

The Cleveland Economic Development Corporation met on January 27, 2020, for their monthly meeting at City Hall, 907 E Houston St, Cleveland, Texas with Board President Brad Browder presiding.

MEMBERS PRESENT: Board President Brad Browder, Boardmembers Robert Reynolds, Carolyn McWaters, Fred Terrell, Marilyn Clay, Kelly Jenkel-Axton

MEMBERS ABSENT: Niki Coats, City Secretary Angela Smith

VISITORS PRESENT: Jim Carson, J. Rice, Jacob Hargrave, Dean Crockett, Alex Murphy, Eisha Jones

EMPLOYEES: Kelly McDonald, Bobby Pennington, Rod Hainey, Jennifer Jeude

Board President Browder called the meeting to order at 6:00 pm and stated there was a quorum.

1. Invocation, Pledge and Roll Call.

Brad Browder gave the invocation, Pledge of Allegiance to the US flag and to the Texas flag.

2. Public Comments

Jim Carson – Chamber update

3. Closed Executive Session

- a. Texas Government Code Sec. 551.072, Deliberations about the sale, purchase, exchange, lease, or value of real property.
- b. Texas Local Government Code 551.087, Deliberation Regarding Economic Development Negotiations – to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

EDC left for Executive Session at 6:04 pm

4. Return to Open Session

- a. **Take action as needed from Executive Session**

EDC returned to open session at 7:45 pm.

Boardmember Robert Reynolds made a motion to allow Assistant City Manager Pennington to work with Houston Plywood, with a second from Boardmember Carolyn McWaters. All members present voted “AYE”. Motion carried.

5. Approve minutes from the December 16, 2019, business meeting.

Boardmember Clay made a motion to approve minutes as presented with a second from Boardmember McWaters. All members present voted “AYE”. Motion carried.

6. Review and approve financial statements for December

The monthly financial statements were presented to the boardmembers by Assistant City Manager/Finance Director Bobby Pennington for review and approval. He stated that the final

payment on the industrial park has been fulfilled. The City plans to hire a full-time EDC Director and the central business sidewalk project is progressing on the north end at Boothe and N. Travis. They are starting on the parking and the sidewalk first.

Boardmember McWaters made a motion to approve the financial statements as presented with a second from Boardmember Terrell. All members present voted "AYE". Motion carried.

7. Review and approve bill payments for January 2020

Assistant City Manager/Finance Director Pennington presented for approval the monthly bill payments.

Fred Terrell	\$ 187.92
North Houston Association	\$1,250.00
Sam Houston Electric Cooperative	\$ 383.39
City of Cleveland	\$ 600.00
Commeccodev LLC	\$ 326.25
Sam Houston Electric Cooperative	<u>\$ 547.38</u>
Total	\$3,294.94

Boardmember Reynolds made a motion to approve the bill payments with a second from Boardmember McWaters. All members present voted "AYE". Motion carried.

8. Consider and approve marketing expense for advertising in Expansion Solutions magazine four times (Mar-Oct) for the amount of \$12,500

Finance Director/Assistant City Manager Pennington was contacted by Expansion Solutions regarding advertising in their magazine. This is a nationwide publication that is geared toward economic development. We did advertising with Expansion Solutions last year for the same price. This is a full size ad. They also promote the City of Cleveland at trade shows. They want us to do a feature editorial that would need to be written before February 22nd. City Manager Kelly McDonald said that they did market us at several trade shows and they target ones that are mostly for transportation, port access, warehouse, manufacturing, and rail access as well as foreign trade zones. If we do move forward with this, we do need to upgrade what we have on the advertisement.

Boardmember Marilyn Clay made a motion to approve with the addition to get a copy for all boardmembers with a second from Boardmember Reynolds. Boardmembers Clay and Reynolds voted "AYE". President Browder and Boardmembers Terrell, McWaters and Jenkel-Axton voted "NAY". Motion failed.

9. Hear summary monthly business prospect report.

Mr. Pennington stated we should get a new analysis from Retail Coach before the Allies Day event. Panda Express continues to evaluate the area. Grand Oaks still working on finding a good franchisee for Huddle House.

10. Approve budget for the 2020 Allies Day, scheduled for March 4, 2020

Mr. Pennington gave an overview of Allies Day and the proposed budget.

Boardmember McWaters made a motion to approve the budget for the 2020 Allies Day for up to \$6,000 with a second from Boardmember Terrell. All members present voted "AYE". Motion carried.

11. Annual review of planning, management and financial consulting contract with CommEcoDev, LLC

Consultant J. Rice with CommEcoDev LLC, reviewed the concept of his services and went over the agreement set forth before the EDC board.

Boardmember Jenkel-Axton made a motion to approve another year of the consulting contract with CommEcoDev LLC with a second from Boardmember McWaters. All members present voted "AYE". Motion carried.

12. Consider Type B EDC residency requirements for board members

In a city with a population of less than 20,000, each Type B director must be a resident of the municipality; a resident of the county in which the major part of the area of the municipality is located; or reside within ten (10) miles of the municipality's boundaries and is in a county bordering the county in which most of the area of the municipality is located.

President Brad Browder gave his resignation as Board President as he no longer meets the Type B EDC residency requirements.

13. Consider Economic Development Board appointments and approve formal recommendation for nominations to City Council.

President Browder recommends more youthful members and presented his list of people; Andrew Bounds, Josh Good, Tim McGee, Ron Smith, West Smith and Eisha Jones. We need people interested in this city and who attend meetings and have some understanding of economics to help see out the mission of this corporation. Fred Terrell introduced Alex Murphy who is interested in being more involved in the growth of Cleveland, he does not meet the residency requirements to be on the board. Kelly McDonald suggested there are other boards and committees that the City has that do not have the residency requirements.

14. Reports and comments from Directors and staff.

Boardmember Jenkel-Axton – CISD enrollment is up by 1,000 students and growing.

Boardmember Terrell– Thank you Brad for your service, hate to see you go.

Boardmember Reynolds – Brad you've been on this board since I've been here. A lot has changed and I will miss Brad being on the board and appreciate his time on the board.

City Manager McDonald– Moving along quite rapidly with the City. Having development meetings every week. Keep the mayor in your prayers.

Assistant City Manager/ Finance Director – Thank you for your service Brad.

Board President Browder – It has been a distinct pleasure and honor to serve this board.

15. Adjourn

There being no further business to transpire Boardmember Marilyn Clay made a motion for the meeting to be adjourned, with a second from Boardmember Kelly Jenkel-Axton. Meeting adjourned at 8:45pm.

PASSED AND APPROVED this 24th day of February 2020.

_____/signed_____
Board Vice President Fred Terrell

ATTEST:

signed _____
Angela Smith, City Secretary TRMC