate agent to negotiate the purchase of a tract near Highway 3. Board member Osteen seconded the motion. MOTION PASSED UNANIMOUSLY.

- b. Consider action to be taken regarding consultation with attorney  
No action was taken.

- c. Consider action to be taken in connection with deliberation regarding economic development negotiations  
No action was taken.

- d. Consider action to be taken on the evaluations of the Executive Director, EDC Public Relations Specialist and EDC Receptionist

Board member Hocking made a motion to increase the pay for all EDC staff members by 4%. Board member Lane seconded. MOTION PASSED UNANIMOUSLY.

#### 10. REQUESTS, ANNOUNCEMENTS AND COMMENTS

Board member Osteen spoke regarding information that citizens are requesting more information from EDC, and the Council is looking for a quarterly report. The information that was given today was impressive, and the citizens need to see more of that.

EDC Director Getty stated that much work is being done, that he would be glad to give a quarterly report and he invited the elected officials to attend board meetings as they are available.

Board member Hocking stated that there are some community members who believe that the loss of Mr. Crowder put a “chink in the armor”, but we are continuing on and continuing to grow La Marque.

Board member Steans stated that she believes that we are moving in the right direction.

Board member Lane stated that he doesn’t want the board to lose sight of what is best for the community, and please do not be discouraged by one or two negative comments.

Board member Hocking shared that he believes Board member Osteen brings a level of accountability to the board, and the board’s consensus was that they are glad he is here.

#### 11. ADJOURNMENT

*\*\*Meeting was adjourned at 1:19 p.m.*

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Gene Smith, Chairman

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Kierra K. Nance  
City Clerk