

The Cleveland Economic Development Corporation met in person and virtually using Zoom due to COVID-19 social precautions on August 24, 2020, for their monthly meeting with Board President Fred Terrell presiding.

MEMBERS PRESENT: Board President Fred Terrell, Boardmembers Carolyn McWaters, Marilyn Clay, Kelly Jenkel-Axton, Michele Wyatt

MEMBER ABSENT: Patrick Casarez, Andrew Bounds

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

ATTENDEES: Marc Peeler, William Tamminga, Rick Rambin, Bob Bartlett

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

1. Invocation, Pledge and Roll Call

Marilyn Clay gave the invocation and Michelle Wyatt led the pledge to the Texas flag and Carolyn McWaters led the pledge to the US flag.

2. Public Comments

No comments were provided or received during live event during this section nor were received by the City Secretary via email as stated on the agenda.

Executive session was moved up on the agenda.

Closed Executive Session

13. Closed Executive Session

- Texas Government Code Sec. 551.072, Deliberations about the sale, purchase, exchange, lease, or value of real property.
- 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 went into executive session at 6:04 pm.

Return to Open Session

Boardmember Carolyn McWaters made a motion to take no action on items 14, 15 & 16 with a second by Boardmember Michelle Wyatt. All members present voted “AYE”. Motion carried.

14. Consider and take possible action concerning through the fence agreement proposed agreement to be sent to Texas Department of Transportation for review concerning the Cleveland Municipal Airport

15. Consider approval of purchase agreement for commercial real estate to TPC – The Projects Company by Cleveland EDC and City of Cleveland to sell a 3.9898-acre tract of land in the Daniel Donahoe Survey, Liberty Texas at the Cleveland Municipal Airport contingent upon the

finalization of the Through-the-Fence Agreement with the City of Cleveland and with Texas Department of Transportation.

16. **Approve the resolution authorizing EDC Board President Fred Terrell to sign the closing documents for sell of 3.9898 acres of land, situated in the Daniel Donahoe Survey, to TPC – The Projects Company contingent upon the finalization of the Through-the-Fence Agreement with the City of Cleveland and with Texas Department of Transportation.**
17. **Take action as needed on additional items from Executive Session**
Boardmember Michelle Wyatt made a motion to approve the participation in the Burgerworks project with a second by Boardmember Carolyn McWaters. All members present voted “AYE”. Motion carried.

REPORTS

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

No reports given

4. **Summary of monthly business prospect report by EDC Director Robert Reynolds**

Mr. Reynolds stated he had lunch Thursday with BNSF and Mayor Boyett. November QuikTrip should be breaking ground. Houston Plywood has rented space in Lufkin. Vertigan is still looking for funds.

5. **Update on fuel tank project at Cleveland Municipal Airport**

Bob Bartlett addressed the board. The fuel tank is completed at the airport. They have regular fuel in the big tank and Jet A in the smaller tank. This saves money on fuel purchases. Mr. Pennington stated that five years ago this project was slated to be completed in 2020.

Mr. Reynolds asked that agenda number 10 be moved up on the agenda.

10. **Discuss and consider estimate received from Washburn Land Surveyors to resurvey boundaries in the Industrial Park, south tract 117 acres and north tract 48 acres**

Ricky Rayburn with Washburn Surveyors spoke about the maps passed out to the board. He is doing 811 calls on the pipeline to find the depth of pipe. A comment about the airport being in the city limits was corrected by City Manager McDonald. The airport is not in the city limits due to annexation issue from how it was strip annexed years ago. That is no longer recognized. She stated she is working with David Olson on getting this issue fixed. The survey should take about two to three weeks to hit the ground as it is on the top of their project list.

Boardmember McWaters made a motion to approve the Washburn Land Surveyors to resurvey boundaries in the Industrial Park, south tract 117 acres and north tract 48 acres with a second by Boardmember Wyatt. All members present voted “AYE”. Motion carried.

CONSENT AGENDA

6. **Approve minutes from the July 6 and July 27, 2020 business meetings**
7. **Approve monthly financial statements**
8. **Approve monthly bill payments**

9. **Approve the resolution authorizing EDC Board President to sign the closing documents for purchase of 2.990 acres of land, situated in the Clayton Harper Survey, abstract number 209 in Liberty County, Texas and being out of that certain called 8 acres out of the north half of the Clayton Harper League as described in deed recorded in volume 956, page 865 Liberty County deed records and further referenced in Volume 404, page 510 Liberty County deed records, in deed to St. Luke's Presbyterian Church in the amount of \$64,000**

Boardmember McWaters made a motion to approve consent agenda items 6-9 with a second from Boardmember Clay. All members present voted "AYE". Motion carried.

DISCUSSION AND ACTION

11. **Discuss and consider on a courtesy car for the Cleveland Municipal Airport utilizing an existing police fleet vehicle**

Robert Reynolds stated that they had the car from the Cleveland Police department checked out and it runs okay. City Secretary Smith provided the insurance information in the packet from TMLIRP. City Manager McDonald stated that it is still listed under the Police Department on the city's insurance and will need to be transferred over to the airport section. The budget line item is in general fund and is under the City so it will not show up under the EDC fund. City Manager McDonald also stated that an agreement form will need to be completed so that it protects both parties. Mr. Reynolds commented that it should be limited to just local use only. Mr. Pennington commented that we will look at demand and may do more later and that this falls under the airport's FBO to handle.

No action taken by the board. Mr. Reynolds is to bring back to the board forms, etc.

12. **Discuss and consider TEDC Fall Basic Economic Development Course (now virtual) for board members**

EDC has already paid for reservations for this seminar. The hotel rooms have already been cancelled automatically since the seminar went virtual. The members that were registered stated that they did not wish to attend the virtual event and wanted to cancel their registration and get the money back. No formal motion was given.

Adjourn

There being no further business to transpire Boardmember Wyatt made a motion for the meeting to be adjourned with a second by Boardmember Clay. Meeting adjourned at 8:28 pm.

PASSED AND APPROVED this 28th day of September 2020.

/signed _____
Vice President Marilyn Clay

ATTEST:
/signed _____
Angela Smith, City Secretary TRMC