

The Cleveland Economic Development Corporation met virtually using Zoom due to COVID-19 social precautions on April 27, 2020, for their monthly meeting with Board Vice President Fred Terrell presiding.

**MEMBERS PRESENT:** Boardmembers Carolyn McWaters, Fred Terrell, Marilyn Clay, Kelly Jenkel-Axton, Andrew Bounds, Michele Wyatt, Patrick Casarez,

**ZOOM ATTNDEES:** Chris Trotter, unknown phone user

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

**CITY ATTORNEY:** Derra Purnell with Olson & Olson

Board Vice President Terrell called the meeting to order at 6:10 pm and stated there was a quorum.

**1. Invocation, Pledge and Roll Call/Welcoming Michele Wyatt, Andrew Bounds and Patrick Casarez as EDC Directors appointed by Council to the EDC Board.**

Robert Reynolds gave the invocation and no pledges were done since on Zoom. The three new board members, Michele, Andrew and Patrick were welcomed to the board. They had already been sworn in prior to the meeting.

**2. Public Comments**

No comments were provided or received during live event.

**REPORTS**

**3. Reports and comments from Directors and Staff**

**a. EDC Director Reynolds' response to Rodney Harrison's questions from Public Comments at the February 2020 meeting (March meeting was cancelled)**

1. What's EDC plan for Cleveland?
2. What's EDC plan to improve jobs?
3. What's the plan for the under developed part of town—Pct 20?
4. What is required to be EDC board member?
5. How do attract new business to Cleveland?

**ANSWERS;**

1. The Economic Development is exclusively for the purposes of benefiting and accomplishing public purposes for the promotion and development of commercial, industrial and manufacturing enterprises to promote and encourage employment and the public welfare.
2. Working closely with commercial, industrial and manufacturing enterprises that find Cleveland interesting and would like to bring their business for the future.
3. EDC budget funds to help clean up the old dilapidated falling down houses in the area and this helps with the quality of life.
4. Being a local business owner, business operator and being active in the community. 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.

5. By promoting positivity and working closely with city leaders, elected officials and local school district building a strong team for our city. This attracts businesses to where they want to be a major part of our community.

**b. Update on EDC Projects and business prospects from Director Reynolds on but not limited to:**

- i. Purchase and installation of fuel tank for the Cleveland Municipal Airport
- ii. Manthey Street Project

Director Reynolds gave an update on these projects.

**c. Summary of monthly business prospect report**

Director Reynolds provided an update on these projects. Kendall Homes started five homes in Grand Oaks. 25 homes sold by Kendall Homes in Grand Oaks. Verdegen is working on items.

### **CONSENT AGENDA**

4. **Approve minutes from the February 24, 2020 business meeting**
5. **Approve financial statements**
6. **Approve bill payments for March and April 2020**
7. **Approve rescheduled date for the EDC May meeting due to Memorial Day holiday**

It was asked that agenda items 6 & 7 be moved to Discussion and Action.

Boardmember Jenkel-Axton made a motion to approve consent agenda items 4 & 5 with a second from Boardmember Michele Wyatt. All members present voted "AYE". Motion carried.

### **DISCUSSION AND ACTION**

**6. Approve bill payments for March and April 2020**

Board Vice President Terrell asked for the total cost of airport fuel tank. Finance Director/Assistant City Manager Pennington provided costs at \$96,527 expensed. He also mentioned that check #2459 has been voided as it was a duplicate check process. So the total that EDC is approving for bill payments is \$60,536.13.

Boardmember Clay made a motion to approve bill payments as presented with the exception of the voided entry with a second by Boardmember Wyatt. All members present voted "AYE". Motion carried.

**7. Approve rescheduled date for the EDC May meeting due to Memorial Day holiday**

The monthly meeting for May falls on Memorial Day so the option is for the prior week May 18 which is the day before council meets.

Boardmember Casarez made a motion to approve the move to May 18, 2020 for the May 2020 meeting only with a second from Boardmember Wyatt. All members present voted "AYE". Motion carried.

**8. Appoint 2020 officers of the EDC Board**

This is done on an annual basis but was delayed due to the changes in the board members.

Boardmember Clay made a motion to appoint Fred Terrell for the position of President with a second by Boardmember Kelly Jenkel Axton. All members present voted "AYE". Motion carried.

Boardmember Jenkel-Axton made a motion to appoint Marilyn Clay to the position of Vice President with a second by Boardmember Casarez. All members present voted "AYE". Motion carried.

Boardmember Jenkel-Axton made a motion to appoint Carolyn McWaters to the position of Treasurer with a second from Boardmember Wyatt. All members present voted "AYE". Motion carried.

The position of Secretary on the board is handled by the City Secretary for Cleveland.

**9. Approve a resolution of the Cleveland Economic Development Corporation designating persons authorized to sign checks and make withdrawals from the Cleveland Economic Development Corporation Bank Accounts and revoking all prior resolutions authorizing personnel (due to officer changes)**

The board members just nominated plus Assistant City Manager/Finance Director Pennington are listed on the resolution.

Boardmember Jenkel-Axton made a motion to approve the resolution as presented with a second by Boardmember Bounds. All members present voted "AYE". Motion carried.

**10. Discuss and consider stimulus program to assist commercial accounts affected by the COVID-19 crises**

Assistant City Manager/Finance Director Pennington spoke about a plan to give the commercial businesses a credit on their city utility services to help. The total cost would not exceed \$100,000. He has passed the idea through legal and they are okay with it. Ms. Purnell with Olson & Olson commented that if the businesses has a compound meter instead of a single meter, they would only get one credit for all their accounts. This is only for commercial accounts. It was asked where it can be pulled from in the budget and Mr. Pennington stated that the postponed drainage project had \$500,000 and so \$100,000 can be used for the stimulus plan so it doesn't have to be taken from the reserve. It was asked how quick it can be processed and Ms. Purnell mentioned that City Council will be the one that approves the disbursement and they could approve it at their next meeting. By having city council approve it, that eliminates the public hearing requirement for an EDC expenditure and speeds up the process.

Boardmember Wyatt made a motion to approve the project as presented up to the amount of \$100,000 with a second by Boardmember Bounds. All members present voted "AYE". Motion carried.

**11. Texas Government Code Sec 551.072, Deliberations about the sale, purchase, exchange, lease, or value of real property.**

**12. Texas Local Government Code 551.087, Deliberations Regarding Economic Development Negotiations – 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 went into a separate Zoom breakout room for Executive Session at 7:13 pm

**Return to Open Session**

**13. Take action on any items from executive session as needed.**

EDC returned to the main Zoom board meeting with no action taken from executive session.

**Adjourn**

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

PASSED AND APPROVED this 18<sup>th</sup> day of May 2020.

---

Board President Fred Terrell

ATTEST:

---

Angela Smith, City Secretary TRMC