



**STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY**

Special February Meeting

**1050 Airport Road, Stephenville TX**

Monday, February 22, 2021

**4:00 p.m.**

**I. CALL TO ORDER**

**II. EXECUTIVE DIRECTOR REPORT**

**III. CONSENT**

1. a. **Regular Minutes from January 21, 2021**
2. a. **Financial Report ending January 31, 2021**

**IV. UPDATE & DISCUSSION, Façade Application for Carnegie Properties, LLC**

**V. 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 the following project**

1. Project Bronze Statue
2. Project Blue
3. Project Green Tub

**In compliance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with Sec. 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**

**VI. ACTION TAKEN ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

**VII. ADJOURN**

Notice is hereby given that members of the Stephenville Type B Development Authority may participate in this meeting via teleconference or videoconference as allowed by Governor's Order due to the COVID – 19 pandemic. As allowed by this Order, a quorum may not be present in a physical location. Public participation will be available by live feed upon request or in person at 1050 Airport Road, Stephenville, Texas.

## **AGENDA ITEMS II. EXECUTIVE DIRECTOR’S REPORT**

### **AGENDA ITEM III. CONSENT**

#### **1. a. Regular Minutes from January 21, 2021**

STEPHENVILLE TYPE B ECONOMIC DEVELOPMENT AUTHORITY  
Regular Meeting with Video Conference Option  
Stephenville, Texas  
Thursday January 21, 2021

The Stephenville Type B Economic Development Authority convened on January 21, 2021 at 11:32 a.m., in the SEDA conference room at 1050 Airport Road, Stephenville, Texas and by video conference providing a live feed for the purpose of a regular business meeting, with the meeting being open to the public and notice of said meeting, giving the date and 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:	Chris Gifford
Vice President:	Marion Cole
Secretary:	Casey Hogan (arrived at 11:40)
Directors:	Malcolm Cross Wendell Hollingsworth Matt Underwood Lori Beaty (arrived at 11:45)

Also in attendance: ex – officio members Joe Brown, July Danley, Allen Barnes, Mark McClinton and Jeff Sandford and Assistant Director Ashleigh Feuerbacher.

#### **CALL TO ORDER**

The meeting of the Stephenville Type B Economic Development Authority was called to order at 11:32 a.m. by President Gifford.

#### **EXECUTIVE DIRECTOR REPORT**

Jeff Sandford shared that SEDA is registered for a virtual job fair to be held later in January. The job fair is in conjunction with the SFL transition program and will serve as a recruiting effort for local workforce. The WSB groundbreaking is scheduled for the end of the month along with a tour of the Edge facility, both being SEDA projects. Sandford reported on two real estate closings that occurred in December, Washington Commons and Clean Control. In closing Sandford stated that January has not been a slow month at all for economic development.

#### **CONSIDER APPROVAL OF MINUTES**

##### **Regular Minutes from December 3, 2020**

Motion by Marion Cole, second by Casey Hogan to approve the minutes as presented. Motion Approved

#### **CONSIDER APPROVAL OF TREASURER’S REPORT**

##### **Financial Report ending December 31, 2020**

Motion by Wendell Hollingsworth second by Lori Beaty to approve the financial report. Motion Passes.

##### **Consider lease program for SEDA.**

Item Tabled.

#### **UPDATE & DISCUSSION, Facility Renovation**

Sandford reported that he was asked by several council members to discuss the future use of the existing library, should the proposed bond pass. If the bond is voted in, the City would like the SEDA Board to consider the existing library facility being gifted to the organization, with any future renovations and upgrade being SEDA’s responsibility. Sandford presented the idea of shared space and options to the remodel so the Board could estimate the costs to be considered. The Board shared comments on the beauty of the historic library and that a downtown central business hub would be an asset for the community. No Action Taken.

#### **UPDATE & DISCUSSION, Downtown Revitalization Plan**

City Manager, Allen Barnes, was asked to share the Downtown Revitalization Plan update. Barnes discussed the conceptual design and drawings created thus far by Gateway Planning. They show boundaries from the plaza to the park, creating two phases to the project. Areas of improvement highlighted are lighting, parking, accessibility and creating a pedestrian friendly environment. Barnes provided information on the proposed bond package that would have allocated funds for this project. The council will determine in February to take the bond to the public for vote in May. No Action Taken.

**UPDATE & DISCUSSION, SEDA - ATIP Partnership**

The SEDA office is now the primary partner with ATIP for our regional bio – economy efforts. SEDA has assisted in filing the 2021 REAP/ REEDA federal grant application. Currently ATIP has 63 businesses interested in our region with 2 that are looking to make moves within 2021. Staff will spend time in developing relationships and recruiting investment to Stephenville, Texas.

**EXECUTIVE SESSION .**

At 12:57 p.m. the board entered into 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 the following project :

- 1. PROJECT GREEN TUB**
- 2. PROJECT CS**
- 3. PROJECT EAGLE**

**ACTION TAKEN ON MATTERS DISCUSSED IN EXECUTIVE SESSION.**

The Board reconvened in open session at 1:16 p.m. No action on matters discussed in the Executive Session.

**ADJOURN**

Chairman Gifford adjourned the meeting at 1:58p.m.

**2. a. Financial Report ending January 31st, 2021**

*2020-2021 SEDA approved budget: \$519,450.00*

OCTOBER 2020

Total October Revenue	\$52,550.47
Total October Expenditures	<u>\$37,551.68</u>
Report Surplus	\$12,844.79

NOVEMBER 2020

Total November Revenue	\$57,923.74
Total November Expenditures	<u>\$25,563.04</u>
Report Surplus	\$32,360.70

DECEMBER 2020

Total December Revenue	\$45,186.15
Total December Expenditures	<u>\$44,709.71</u>
Report Surplus	\$ 548.55

JANUARY 2021

Total January Revenue	\$ 44,084.61
Total January Expenditures	<u>\$ 34,122.08</u>
Report Surplus	\$ 9,962.53

**AGENDA ITEM IV.**

**UPDATE & DISCUSSION**, Façade Application for Carnegie Properties, LLC

**AGENDA ITEM V.**

**EXECUTIVE SESSION**

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**AGENDA ITEM VI.**

**ACTION TAKEN ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

**AGENDA ITEM VII.**

**ADJOURN**