

**STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY**

**Minutes of Regular Meeting**

Stephenville City Hall Training Room  
298 West Washington St., Stephenville, Texas  
Thursday, February 16, 2017 – 11:30 a.m.

The Stephenville Type B Economic Development Authority (SEDA), convened on February 16, 2017, at 11:30 a.m., in the Training Room at Stephenville City Hall, 298 West Washington Street, for the purpose of a regular 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 Codes Annotated, with the following members present, to wit:

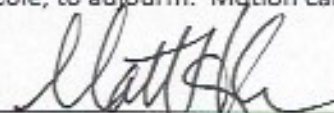
President	:	Matt Harpole
Vice President	:	Gerald Cook
Treasurer	:	Nathan Heller
Secretary	:	Shelby Slawson
Directors	:	Michele Dunkerley Marion Cole <del>Wendell Hollingsworth</del> (absent)

*Also in attendance: Ex-officio members John Hubbard, Kenny Weldon, Wayne McKethan, Allen Barnes and July Danley.*

- I. **Call to Order.** The meeting of the Stephenville Type B Economic Development Authority was called to order at 11:32 a.m. on February 16, 2017, by President Matt Harpole. Mr. Harpole introduced new City Administrator Allen Barnes.
- II. **Treasurer's Report.** Nathan Heller gave the Treasurer's report, a copy of which is attached. Motion by Michele Dunkerley, seconded by Marion Cole to accept the Treasurer's report. Motion carried.
- III. **Executive Director's Report.** John Hubbard gave the Director's report, a copy of which is attached. Hubbard reported that SEDA continues to receive proposal requests from the Office of the Governor who represent companies looking to locate industrial or commercial manufacturing facilities to Texas. Hubbard also gave an update on other economic activity efforts during the past month. Motion by Nathan Heller, seconded by Michele Dunkerley to accept the Director's report. Motion carried.
- IV. **Report and discussion from Interim City Administrator Wayne McKethan concerning public facilities and arenas in Stephenville.** Interim City Administrator Wayne McKethan reported that the core group met after the Town Hall meeting that was held at Tarleton State on January 10, 2017. Each member of the core group said their organizations were in support of continuing the exploratory process to build an events center. McKethan said the group will visit specific events centers in other communities and explore funding options. No action was taken by the board.

- V. **Consider economic development performance agreements for Twisted J and Equibrand.** The Board reviewed economic development agreements for Twisted J and Equibrand. The Board directed Hubbard to tie the payback of the incentives to the number of years of the agreement. There was a question about annexation and landownership on the Twisted J agreement. It was decided by the Board to add the landowner's name to the contract and add language in the agreement or create a separate agreement for voluntary annexation. Motion by Gerald Cook, seconded by Shelby Slawson to accept changes to the performance agreements. Motion carried.
- VI. **Consider Mid-year budget adjustments to the FY2016-17 SEDA Budget.** This item was tabled.
- VII. **Consider agenda and schedule for "Stephenville Day" at the Texas Capitol.** The Board talked about a strategy to contact key officials. Michele Dunkerley suggested that we decide "what we want," identify "who can give it to us," and understand "what we need to give in return." Gerald Cook suggested that we meet with Team Texas. No action was taken but the Board decided to move the March meeting to March 10, 2017 at 11:30 am to allow more time to discuss the trip as a group.
- VIII. **Consider forming SEDA Board sub-committees.** Michele Dunkerley explained to the Board that the sub-committees would be helpful to John Hubbard and would also be a means of involving new board members as they are appointed to SEDA. No action was taken but a taskforce concerning the TIRZ will be discussed at the next SEDA Board meeting.
- IX. **Consider relocating SEDA office to Clark Field Municipal Airport.** (Michele Dunkerley excused herself from discussions on this matter and left the meeting for this item.) Hubbard explained to the Board that the City had offered space at Clark Field for \$300 per month. Harpole asked if the City would provide language that would ensure the rate at renewal would contain a cap tied to a CPI index. Shelby Slawson and Jeremy Allen agreed to work on a revised draft to bring to the Board at the March 10, 2017 meeting. No action was taken.
- X. **Consider amendments to the Bylaws of the Stephenville Type B Economic Development Authority.** Mayor Weldon offered his support of this amendment. This item was tabled.
- XI. **Executive Session.** The Board went into executive session at 12:41 p.m. to discuss the following projects: Quick Silver.
- XII. **Reconvene open meeting and consider items discussed Executive Session.** The Board Reconvened at 1:04 p.m. No action was taken.
- XIII. **Consent Agenda: Minutes of the Special Meeting on November 28, 2016 and the Regular Meeting on January 19, 2017.** The minutes were tabled to the March 10, 2017 meeting.

XVI. Motion by Nathan Heller, seconded by Marion Cole, to adjourn. Motion carried. The Meeting adjourned at 1:05 pm.

  
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Matt Harpole, President

ATTEST:

  
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Shelby L. Slawson, Secretary