



Minutes from August 17, 2017 Board Meeting  
Palestine Economic Development Corporation Board of Directors

Meeting – 11:31 am call to order

**Attendance Record:**

Larry Weber  
John McDonald  
Michael Page  
Linda Dickens

**Absent:**

Alan Herrington  
Paul Morris  
Thomas Wright

**Others Attending:**

Tom Manskey  
Greg Laudadio  
Terry Johnson  
Danielle Schultz  
Barbara Jordan, local citizen

**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 and Security Devices) and 551.087 (Economic Development) to wit:

Although there is no public forum item in our August 17, 2017 agenda, Board President Larry Weber recognized local citizen Barbara Jordan's attendance at our meeting. Ms. Jordan stated she was holding petition signatures in favor to tear down the Old Memorial Hospital. Information was shared by Tom Manskey on this subject in Item E, Economic Development Report.

**B. Consideration and Possible Action Concerning:**

Minutes from PEDC Board Meeting conducted on July 20, 2017 – John McDonald made motion to accept meeting minutes and seconded by Linda Dickens. Vote was unanimous to approve minutes.

C. Consideration and Possible Action Concerning:

Financial Report for July 2017 – The July 2017 Financials were not up to date per Larry Weber. Until financials are adjusted with correct numbers, the financial statements will not be approved.

D. Bid Opening: Open Bids for RFP – 2017 – 07-(2) TIRZ Feasibility Study – Tom Manskey will provide a summary of the three bids for PEDC Board Members and email the summary for discussion at the next meeting.

1. TXP – Austin, Texas
2. Town Architects Inc. – Ft. Worth, Texas
3. Hawes Hill & Associates – Houston, Texas

E. Briefing and Discussion Concerning:

Economic Development Report –

- Reports on projects in closed session
- On August 22 at 5:30 pm. There will be a Town Hall Meeting hosted by City Hall and PEDC discussing two issues:  
Selling the Palestine Civic Center  
PEDC role with the Old Memorial Hospital
- On Thursday, August 24<sup>th</sup>, 11:30 am, there will be a lunch meeting at CBT Palestine Branch for all City Council members and PEDC Board Members. The discussion will cover PEDC responsibilities and activities and offer an opportunity for City Council members to ask questions of PEDC.
- Tom Manskey reported that he spoke in open session at the August 7<sup>th</sup> City Council Meeting about the Old Memorial Hospital. PEDC hired ERI Consulting and spent \$11,000 to pay for a study to determine the costs for asbestos removal and demolition. The Texas Department of Agriculture told PEDC the money from an expired \$400,000 block grant given to City of Palestine, could be used to tear down the Old Memorial Hospital and remove asbestos from the premises. The costs associated with asbestos removal and demolition totals \$640,000 which leaves a balance of \$240,000 that must be funded elsewhere, which may or may not be possible. Further, on September 5, 2017, a courthouse sale will take place for the Old Memorial Hospital. The sale price is advertised at \$200,000 that includes \$120,000 in back taxes and \$80,000 in escrow.

Main Street Report –

- Main Street & Development Services had a joint meeting with our public citizens on July 18, 2017 to discuss expanding the zoning laws for commercial business district, housing district, and historical district. This zoning expansion will enhance future growth in Palestine, particularly properties close to the downtown area.
- At the August 19<sup>th</sup>, 2017 Farm & Flower Market, there will be shopping bags provided with downtown business coupons, thereby promoting sales of goods and services to the downtown merchants. Buyers can put their purchased produce and other items inside the bags and use any coupon they like for further shopping in downtown Palestine.
- The Palestine Main Street Program plans to hold quarterly downtown merchant meetings in the near future.

Tourism Report– Mary Raum participated in panel discussion for Palestine Chamber business seminar luncheon on meeting day per Tom Manskey, ED Director.

- F. Consideration and Possible Action Concerning: Declining all Bids for Demolition Services Bid #2017 – 06 (01).
- G. Considering and Possible Action Concerning: Directing PEDC staff to obtain new bids for demolition services.
- Michael Page made motion to recommend declining the one bid received for demolition and secure new bids for demolition services. The motion was seconded by Linda Dickens. The vote was unanimously approved for F & G above.
- H. Consideration and Possible Action Concerning: Request for PEDC support of 2017 Hot Pepper Festival, Danielle Schultz attended meeting to request \$9,479 for 2017 Hot Pepper Festival. These funds will be applied to Texas Entertainment Group for free-to-public family entertainment during our October 2017 Festival. Larry Weber made a motion to fund \$9,479 to the 2017 Hot Pepper Festival and the motion was seconded by Michael Page. The vote of approval was unanimous.
- I. Consideration and Possible Action Concerning: - Proposal for Trans-load Facility from the Western Group. – This item was tabled for today's meeting because TSRR send PEDC a formal proposal in September 2017.
- J. Consideration and Possible Action Concerning: Façade Improvement Program – This discussion was tabled because there will be detailed discussion at our joint meeting with City Council on August 24, 2017.
- K. Consideration and Possible Action Concerning: Review and Consideration of Asbestos Abatement Bids. PEDC will not decline received bids or secure more bids on asbestos removal. No action and no vote needed for item K.
- L. Consideration and Possible Action Concerning: Review and possible revisions to the Bylaws and Organizational Structure of the Palestine Economic Development Corporation. - PEDC operates under a contract with the City of Palestine that began in 2009 through 2012, and automatically renews every three years. Contract is scheduled to review again on October 1, 2017. PEDC attorney is working on suggestions for changes to existing agreement. PEDC Director will share those findings at the next regular PEDC Board Meeting.
- M. Closed Session – The Board will retire into executive session pursuant to the following Sections of Chapter 551, Texas Government Code.

Executive Session began at 12:34 pm. Topics included:

1. Section 551.074 (Deliberations regarding personnel matters)
  - Discussion regarding the appointment, employment, evaluation, reassignment, duties, or dismissal of Palestine Economic Development Corporation employees.
2. Section 551.072 (Deliberations regarding Real Estate)
  - Discussion regarding Project Clean Slate.
  - Discussion regarding Project Freedom.
3. Section 551.087 (Deliberations regarding economic development)
  - Discussion regarding Project Safety.
  - Discussion regarding Project Hickory.

- Discussion regarding Project North Star.

N. Reconvene into Open Session at 1:21 pm

Take action from Executive Session:

1. Discussion and Possible action regarding the appointment, employment, evaluation, reassignment, duties, and dismissal of PEDC employees. – A motion was made by John McDonald and seconded by Michael Page for President Larry Weber to sign a letter of recommendation for a 3 to 5% cost of living raise for four PEDC staff members. The vote was approved unanimously.
2. Discussion and possible action regarding Project Freedom – no action taken.
3. Discussion and possible action regarding Project Safety – no action taken.
4. Discussion and possible action regarding Project Hickory – no action taken.
5. Discussion and possible action regarding Project North Star – no action taken.

O. Adjourn – adjourned at 1:32 pm

  
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PEDC Board President, Larry Weber

Date

Time

9-7-17 1:35p

  
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PEDC Administrative Assistant, Terry Johnson

Date

Time

9-7-17 1:35pm