

Larry Weber, President  
Ben Campbell, Interim Vice-President  
Linda Dickens, Interim Secretary-Treasurer  
Michael Page, Director  
Kurt Herrington, Director  
Charles Drane, Director  
Suzanne Eiben, Director



Lisa Denton, ED Director  
Terry Johnson, ED Project Manager

Minutes from November 19, 2020 Board Meeting  
Palestine Economic Development Board of Directors

The Economic Development Board convened in a Virtual Meeting and In-Person Meeting on Thursday, November 19, 2020 at 11:30 am, with five PEDC Board members present at Council Chambers: President Larry Weber, Charles Drane, Kurt Herrington, Ben Campbell, and Suzanne Eiben. Michael Page joined meeting via Zoom at 11:40 am and left at 12:55 pm. Kurt Herrington left the meeting at 1:18 pm. Linda Dickens was absent. A quorum was maintained throughout the meeting.

Others present: Economic Development Director Lisa Denton; Interim City Manager, Teresa Herrera; Interim Finance Director, Andrew Sibai; and ED Project Manager, Terry Johnson. Zoom attendees included PEDC Counsel, Chris Nichols; Streets Director, Mark Fletcher; and Streets Department Supervisor, John Elrod.

**A. CALL TO ORDER** – With a quorum present, Larry Weber called the PEDC meeting to order at 11:34 am.

**B. PROPOSED CHANGES OF AGENDA ITEMS** – none

**C. PUBLIC COMMENTS** – none

**D. CONFLICT OF INTEREST DISCLOSURES** – none

**E. PUBLIC HEARING**

1. Larry Weber opened the public hearing at 11:36 am, for an infrastructure grant, up to \$50,000, to SCC Partners, LLC, for costs associated with infrastructure extensions related to new commercial developments. There were no public comments via Zoom or inside the City Council Chambers. The public hearing was closed at 11:40 am.

**F. ITEMS FROM BOARD**

Charles Drane stated he was happy to see that Chick-fil-A is so busy, which should help with sales tax revenues. Ben Campbell said it was great to see the SCC Partners moving forward with dirt work bringing two restaurants and a car wash to Palestine.

**G. DIRECTOR'S REPORT** – Lisa Denton provided the October 2020 director's report for review. Of note, a new RFP for management of the Farmer's Market went out with lighter restrictions. Proposals are due by 12-14-20.

**H. DISCUSSION AND ACTION ITEMS**

1. Consider approval of PEDC minutes dated October 22, 2020  
Kurt Herrington made motion to approve minutes; seconded by Ben Campbell; motion carried 6-0.

**2. Consider approval of financial statements dated October 2020**

Kurt Herrington motioned to approve the October 2020 financials as presented; seconded by Charles Drane; motion carried 6-0.

**3. Discuss and take action regarding downtown grant for First Class Renovations-Craig Allen**

Kurt Herrington made motion; seconded by Suzanne Eiben; motion carried 6-0 for the following:

a. Cure grant issues that currently exist, and audit labor charges, as well as charges for supplies provided by First Class Renovations;

b. Progress payment, in an amount not to exceed \$25,000, after review of audit items above;

c. Amend the Downtown Grant Performance Agreement to include final completion of project no later than March 31, 2021.

**4. Discuss and take action regarding the following items associated with roadway repairs to Willow Creek Parkway.**

Kurt Herrington made motion to approve repairs by Manis Construction, in an amount of \$49,750; seconded by Charles Drane; motion carried 6-0. A resolution will be presented to City Council for approval of these funds.

**5. Discuss and take action regarding development of Action Plan for PEDC and City of Palestine.**

Suzanne Eiben made motion; seconded by Charles Drane; motion carried 5-0 for PEDC to fund up to \$6,000, plus travel costs for a one-year action plan from ED Best Practices, LLC, who will assist PEDC and City Council in the process. Michael Page exited the meeting at 12:55 prior to the vote on this item.

**6. Discuss and take action regarding the following items associated with PEDC marketing:**

a. CRM license to manage prospects and support BRE efforts

Larry Weber made motion; seconded by Kurt Herrington; motion carried 5-0 for approval of CRM system through Wavteq Amplify for a two-user yearly license for \$2,000.

b. Texas Economic Development Connection Program

Kurt Herrington made motion; seconded by Suzanne Eiben; motion carried 5-0 for a one-year membership, with dues at \$2,750, with the possible addition of a Podcast featuring an existing employer at \$2,500.

**I. CLOSED SESSION – 1:18 pm**

The Board will go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D.

1. Section 551.071 Consultation with Attorney; discussion regarding Prospect #1011

2. Section 551.072 deliberation regarding real property: the purchase, sale, exchange, lease, or value of real property: Willow Creek Business Park

3. Section 551.087 deliberation regarding Economic Development negotiations:

a. Discussion regarding Prospect 1010

b. Discussion regarding Prospect 1011

c. Discussion regarding Prospect 1012

d. Discussion regarding Prospect 1015

e. Discussion regarding Prospect 1016

**J. RECONVENE INTO REGULAR SESSION – 2:16 pm**

Take action, as needed, on the following:

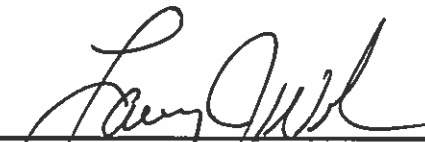

1. Section 551.071 Consultation with Attorney regarding Prospect #1011 – No Action

2. Section 551.072 Deliberation regarding real property: Willow Creek Business Park – No Action

3. Section 551.087 Deliberation regarding Economic Development negotiations with the following prospects:

- a. Prospect 1010 – no action
- b. Prospect 1011 – no action
- c. Prospect 1012 – no action
- d. Prospect 1015 – no action
- e. Prospect 1016 – Charles Drane made motion, seconded by Ben Campbell; motion carried 4-0 for approval and execution of a Certificate of Resolution and a Resolution Approving a Loan of the Palestine Economic Development Corporation to Finance a Fiber Project.

**K. ADJOURNMENT – 2:17 pm**

	12/14/20	1:30pm
PEDC Board President, Larry Weber	Date	Time
	12-14-20	1:30pm
PEDC Project Manager, Terry Johnson	Date	Time