

**STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY**  
**Minutes of Special Meeting**  
Stephenville City Hall Training Room  
298 West Washington, Stephenville, Texas  
**Thursday, May 4, 2017 – 10:00 a.m.**


The Stephenville Type B Economic Development Authority (SEDA), convened on May 4, 2017, at 10:00 a.m., in the Training Room at Stephenville City Hall, 298 West Washington Street, 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      | : | Matt Harpole  |
| Vice President | : | Gerald Cook   |
| Treasurer      | : | Nathan Heller   |
| Secretary      | : | Shelby Slawson  |
| Directors      | : | <del>Michele Dunkerley</del> (absent)<br>Marion Cole<br>Wendell Hollingsworth |

Also in attendance: ex-officio members John Hubbard.

- I. **Call to Order.** The meeting of the Stephenville Type B Economic Development Authority was called to order at 10:00 a.m. on May 4, 2017, by President Matt Harpole.
- II. **Treasurer's Report.** No action taken.
- III. **Consider Façade Improvement Grants for Evatt Investments (Cynthia Huckabee) and Bull Nettle Sports Bar (Court Cole).** John Hubbard reviewed the applications with the Board. Hubbard explained that both applicants meet the criteria for the grants and recommended approval. Board members Harpole, Slawson and Cole submitted conflict of interest statements and will not be voting (as indicated in the motions below). Motion by Wendell Hollingsworth, seconded by Nathan Heller, to approve façade grant of \$5,000 to Cynthia Huckabee on behalf of Evatt Investments. Motion carried, 5-0 (Slawson abstained). Motion by Nathan Heller, seconded by Shelby Slawson, to approve façade grant of \$5,000 to Court Cole on behalf of Bull Nettle Sports Bar. Motion carried, 4-0 (Cole and Harpole abstained).

- IV. **Consider proposals from Retail Coach and Retail Strategies for professional services.** Hubbard explained that Retail Strategies submitted a proposal for services after the April 20, 2017 SEDA Regular Meeting. The Retail Coach proposal was \$5,500 and Retail Strategies proposal was \$10,000. Hubbard recommended the Board select the proposal from Retail Coach at \$5,500. Motion by Shelby Slawson, seconded by Gerald Cook, to approve the proposal from Retail Coach in the amount of \$5,500 for professional services. Motion carried, 6-0.
- V. **Adjourn.** A motion was made by Gerald Cook, seconded by Marion Cole, to adjourn. The meeting adjourned at 10:16 a.m.

  
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Matt Harpole, President (presiding officer)

ATTEST:

  
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Shelby Slawson, Secretary

**STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY**

**Minutes of Regular Meeting**

Stephenville City Hall Training Room  
298 West Washington St., Stephenville, Texas  
Thursday, May 18, 2017 – 11:30 a.m.

The Stephenville Type B Economic Development Authority (SEDA), convened on May 18, 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      | : | Marion Cole<br>Michele Dunkerley<br>Wendell Hollingsworth |

*Also in attendance: Ex-officio members John Hubbard, Kenny Weldon, Alan Nix, Allen Barnes, July Danley, and Joe Brown.*

- I. **Call to Order.** The meeting of the Stephenville Type B Economic Development Authority was called to order at 11:33 a.m. on May 18, 2017, by President Matt Harpole.
- II. **Treasurer's Report.** Nathan Heller gave the Treasurer's report. Heller reported that sales tax receipts for February 2017 (collected in April 2017) were about 5 percent lower than what was collected in February 2016 at \$32,694. Heller also reported that the fiscal year to date (October – February 2017) of sales tax collected was \$194,695 or 41.8 percent of the \$466,000 budgeted for the fiscal year. Motion by Marion Cole, seconded by Shelby Slawson to accept the Treasurer's report. Motion carried.
- III. **Executive Director's Report.** John Hubbard gave the Director's report. Hubbard announced that the SEDA staff will be working closely with Jeremy Allen, Assistant City Administrator, on applying for funding for infrastructure projects associated with two potential retail developments. Additionally, SEDA staff met with Nick Willams concerning applying for CDBG funding available for downtown redevelopment. Motion by Michele Dunkerly, seconded by Wendell Hollingsworth to accept the Director's report. Motion carried.
- IV. **Consider Façade Improvement Grants: Texas Appliance Savers – Brandon McDonald, and Baxter Chemical and Janitorial Supply Company – John Baxter.** Motion by Marion Cole, seconded by Shelby Slawson, to approve façade Improvement grants to Texas Appliance Savers and Baxter Chemical and Janitorial Supply Company. Motion carried unanimously.
- V. **Consider membership to Stephenville Economic Development Foundation.** After discussion, Gerald Cook requested more information about expenditure of SEDA funds for membership in private economic development entity; item tabled.

- VI. **Consider approval of minutes:** Minutes of the Regular Meeting on April 20, 2017. Motion by Nathan Heller, seconded by Gerald Cook to approve Minutes of the Regular Meeting on April 20, 2017 as amended. Motion carried unanimously.
- VII. **Executive Session.** The Board went into executive session at 11:54 a.m. to discuss the following projects: Quick Silver.
- VIII. **Action taken on matters considered items in Executive Session.** The Board Reconvened at 1:00 p.m. No action was taken.
- IX. **Adjourn.** Motion by Marion Cole, seconded by Gerald Cook to adjourn. Motion carried. The Meeting adjourned at 1:00 p.m.



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Matt Harpole, President

ATTEST:



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Shelby L. Slawson, Secretary