



Minutes from July 18, 2019 Regular Board Meeting
Palestine Economic Development Corporation Board of Directors

Attendance Record:

PEDC Board Members Attending: Alan Herrington, Linda Dickens, Charles Drane, Michael Page, and Ben Campbell
PEDC & City Staff Attending: Gayle Cooper, Economic Development Director; Rachel Nichols, Main Street Manager; Mary Raum, Tourism Marketing Manager; Teresa Herrera, City Secretary; and Jim Mahoney, Finance Director. Leslie Cloer, Interim City Manager, arrived toward the end of the meeting.

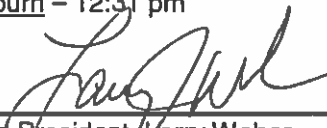

- A. Regular Meeting – 11:30 am
- B. Call to Order: 11:36 am
- C. Establishment of Quorum: Quorum met with five PEDC Board members present. Introduction of Interim City Manager, Leslie Cloer, was not possible until later.
- D. Consideration and Possible Action Concerning:
Minutes from PEDC Regular Board Meeting conducted May 16, 2019 – Ben Campbell made motion to accept minutes, seconded by Charles Drane; and motion carried.
Financial Reports for May and June 2019 – Ms. Cooper referenced some important items including the pending PEDC debt payments of \$470,105 in August.
Ben Campbell made motion to approve May and June 2019 financials; seconded by Charles Drane; and motion carried.
- E. Board Report: An opportunity for members of the Board to relay activities participated in and comments received regarding economic development during the past month.
Ben Campbell discussed internet access in the south part of Palestine.
- F. Public Comment: None
- G. Directors Report:
- i. Mall sale – Ms. Cooper is working with a potential developer for the Mall who will raze and rebuild it. Other offers through EDGE have not been beneficial to the city.
 - ii. Project Overlook –Overlook Apartments groundbreaking anticipated August 2019
 - iii. Downtown Rehab – After the Craig Allen grant, PEDC will have approximately \$30,000 remaining in our 2018-2019 budget for downtown grants.
 - iv. Project Potter -- The potential project for our business park, Project Potter, is awaiting an RFP.
 - v. Project Carbo -- New client

Main Street Update

- The current Main Street Beautification Project is painting all the lantern light poles downtown. Pole painting takes place end of July 2019.
- The Hot Pepper Festival Application will be online by the end of July 2019. Chili's Restaurant will be the primary Hot Pepper Festival sponsor.
- Ben Campbell mentioned Quanah Parker Day, the second Saturday in September. Ben suggested partnering with Jack Seldon to do an event and wanted Main Street & Tourism Department to participate in the planning.

The Palestine Economic Development Corporation reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed on this agenda as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney, 551.072 (Deliberations about Security Devices) and 551.087 (Economic Development).

- H. Consideration and Possible Action – The Board will consider the application of Craig Allen of First-Class Renovations for a Downtown Matching Funds Grant of \$51,646.00 on a total construction cost of \$103,292.00 Michael Page made motion to approve grant funds of \$51,646; seconded by Charles Drane. Ben Campbell opposed; and motion carried.
- I. Consideration and Possible Action -- The Board will discuss payments of \$8,500 and \$5,000 for appraisals of the Mall and Civic Center. City Manager had requested that PEDC pay for the appraisals. PEDC Board suggests fronting the money for the City of Palestine and seeking reimbursement following the sale of the Mall. Allen Herrington made motion. Costs approved are \$8,500 for Mall and \$5,000 for Civic Center. Motion seconded by Linda Dickens; motion carried.
- J. Consideration and Possible Action: The Board will consider the authorization of a new hire to fill Terry Johnson's previous position with no additional budgetary requirement. The previous salary of the Assistant Director will pay for both positions. The new position will be called Economic Development Admin. Motion to approve hiring of Office Manager position was made by Linda Dickens; seconded by Michael Page; motion carried. City manager suggested allowing experience in lieu of a 4-year degree.
- K. Consideration and Possible Action: The Board will consider issuing an RFP for replacement of the roof at 100 Willow Creek Parkway – our headquarters and Cartmell, or Suite A and Suite B. Not required. Travelers Insurance will pay entire roof replacement expense excluding deductible of \$250. ASAP Roofing will complete the roof replacement.
- L. Consideration and Possible Action: The Board will review the proposed 5-year Strategic Plan for the economic development department. Motion to approve PEDC 5-Year strategic plan made by Michael Page; seconded by Charles Drane; motion carried.
- M. Adjourn – 12:31 pm

	8-29-19	1:47pm
_____ PEDC Board President, Larry Weber	Date	Time
	8-29-19	1:47pm
_____ PEDC Project Manager, Terry Johnson	Date	Time