

STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY
Minutes of the Monthly Meeting
1050 Airport Road – Conference Room
Stephenville, Texas 76401
Thursday, May 24th 2018 at 11:30 a.m.

The Stephenville Type B Economic Development Authority (SEDA), convened on May 24th, 2018, at 11:30 a.m. at the Clark Field Airport conference room, for the purpose of a special business meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

President	:	Gerald Cook
Vice President	:	Matt Harpole (absent)
Treasurer	:	Nathan Heller (absent)
Secretary	:	Shelby Slawson (left at 12:00 noon)
Directors	:	Malcolm Cross Marion Cole Fisher Rinderknecht

Also in attendance: ex-officio member City Administrator Allen Barnes; and Director of Marketing, Ashleigh Feuerbacher.

- I. **Call to Order.** The meeting of the Stephenville Type B Economic Development Authority was called to order at 11:31 a.m. on May 24th, 2018, by President Gerald Cook.
- II. **Consider approval of minutes.** Motion by Shelby Slawson, seconded by Marion Cole to approve Minutes of the Regular Meeting on May 24th, 2018. Motion passes.
- III. **Consider approval of Treasurer's Report.** Feuerbacher presented the treasurer's report and provided detail on revenue and expenditures. A listing of expenditures was provided to the Board for review. The current YTD income amount was \$291,389.46 which is 60.35 % of the expected revenue. Motion by Marion Cole, seconded by Fisher Rinderknecht to approve the treasurer's report. Motion passes.
- IV. **Discussion regarding the annual budget for 2019.** Feuerbacher delivered a prepared budget worksheet for the Board to review. The worksheet displayed current budget, monies used and a column for budget requests or comments. Board will review document and discuss details at the next monthly meeting.
- V. **SEDA Office Report.** Feuerbacher delivered an office update. Projects, developers and office activity were mentioned in detailed. The new Executive Director, Jeff Sandford, and his start date of June 1, 2018 was shared as well.
- VI. **SEDA SPOTLIGHT for May 2018.** Tejas Tubular was introduced as the manufacturing spotlight for the month. However, Mr. Savage, the plant manager, was not able to attend and asked to join us in June.


- VII. **Consider Façade Grant for Scott Randolph, dba Skinny's Repair Shop.** Complete application was turned in to the SEDA office for the façade at Skinny's Repair Shop. Motion by Marion Cole, seconded by Fisher Rinderknecht to approve façade grant application. Motion passes.
- VIII. **Discussion and possible action for SEDA water and sewer projects.** The Board was presented a status update on the construction of the sewer line. Developers for two locations were present and delivered their specific site location information. The Board was thankful to have all parties represented and the clarification that provided. No action taken.
- IX. **Update on TXDOT traffic signal at Christy Plaza.** The Board discussed the status on the traffic signal for the Christy Plaza. No action taken.
- X. **Executive Session.** President Cook recessed the open portion of the meeting at 12:35 p.m., and the board reconvened in executive session, in compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with Section 551.087 Economic Development; discussion concerning projects, and Section 551.074 Personnel Matters (a)(1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – Executive Director.
- XI. **Action taken on matters considered in executive session.** The Board reconvened in open session at 12:52 p.m.

Motion by Fisher Rinderknecht and seconded by Marion Cole to approve pro rata paybacks from the developers of the two lots west of Burger King based on the cost of a 4" sewer line, with specific terms to be reduced to a contract to be drawn by SEDA's attorney. Motion Passes.

Motion by Fisher Rinderknecht and seconded by Malcolm Cross to approve SEDA forgiving the balance of approximately \$18620 that was previously approved for the construction an engineering fees for a 6" sewer line to the two lots west of Burger King, it being SEDA's intent in agreement with the City to upsize the line from 4" to 6" to plan and prepare infrastructure for future development to the west. Motion Passes.

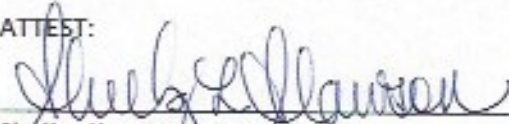
- XII. **Board member comments.** Board president, Gerald Cook discussed a few items with other board members. Comments on future infrastructure and development needs and what role the organization can play.

XIII. **Adjourn.** Motion by Marion Cole, seconded by Fisher Rinderknecht, to adjourn. The meeting adjourned 1:16 p.m.



Gerald Cook, President

ATTEST:



Shelby Slawson, Secretary