



Minutes from April 21, 2016 Regular Board Meeting
Meeting held at Palestine Municipal Airport
1278 County Road 421
Palestine, TX 75803

The Board of Directors of the Palestine Economic Development Corporation met on Thursday, April 21st, 2016 at 11:30 am at the Palestine Municipal Airport located at 1278 County Road 421.

Attending were the following:

Larry Weber
Alan Herrington
Linda Dickens
Alan George
Paul Morris
Thomas Wright

Others Present:

Tom Manskey, EDC Executive Director
Greg Laudadio, Asst. EDC Director
Terry Johnson, EDC Assistant
Mary Raum, Marketing & Tourism Manager
Larry Pannell
Steve Groom
Teresa Herrera

Meeting called to order at 11:321 am by Larry Weber.

A. Call to Order

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 Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development) to wit:

B. Citizen Input

Manager of Palestine Jet Center LLC, Gaylon Addkison, welcomed us to airport business office and accepted a \$10,000 PEDC grant that partially funded building of their newest hanger. The business has grown over 30% since opening three years ago. Sanderson Farms is their primary customer, and two air ambulance services run in and out of the airport. Their next new business target is an aircraft paint shop. Additional new business is coming from nearby airports. The new hanger can store 6 planes and one helicopter and the company plans to add six more jobs for their long term future.

C. Consent Agenda

1. Approval of minutes made for two Special Board Meetings, conducted March 14, 2016, and April 11,

2016. Motion made by Paul Morris and seconded by Tom Wright, with unanimous approval.
2. Review and approve financial information from February and March 2016.
Motion to approve financial reports made by Paul Morris and seconded by Thomas Wright. Upon vote, motion passed unanimously.

D. President's Comments

1. Presentation of Economic development Project support check to Palestine Jet Service, LLC. Larry Weber presented signed check to Gaylon Addkison with Palestine Jet Center.

E. Staff Report

EDC

- PEDC now owns our office space.
- Currently talking with realtor in Tyler about potential tenant for Suite B of our office.
- Project Call Me Baby expressed interest for 60 to 90 day rent space, Suite B, 100 Willow Creek Parkway.
- PEDC will host an Economic Development Incentives Meeting on Thursday, May 5, 2016 at 5pm, at the Ben E. Keith Community Room. Discussions will cover tax abatements & attracting and retaining businesses. This is a by invitation meeting with invited leaders of the community.
- PEDC will host an Accountability Roundtable for 20 to 30 community business leaders and decision makers on Thursday, May 26th. The facilitator of this event will be Sam Silverstein Inc., a complimentary consulting service.
- Current PEDC Pipeline includes a significant number of new jobs, public announcement forthcoming.
- The week of March 21, 2016, PEDC hosted a site visit for company representing significant employment to community.
- Discussion held concerning new phone system that includes voice mail and CRM system specific to economic development.
- Also mentioned was new sealed bid for Mall pad site, with more details coming later.
- Updates were provided on five existing projects.
- Main Street -- the downtown quiet zone proposal continues to progress with public hearing held 4-25-16 at City Hall.
- Main Street -- the bat, pigeon, and asbestos grant was discussed.
- Main Street -- five RFP's are under review for downtown assessment survey.
- Tourism -- we advertise on Facebook, Instagram primarily. Ads located in Texas Monthly, Real Simple, Trip advisor, and Texas Highways magazine have been very successful.
- Tourism -- May 3, 2016 at 6pm, Ben E. Keith Community Room, 2019 W. Oak, Palestine, TX will be the meeting place for a seminar on how to apply and receive funds from the Local Hotel Occupancy Tax Program. The Palestine visitor Center is hosting this seminar & Brian Sullivan, Associate General Counsel for the Texas Hotel & Lodging Association is guest speaker. This meeting is an open invitation to the community.
- Tourism -- the 1836 Chuck wagon Races took place at Diamond B Ranch on April 23 & 24.
- Tourism -- The Visit Palestine 5 Year Strategic Plan outline was presented to City Council on April 25th, 2016 as part of the City Manager's report.
- Tourism -- 2016 Visitor Guides will be sent to 417 sites along I-20 East, Tyler, North Houston, Shreveport and I-45 Dallas to Conroe areas.

F. Board Discussion and Action Items

1. Review and take possible action on responses to Downtown Assessment Plan RFP's. Motion by Paul Morris, second by Alan George, with unanimous vote, for planning committee formation to score the RFP's. PEDC Board members Linda Dickens and Alan Herrington agreed to assist in the RFP process, two Board members from Main Street District will also assist, and Greg Laudadio will spearhead this project forward.
2. Discussion and possible action regarding payout to YMCA for 2014 and 2015 Community Development Grant. The Y was awarded \$17,500 in 2014 and \$10,850 in 2015. Phase 1 project completion holds a September 10, 2016 completion date, therefore no action taken.
3. Discussion and possible action regarding Downtown Quite Zone. No action taken.

G. Executive Session (Closed Session) – Retired at 12:33 pm

The Board will retire into executive session pursuant to the provisions of the Texas Government Code, in accordance with the authority contained in Section 551.072 (Deliberations about Real Property and 551.087 (Deliberations regarding economic development).

1. Project NationStar
2. Project Tax Boom

Reconvene in Open Session – Reconvened at 1:10 pm

H. Take Action From Executive Session

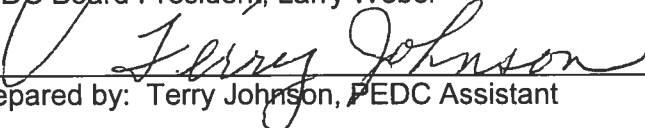
1. No action on Project NationStar.
2. Project Tax Boom– Motion made by Tom Wright, seconded by Linda Dickens, to move forward with RFP that covers initial work and expenditure of project. The vote carried unanimously by the Board.

I. Adjourn – meeting adjourned at 1: 15 pm.

Date Approved: 5-19-16



PEDC Board President, Larry Weber



Prepared by: Terry Johnson, PEDC Assistant

In compliance with the Americans with Disabilities Act, the City of Palestine will provide for reasonable accommodations for persons attending PEDC meetings. Requests for accommodations or interpretive services must be made 48 hours prior to the meetings. Please contact the PEDC office for further information at 903-729-4100.