

**Athens Economic Development Corporation
Board of Directors Meeting
Minutes for December 18, 2018**

The Board of Directors of the Athens Economic Development Corporation (hereafter referred to as AEDC) held a Board Meeting at 10:00 A.M. on Tuesday, December 18, 2018, in the Derek D. Daniels Room of the Athens Partnership Center located at 201 W. Corsicana Street, Athens, Texas.

Directors present: Jeaneane Lilly, John Trent, Carmen Hunt, Cliff Barrett, Randy Jones and Cliff Bomer

Directors absent: Will Traxson

Ex-Officio: Mayor Monte Montgomery

Staff present: Lisa Denton, Sherri Skeeters and Dede Sims

Guests: City Council Members: Robert Gross and Ed McCain

Call to Order

The meeting was called to order at 10:00 A.M. by President Jeaneane Lilly for all agenda items. A quorum was present.

Citizen Comments

None

Declaration of Conflict of Interest

None

Consent Agenda:

- A. Approval of Minutes from AEDC Board Meeting November 20, 2018
- B. Approval of Minutes from AEDC Business Assistance Grant Committee Meeting dated December 11, 2018
- C. Approval of November 2018 financial summary

John Trent made a motion to approve the consent agenda. Cliff Barrett seconded the motion and motion carried 6-0.

Consider discussion and possible action on the following items associated with AEDC Finances:

- A. Amendment to the Certificate of Deposit
Action was taken last month to renew the CD with Citizens State Bank, at an interest rate of 2.25% for a term of 13 months. The term should have stated 12 months.

Cliff Barrett made a motion to accept the amended term of 12 months. Carmen Hunt seconded and motion carried 6-0.

Consider discussion and possible approval of the following items associated with AEDC owned properties:

A. Athens Industrial Park

1. Geotechnical Investigation Report from E TTL Engineers & Consultants

The report was received and showed no signs of “bad soil” as previously thought. Recommended compaction levels are within the norms for roadways, per Mayor Montgomery.

Consider discussion and possible approval of the following items associated with AEDC Grant Programs:

A. Business Assistance Grant

1. Compliance review and grant payment to:

A. Athens Trailer & Truck

Actual costs of completed project totaled \$4,456, which is eligible for \$2,228.

Randy Jones made a motion, seconded by John Trent, to pay \$2,228 to Athens Trailer and Truck. Motion carried 6-0.

B. Kathy’s Boutique

Actual costs totaled \$13,215.65. Grantee is eligible for \$10,381.11, as approved in May of 2018.

Cliff Barrett made a motion, seconded by Carmen Hunt, to pay \$10,381.11 to Kathy’s Boutique. Motion carried 6-0.

2. Public hearing on proposed expenditures for 215 N Prairieville St., by John Johnson

The public hearing opened at 10:12 AM by Jeaneane Lilly. The grant request is for \$12,500 to refurbish and make ready two retail spaces, two lofts and office space. Total project cost is estimated at \$25,180. No comments were made and hearing closed at 10:17 AM.

3. Application presentations and recommendations from BAG Committee:

A. John Johnson, in the amount of \$12,500, for façade improvements at 215 N. Prairieville Street.

B. Richard Gallo, Silver Line Roofing, in the amount of \$9,667, for façade improvements and fencing at 904 W. Corsicana Street.

The remaining applicants, Guitars Etc. and Triple Play Sports, were not selected for recommendation of funding, based on the evaluation criteria and scoring. The committee felt these projects did not meet the level of distress and that the improvements would not lead to increased property tax values.

Cliff Bomer made a motion, seconded by Randy Jones, to approve the two BAG applications, for the amounts recommended by the Committee. Motion carried 6-0.

Compliance review of Economic Development Performance Agreement with Athens Screen Printing

Carmen Hunt made a motion to rule Athens Screen Printing in compliance with the first year of the EDPA and approve payment of \$11,127.24 for real and personal property improvements, and \$4,500 for job creation incentive, for a total of \$15,627.24. Cliff Barrett seconded the motion and motion carried 6-0.

Consider discussion and possible approval of the following items associated with AEDC Marketing Initiatives:

- A. Testimonial Video Project-no discussion or action on this item
- B. Logo Update-Sherri Skeeters presented the new logo and thanked Jeaneane Lilly and Carmen Hunt, for their input during the process.
- C. Database Subscription for Industry Markets
AEDC has an opportunity to partner with another community, at a special rate of \$5,000, for a database subscription for target market contacts. This amount is budgeted and plans were put into place during the budget process to allow for this type of lead generation process.

John Trent made a motion, seconded by Randy Jones, to approve the subscription cost of \$5,000 for a one year license to Gazelle for target marketing purposes. Motion carried 6-0.

Consider entering into Executive Session according to TEXAS GOVERNMENT CODE Chapter 551 to discuss the following:

At 10:55 A.M., President Lilly announced that the board would enter into Executive Session pursuant to the provisions of the TEXAS GOVERNMENT CODE Chapter 551, in accordance with the authority contained in the following sections:

- A. Section 551.087 - Deliberation regarding Economic Development Negotiations with the following prospects:
Prospect #1687 Prospect #1758
Prospect #1724 Prospect #1760
- B. Section 551.074 – Deliberations on Personnel Matters
AEDC Executive Director Employment

The board reconvened into Open Session at 12:14 PM.

Consider discussion and possible action on items discussed under Agenda Item 10

John Trent made a motion to approve entering into an economic development performance agreement with Express Products Inc. d/b/a Dillon Manufacturing. Company proposes capital investment of \$222,388, over a three year period, and job creation of up to 28 full time positions, over its base of 27. AEDC will offer a capital investment incentive of up to \$8,000 and job creation incentive of up to \$42,000, for a maximum grant of \$50,000. Carmen Hunt seconded

and motion carried 5-0, with Cliff Bomer abstaining due to conflict of interest.

Cliff Bomer made a motion, seconded by John Trent, to approve the employment contract with Executive Director, Lisa Denton, as presented by Board President. Motion carried 6-0.

With no further business, meeting adjourned at 12:18, with a motion by Cliff Bomer and seconded by Carmen Hunt. Motion carried 6-0.

Carmen Hunt, Secretary

Jeaneane Lilly, President