

The Cleveland Economic Development Corporation met in regular session on March 26, 2018, in the Council Chambers at City Hall, 907 E. Houston, Cleveland, Texas with Board President Brad Browder presiding.

MEMBERS PRESENT: Board President Brad Browder, Boardmember Alfred Anderson, Boardmember Marilyn Clay, Boardmember Fred Terrell, Boardmember Kelly Jenkel-Axton, Boardmember Carolyn McWaters, Boardmember Robert Reynolds, J. Rice, Consultant, City Secretary Angela Smith

VISITORS PRESENT: Kelly McDonald, Rod Hailey, Bobby Pennington, Jim Carson, Derra Purnell, Dusty Gatlin, Susan Ard, Nathan Seshadri

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

1. Invocation, Pledge and Roll Call.

J. Rice gave the invocation and Board President Browder led the Pledge of Allegiance to the US flag and to the Texas flag.

2. Approve minutes from February 26, 2018 Meeting

Boardmember Terrell made a motion to approve the February 26, 2018 minutes with a second from Boardmember Anderson. All members present voted "AYE". Motion carried.

3. Review and approve financial statements for February 2018.

The 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 February 2018 financial statements with a second from Boardmember Reynolds. All members present voted "AYE". Motion carried.

4. Review and approve Quarterly Investment Report for period ending December 31, 2017

The quarterly investment report was presented by Assistant City Manager/Finance Director Bobby Pennington.

Boardmember Clay made a motion to approve the quarterly investment report as presented with a second from Boardmember Terrell. All members present voted "AYE". Motion carried.

5. Review and approve bill payments

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

City of Cleveland	\$ 600.00
North Houston Association	\$ 1,250.00
Precision Lawns	\$ 4,010.00
Good Promotions	\$ 1,130.00
Public Management	\$ 942.50
Ron's Trophys	\$ 47.35
HR Green	\$34,158.83
Sam Houston Electric	\$ 312.44
City of Cleveland	<u>\$ 72.65</u>
<b>TOTAL</b>	<b>\$42,523.77</b>

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

6. Review and approve survey only permission for Oneok Pipeline/Sun Coast Land Services to survey 000024 D Donaho, Tract 58, Acres 48.885 for possible pipeline project

This is on the north section of the Industrial Park. They are asking for permission to do survey activity only. J. Rice advised the board to be careful about the easements as some future prospects may not want a pipeline on their property.

Boardmember Clay made a motion to approve the request for survey only permission for 000024 D. Donaho, Tract 58, Acres 48.885 with a second from Boardmember McWaters. All members present voted "AYE". Motion carried.

7. Discuss and take action on possible grant funding for the Cleveland Education Foundation

Dusty Gatlin and Susan Ard with the Cleveland Education Foundation addressed the board on this topic. They provided an update on prior grant funding activities and asked for new funding in the amount of \$5,730 to be able to expend their current student enrollment for the CNA program. Mr. Pennington stated that the board anticipated this request and included a budget amount of \$10,000 in this fiscal year's budget. It was asked if Mr. Gatlin had asked the school board for funding and Mr. Gatlin stated that he briefly spoke with the school superintendent.

Boardmember Anderson made a motion to approve the \$5,730 request with a second from Boardmember Reynolds. All members present voted "AYE". Motion carried.

8. Discuss and take action on road and drainage improvements in Airport Industrial Park South

Nathan Seshadri with HR Green gave the update as Ms. Sandt was not available to make the meeting. One item he mentioned is the road had been changed from gravel to asphalt per the county specifications. City Manager McDonald attended a county meeting on Feb 13<sup>th</sup> and reported that the county has submitted this project on their mitigation list from Harvey. J. Rice stated that if the county gets the funds by the State a grant project may need a 25% match by EDC. However once HR Green is done this will be a shovel ready project.

9. Discuss and take action on selection and approval of contract for services by Retail Strategies or Retail Coach

Mr. Pennington reviewed each of the contracted companies and provided the pros/cons of each. EDC can use incentive cash that is in the budget of \$35k to pay for the first year. Retail Coach had previously done work for EDC/City before in this field.

Boardmember Jenkel-Axton made a motion to engage Retail Coach and approve their contract for services with a second from Boardmember Reynolds. Boardmember Clay and Terrell voted "NAY" and Boardmembers Jenkel-Axton, Browder, Reynolds, McWaters and Anderson voted "AYE". Motion carried.

10. Hear summary monthly business prospect report

The report was presented by J. Rice. It is the same report from last month but Mr. Whitson was added.

11. Public Comments

Jim Carson presented the Chamber update.

12. Closed Executive Session under Tx Govt Code Section 551.072 & 551.087

- Discuss real estate in accordance with the Open Meetings Act, TX Govt. Code Section 551.072.)
- Discuss or deliberate regarding commercial or financial information that has been received from a business prospect that the EDC seeks to have locate, stay or expand in or near the City of Cleveland and with which the EDC is negotiating and to deliberate the offer of a financial or other incentive to such business prospect, all as authorized by Sec. 551.087, Texas Government Code.
- Board left for executive session at 7:25 pm.

13. Return to Open Session.

- Consider purchase, sale, appraisal and option on real estate and/or procurement of related legal, surveying or environmental assessment assistance and/or consider incentives for business from Item 10, Executive Session, if necessary.

Board returned from Executive Session at 7:49 pm. No action taken by the board.

14. Reports and comments from Directors and staff

- Boardmember McWaters gave a report on opening day at the Municipal Park. It was a huge success and the park looks great. The City dedicated the T-Ball field to Kade Contreras.
- City Manager McDonald – CYBA really helped out at the Park. They had a transformer that they were not using and provided it to us and it works well. Everyone did an excellent job rebuilding.

15. Adjourn

There being no further business to transpire, Boardmember Anderson moved that the meeting be adjourned, with a second from Boardmember Terrell. Meeting adjourned at 7:56 p.m. All members present voted "AYE". Motion carried.

PASSED AND APPROVED this 23<sup>rd</sup> day of April 2018.

\_\_\_\_\_/signed\_\_\_\_\_  
Brad Browder  
Board President

ATTEST:

\_\_\_\_\_/signed\_\_\_\_\_  
Angela Smith, City Secretary