

The Cleveland Economic Development Corporation met on February 24, 2020, for their monthly meeting at City Hall, 907 E Houston St, Cleveland, Texas with Board Vice President Fred Terrell presiding.

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

MEMBERS ABSENT: Niki Coats (resigned from the board effective 2/25/2020)

VISITORS PRESENT: West Smith, Brad Browder, J. Rice, Eisha Jones, Lance Blackwell

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

ATTORNEYS: Derra Purnell with Olson & Olson and Justin Pruitt with Olson & Olson

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

1. Invocation, Pledge and Roll Call.

Lance Blackwell gave the invocation, Carolyn McWaters gave the Pledge of Allegiance to the Texas flag and Marilyn Clay gave the Pledge of Allegiance to the US flag.

2. Oath of Office ceremony for board members reappointed by Council for new term

City Secretary Angela Smith gave the oath of office to Carolyn McWaters and Marilyn Clay for their reappointment to the board.

3. Presentation of appreciation plaques for outgoing board members

Board Vice President Terrell presented former Board President Brad Browder a plaque for his service to the EDC board and community since the inception of the board. Mr. Browder made a short speech of appreciation.

Board Vice President presented former Board member Robert Reynolds a plaque for his service to the EDC board and community. Mr. Reynolds gave a short speech of appreciation and that he will continue to do his best as the EDC Director.

4. Public Comments

Rodney Harrison – 604 Shell Ave. He spoke that it was a great idea to bring Robert Reynolds. Mr. Harrison has some questions: a) What's EDC plan for Cleveland? b) What's EDC plan to improve jobs?, c) What is the plan for developing Pct 20?, d) What are the requirements to be an EDC member?, e) How do we attract new business to Cleveland?. The Board is not able to answer questions in Public Comments.

5. 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.

Moved to later in the agenda due to other parties running behind.

6. Return to Open Session

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

7. Presentation by Alex Murphy regarding a program opportunity involving communication

This item was pulled due to conflict in Mr. Murphy's schedule.

8. Approve minutes from the Jan 9, 13, 22,23, & 27, 2020 business meetings

Boardmember Clay made a motion to approve the minutes as presented with a second by Boardmember McWaters. All members present voted "AYE". Motion carried.

9. Review and approve financial statements

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

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

10. Review and approve bill payments for February 2020

Assistant City Manager/Finance Director Pennington presented for approval the monthly bill payments. Total cost is \$1,887.88.

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

11. Review and approve quarterly investment report for period ending December 2019

Presented by ACM/Finance Director Bobby Pennington. No comments or questions.

Boardmember McWaters made a motion to approve the investment report as presented by Boardmember Clay. All members present voted "AYE". Motion carried.

12. Review and approve budget carryover of \$110,687 from Fiscal Year 19 to Fiscal Year 20 for industrial park capital improvement project

This amount is leftover from last year and is handled after the annual audit is completed. This amount could also be used for the Manthey Street project. Or could be added to the budgeted amount of \$500,000 + \$110,687 = \$610k for potential industrial park improvements. This carryover has been approved by council at their last meeting.

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

13. Hear summary monthly business prospect report.

Mr. Pennington reviewed the report. Jack-N-Box is doing remodel. Rockstep Capital will be going into the Hibbett Sports store as a low cost discount store. Mr. Reynolds stated that BNSF will be in attendance at Allies Day and will make a presentation. QuikTrip is getting plans now.

14. Discuss and approve the purchase of fuel tank for the Cleveland Municipal Airport

Mr. Pennington gave an overview of options. EDC has \$150k budget for this purchase. The tank in Marshall has a asking price of \$90k plus shipping of \$4,000. It is twice as big as current tank. Will also need a crane and concrete pad the crane cost is approximately \$20k. There may be a need to have a mechanical engineer to tie into the current pumps. Discussion on why not discussed at budget time and what the other items at the airport are needed. Discussion on TXDOT Aviation program for runway lights.

Boardmember Clay made a motion to approve \$150k for the fuel tank purchase from Marshall, Tx with a second from Boardmember McWaters. All members present voted "AYE". Motion carried.

5. Closed Executive Session

Item 5 was moved to later as the parties were not here yet. The parties for the executive session arrived at 6:36 pm. EDC went into executive session at 6:50 pm

6. Closed Executive Session

Returned to open session at 8:53 pm with no action taken by the board.

15. Discuss and approve cost of advertising in Cleveland Chamber of Commerce Directory & Resource Guide

The Cleveland Chamber of Commerce asked EDC to buy space in their guide. The City and EDC can split the cost for a whole page ad and pay with hotel/motel tax funds and EDC funds. The cost to EDC would be \$820 for ½ cost of interior page or \$1,645 for full cost. The back page is already saved for the City and the cost is \$2,000 which would be \$1,000 each. This has been an annual resource guide but is changing to a bi-annual guide.

Boardmember Jenkel-Axton made a motion for the back page ad space for \$2,000 with the cost split with the City with a second from Boardmember McWaters. All members present voted "AYE". Motion passed.

16. Consider Economic Development Board appointments to submit to City Council to open board positions due to resignations

This is just a suggestion of names to Council as they are the ones who appoint directors to the EDC board. Mr. Terrell asked if all the names submitted have been checked for residence requirements.

Boardmember McWaters made a motion to nominate to council four names, Michele Wyatt, Andrew Bounds, West Smith and Patrick Casarez with a second by Boardmember Jenkel-Axton. All members present voted "AYE." Motion carried.

17. Reports and comments from Directors and staff.

Kelly Jenkel-Axton stated that school enrollment is little down due to flu.

Marilyn Clay thanked Mr. Harrison for coming to the meeting and providing good input and questions.

Carolyn McWaters stated she was asked to be a part of Black History Parade and that it was very nice.

Robert Reynolds stated that he is excited to be the EDC Director and to talk to the community.

Fred Terrell asked for a reminder of what can and can't be used on hotel/motel tax funds.

18. Adjourn

There being no further business to transpire Boardmember Jenkel-Axton made a motion for the meeting to be adjourned. Meeting adjourned at 9:15pm.

PASSED AND APPROVED this 27th day of April 2020.

_____/signed_____
Board Vice President Fred Terrell

ATTEST:

_____/signed_____
Angela Smith, City Secretary TRMC