



Minutes from August 16, 2018 Regular Board Meeting
Palestine Economic Development Corporation Board of Directors

Attendance Record:

Larry Weber, Linda Dickens, Ben Campbell, and Stuart Whitaker

Absent was Michael Page and Alan Herrington

PEDC Attending: Gayle Cooper, Economic Development Director; Greg Laudadio, Assistant Director Economic Development and Main Street Manager, and Terry Johnson, Economic Development Coordinator

City of Palestine Staff Attending: Tim Perry, Director of Public Works

Visitors Attending: Robert Haberle and Jeff Simmons, Schaumburg & Polk, Inc.

A. Call to Order: 11:35 am

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:

B. Public Comment: - None

C. 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 stated the Swanson Cemetery cleanup had over 30 volunteers, a great turn out.

Larry Weber stated the Real Estate Committee meeting was cancelled. Larry also asked for a moment of silence in tribute to John McDonald's passing. John served on the PEDC Board for four years and we will all miss him.

D. Consideration and Possible Action Concerning:

Minutes from PEDC Regular Board Meeting conducted on July 19, 2018 – Linda Dickens made motion to accept July 19, 2018 minutes, seconded by Stuart Whitaker, and motion carried.

Financial Report for July 2018 – Ben Campbell made motion to accept July 2018 financials, seconded by Linda Dickens, and motion carried.

E. Staff Reports –

Main Street Report – Greg Laudadio

- Several investors looked at buildings downtown for investment purposes and activity is good.

F. Closed Session – The Board will retire into executive session pursuant to the provisions of Texas

Government Code. In accordance with the authority contained in Section 551.071 (consultation with Attorney), 551.074 (Regarding personnel matters), 551.072 (Deliberations regarding personnel matters) and 55.087 (Deliberations regarding economic development).

Infrastructure assistance for new housing project.
Executive Session began at 11:49 am.

G. Reconvene into Regular Session at 12.:21 pm

TAKE ACTION FROM EXECUTIVE SESSION: A motion was made by Ben Campbell, seconded by Stuart Whitaker for Gayle Cooper to move forward with infrastructure assistance with the new housing project. The motion carried.

Director Report – Gayle Cooper

The Director Report was postponed until after Executive Session. Closed session began at 11:49 am. Regular session began again at 12:21 pm with economic development report.

Gayle asked the Board to read her Quarterly Report to City Council dated July 18, 2018, handed out at the last PEDC Board meeting. The City and PEDC have worked on the budget extensively, word is getting out about the 50/50 partnership grant offer for downtown businesses, we have a plan for sales tax revenues increasing, and plans to begin contributing financially towards our downtown infrastructure processes. Larry Weber pointed out that the State Comptroller Office is working on revising the sales tax law, and once passed, our city sales tax revenues will grow.

Mary Raum, Tourism and Marketing Manager is out this week getting her CVB certification. The Palestine City Council voted to close the Palestine Civic Center. Programs and events are booked through June 23, 2019, and the Civic Center will be closed after that date.

Danielle Schultz was laid off effective 9/28/18. Her salary came from the General Fund Budget and that budget suffered cutbacks across the city. Rachel Nichols will assume many marketing duties for tourism and PEDC when the Civic Center closes. Rachel's position is paid from the Tourism budget.

H. Consideration and Possible Action Concerning: Infrastructure Improvements in Downtown Palestine. Presentation by Schaumburg & Polk, Inc. Robert Haberle made presentation on behalf of engineering firm, Schaumburg & Polk. The presentation covered the Texas Department of Agriculture's Community Development Block Grant Program, specifically covering the Main Street Revitalization part of that program. The City of Palestine must apply for 2018 funds no later than October 31, 2018. There was discussion about using a grant writer for this application, possibly Traylor & Associates from Tyler, Texas.

There is a Downtown Infrastructure Master Plan in place for the Central Business District of Palestine. The four major tasks include: Water Master Plan, Wastewater Master Plan, Drainage Master Plan, and Paving & Accessibility Master Plan.

A motion was made by Stuart Whitaker to approve up to \$30,000 from the 2018-2019 PEDC Budget for the initial downtown revitalization infrastructure study; motion seconded by Ben Campbell and motion carried.

I. Consideration and Possible Action Concerning: Main Streets Grants

- Façade Improvement Grant for Chamber of Commerce building: \$3,260
- Façade Improvement Grant for Gregg-Link building: \$30,000

- Historic Preservation Grant (Building Improvement) for Pint & Barrel building: \$11,625

The Chamber of Commerce FIP Grant vote was tabled due to lack of quorum. Linda Dickens recused from vote because she is a Board member for Palestine Area Chamber of Commerce.

The Gregg-Link building FIP Grant was approved for \$26,740 and PEDC Board verified the owners have matching funds for their brick and mortar and anchoring repairs. Stuart Whitaker made motion to approve up to \$26,740 in FIP grant funds and Ben Campbell seconded the motion; the motion carried.

The Pint and Barrel Historic Preservation Grant funding was approved for \$11,625. Linda Dickens made a motion for this funding; seconded by Stuart Whitaker, and motion carried.

J. Consideration and Possible Action Concerning: FY 2018-2019 Budget Approval.

Larry Weber made motion to accept the final PEDC Proposed Budget review with a \$502,694 deficit. Ben Campbell seconded the motion and motion carried.

K. Adjourn – adjourned at 1:47 pm.



PEDC Board President, Larry Weber

9-20-18 2:16 pm
Date Time



PEDC Administrative Assistant, Terry Johnson

9-20-18 2:16 pm
Date Time