

THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF SEABROOK MET ON **THURSDAY, DECEMBER 9, 2021 AT 6:00 P.M.** AT SEABROOK CITY HALL AND VIA TELECONFERENCE, TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE AGENDA ITEMS LISTED BELOW.

BOARD MEMBERS PRESENT:

PAUL R. DUNPHEY (EXC. ABSENCE)	CHAIRMAN
TERRY CHAPMAN	VICE-CHAIR
KEVIN FERGUSON	TREASURER
ERNIE DAVIS	SECRETARY
THOMAS KOLUPSKI	MAYOR
GARY BELL	MEMBER
JEFF LARSON (EXC. ABSENCE)	COUNCIL REPRESENTATIVE

ALSO PRESENT WERE:

GAYLE COOK	CITY MANAGER
STEVE WEATHERED	CITY/EDC ATTORNEY
PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
PAT PATEL	EDC ADMINISTRATIVE ASSISTANT

EDC Vice-Chairman Terry Chapman called the meeting to order at 6:00 p.m. and declared that a quorum was present.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no public comments.

2. PRESENTATIONS

2.1 Presentation of an Update on the Texas Open Meetings Act and Public Information Act requirements, to include amendments made by the 86th Texas Legislature.

Presentation made by Gayle Cook, City Manager and Robin Lenio, City Secretary:

Open Meetings Act

- Quorum – The Act applies to a gathering of a quorum of a governmental body's member if public businesses is deliberated or discussed. 4 members constitute a meeting: social function, convention or workshop, ceremonial event, or press conference.
- Notice Requirements – The Act requires written notice of the date, hour, place and subject of each meeting.
- Violations – Deliberations outside a meeting among a quorum through a series of communications that individually do not involve a quorum but when combined = a quorum of members deliberating about an item of business.

Public Info Act

- Responsibilities – Provide requested information promptly

- Definition – paper copies of documents, photographs, letters, audio/video recordings, electronic communications, e-mails, internet postings, text messages.
- Policy – All public information is subject to disclosure unless specifically made confidential or specifically excepted from disclosure.
- Penalties – Criminal penalties for releasing information that must not be disclosed; or withholding information that must be released.
- New Custodians of Information – Officer or employee, who create or receive public information about city-related business that they have not provided to the City Secretary.

2.2 EDC Director's report on economic development activities for October and November 2021.

EDC Director, Paul Chavez gave his monthly report for October and November 2021.

3. NEW BUSINESS

3.1 Consider and take all appropriate action on proposed amendment to the EDC BYLAWS, Article Four, Section 4.02 "Number, Qualifications, and Tenure of Directors", for staggered terms of directors and submittal of Resolution 2022-01 for City Council approval.

Robin Lenio, City Secretary explained to the Board that back in November 16 City Council meeting there was agreement to a new appointment process for all the Boards to be on staggered terms. City Council agreed that there is value in having staggered terms for members. There are only two Boards who currently do not have staggered terms: Open Space & Trails and Economic Development.

It would be needed to Amend the BYLAWS in order to amend staggered terms. The EDC Board would then determine which of its members will have terms expiring in 2023 and which members will have terms expiring in 2024.

The first appointment for EDC will be in 2023, therefore no action would be necessary at this time.

Per Article Ten of the BYLAWS, at least a 10-day notice prior to the next meeting at which action is taken will be given to Board Members as well as public notice regarding the action to amend the BYLAWS.

No action needed.

4. ROUTINE BUSINESS

4.1 Approve minutes of the October 14, 2021 Regular EDC meeting.

Motion made by Kevin Ferguson and seconded by Gary Bell.

To approve the October 14, 2021 EDC minutes as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

4.2 Approve minutes of the November 16, 2021 JOINT meeting.

Motion made by Gary Bell and seconded by Kevin Ferguson.

To approve the November 16, 2021 JOINT meeting minutes as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

4.3 Status update of City projects.

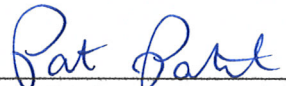
Report by EDC Director of City projects.

4.4 Establish future meeting dates and agenda items.

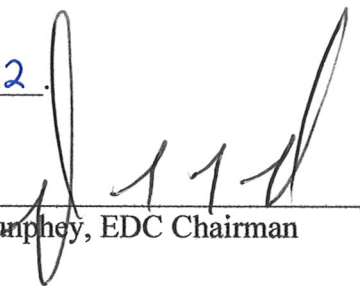
Next meeting: January 13, 2022 at 6:00 p.m.

Upon motion duly made, the meeting was adjourned at 6:30 p.m.

APPROVED ON THE 10th DAY OF March 2022.



Pat Patel,
EDC Administrative Coordinator



Paul Dumphrey, EDC Chairman