THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The Economic Development Board of the City of Palestine convened in a regular called meeting on Tuesday, May 12, 2026, at 10:00 a.m., at PEDC Office, 100 Willow Creek Pkwy, Suite A, Palestine, Texas, with the following people present: Vice President Kim Willmott; Secretary/ Treasurer Charles Drane; Directors: Joseph Thompson, Debbie Wacha, Firouz Haghighi, and Ernest Williams.

Staff present: PEDC Director Christophe Trahan, Marketing Analyst Mary Ann Admire, and Administrative Assistant Melissa Temple.

Others Present: City Manager Teresa Herrera, City Finance Director Andrew Sibai, Sarah Anderson, and Heather Cook (Via Zoom).

A. CALL TO ORDER
With a quorum present, Vice President Kim Willmott called the meeting to order at 10:00 a.m.

B. PROPOSED CHANGES OF AGENDA ITEMS
There were none.

C. PUBLIC COMMENTS
There were none.

D. CONFLICT OF INTEREST DISCLOSURES
There were none.

E. ITEMS FROM BOARD
There were none.

F. DIRECTOR'S REPORT

1. Review Monthly Director's Report.
   a.) Strategic Plan Activity
   b.) Retail Sector Data
   c.) Workforce Data
   d.) Development Services Report
   e.) All Other Economic Development Activities

2. Review Monthly Marketing Analyst Report.
   a.) Monthly Marketing Activities
   b.) Monthly Marketing Analytics
   c.) All Other Marketing Activities

G. DISCUSSION AND ACTION ITEMS

1. Consider approval of the PEDC minutes from April 14, 2026.

Motion by Director Joseph Thompson, seconded by Director Debbie Wacha, to approve item as presented. Upon vote, motion carried unanimously 6-0.

2. Consider approval of the PEDC Special Minutes from May 01, 2026.

Motion by Director Debbie Wacha, seconded by Director Joseph Thompson, to approve item as presented. Upon vote, motion carried unanimously 6-0.

3. Consider approval of the April 2026 Financial Report.

Motion by Director Ernest Williams, seconded by Director Firouz Haghighi, to approve item. Upon vote, motion carried unanimously 6-0.

4. Presentation by Express Pros Training regarding Management Essentials Program.

Sarah Anderson from Express Pros provided a brief overview of the most recent Management Essentials Program, which concluded on March 17, 2026. She also informed the board that she plans to request an additional year of sponsorships from the EDC.

-Sarah Anderson left the meeting at 10:29 a.m.

5. Discussion and possible action regarding Randle Law & PEDC Fee Agreement.

PEDC and Randle Law Attorney Heather Cook presented an updated fee agreement between Randle Law and the EDC. Current fees for non-litigation matters are $225 an hour for attorneys and $105 an hour for paralegals. The proposed rates for non-litigation matters will increase to $265 an hour for attorneys and $125 an hour for paralegals.

Motion by Director Firouz Haghighi, seconded by Secretary/ Treasurer Charles Drane, to approve item as presented. Upon vote, motion carried unanimously 6-0.

6. Discussion and possible action regarding survey proposal from K. L. Kilgore & Co.

C.T. Brannon Corporation Project manager Sam Ivy has indicated that additional survey work is needed to complete the Master Drainage Plan at Willow Creek Business Park. A proposal was submitted by K. L. Kilgore& Co. in the amount of $1,900.

Motion by Director Joseph Thompson, seconded by Secretary/Treasurer Charles Drane, to approve item as presented. Upon vote, motion carried unanimously 6-0.

7. Discussion and Possible Action Regarding a Budget Amendment to Line Item 215-100-58000 Capital Outlay from Fund Balance.

EDC Director Christophe Trahan informed the board that the amendment to line-item 215-100-58000 is for the approved acquisition of the properties located at 217 & 219 W. Main St. If approved by the board, it will then go before City Council for final approval at their next meeting on May 25 2026.

Motion by Director Joseph Thompson, seconded by Ernest Williams, to approve item as presented. Upon vote, motion carried unanimously 6-0.

8. Discussion and possible action regarding the Palestine EDC Budget for Fiscal Year 2026-2027.

EDC Director Christophe Trahan presented the board with a first draft of the budget worksheet for FY 26-27. The board is encouraged to review it over the next 30 days and to bring any questions or concerns to the PEDC's June board meeting.

Some notable changes to this first draft of the FY 26-27 Budget Worksheet will include the following.

- 8% increase in sales tax revenue
- ETEX Fiber Recapture line-item will be eliminated due to the completion of the contract.
- Utilities line-item for electric expenses will decrease, as there will no longer be an account for the electric costs associated with 200 Vista Ridge.
- Professional services line-item will see a significant increase, totaling $150,000.
- Revenue Bond Principal Payment line-item will decrease, due to the Sales Tax Revenue Bonds Series 2012B being paid off on August 15, 2026.

H. CLOSED SESSION

The Board will go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D.1.Section 551.072 deliberation regarding real property: the purchase, exchange, lease, or value of real property & Section 551.087 deliberation regarding Economic Development negotiations

a.) PEDC Rail Park

I. RECONVENE IN OPEN SESSION

1. Discussion and possible action regarding PEDC Rail Park.

J. TAKE ANY NECESSARY ACTIONS REGARDING CLOSED SESSION ITEM

1. Discussion and possible action regarding PEDC Rail Park.

No action taken.

K. ADJOURNMENT

With no other business to put before the Board. Vice President Kim Willmott adjourned the meeting at 11:39 a.m.

PASSED AND APPROVED THIS 16th DAY OF June 2026.

Kim Willmott

Kim Willmott, Vice President

ATTEST:

M. Temple

Melissa Temple, Administrative Assistant