

**Athens Economic Development Corporation
Board of Directors Meeting
Minutes for May 15, 2018**

The Board of Directors of the Athens Economic Development Corporation (hereafter referred to as AEDC) held a Board Meeting at 9:00 a.m. on Tuesday, May 15, 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, Will Traxson, Cliff Barrett, Cliff Bomer and Randy Jones

Directors absent: None

Ex-Officio: Monte Montgomery, Mayor, City of Athens, Elizabeth Borstad, City Manager, City of Athens

Staff present: Lisa Denton, Sherri Skeeters and Dede Sims

Guests: Kevin Habibelahian, Mike Ward, Rich Flowers

Call to Order

The meeting was called to order at 9:00 a.m. by President Jeaneane Lilly for all agenda items. A quorum was present.

Citizen Comments

None

Declaration of Conflict of Interest

None

Consider discussion and possible approval of minutes from the following AEDC Meetings:

A. AEDC Board Meeting April 10, 2018

B. AEDC Business Assistance Grant committee Meeting, May 10, 2018

Will Traxson made a motion to approve the minutes, as presented. Cliff Barrett seconded the motion and motion carried 7-0.

Consider discussion and possible action on the following items associated with AEDC financials.

A. FYE 2017 Audit, as presented by Mike Ward with Conway Company CPA's

Will Traxson made a motion to approve the FYE 2017 Audit, as presented. Carmen Hunt seconded and motion carried 7-0.

B. 2nd Quarter Financial Reports, as presented by Kevin Habibelahian with Holdredge, Shaddox & Habibelahian, LLP

John Trent made a motion to approve the 2nd Quarter Financial Report, as presented. Randy Jones seconded and motion carried 7-0.

C. April 2018 finance reports, as presented by Lisa Denton

The board received an update from Lisa Denton on the revenues, expenditures and commitments of AEDC for the month of April 2018.

John Trent made a motion to approve the April financials. Randy Jones seconded and motion carried 7-0.

Consider Discussion and possible action on the following items associated with AEDC owned property:

A. Athens Industrial Park

1. Invoice from Stantec, in the amount of \$8,540, for engineering and design services for Prosperity Dr.

Motion was made by Cliff Barrett to approve payment to Stantec in the amount of \$8,540. Will Traxson seconded and motion carried 7-0.

2. Clearing, grubbing and demo proposals for 53 acre site on FM 1616.

Ms. Denton provided the board with 4 estimates for land clearing and house demo.

Motion was made by John Trent to contract with LJB Services for the demo, at a cost of \$7,200 and DC Construction for the clearing, at a cost of \$18,500. Republic Services must be utilized for hauling, per Mayor Montgomery. Randy Jones seconded and motion carried 7-0.

B. 1391 Flat Creek Road

1. Documents related to sale of real property.

Ms. Denton presented documents, as prepared by Counsel.

Motion was made by Cliff Barrett to approve documents, as presented. Will Traxson seconded and motion carried 7-0.

Consider discussion and possible action on the following AEDC Grant Programs:

A. Business Assistance Grant Program

1. Recommended amendments to BAG Guidelines & Criteria

The BAG committee made a recommendation to amend the guidelines and criteria to expand the qualified area on Hwy. 31 W to Anglin St., and to change the definition of primary façade.

Motion was made by Will Traxson and seconded by Carmen Hunt. Motion carried 7-0.

2. Application presentations and committee recommendations

Curtis & Kathy Means, Kathy's Boutique, 122 N. Palestine proposes façade and signage improvements, in an amount of \$13,757.82. Project qualifies for BAG of \$10,381.11.

Motion was made by John Trent to approve BAG, in an amount up to \$10,381.11. Cliff Barrett seconded and motion carried 7-0.

Cameron Cravey & David Seeberger, Reliable One, 707 W. Corsicana St., proposes façade and parking lot improvements, in an amount of \$34,075. BAG maximum funding is \$12,500.

Motion was made by Will Traxson to approve BAG, in an amount up to \$12,500. John Trent seconded and motion carried 7-0.

Mark McCain, McCain's Motor Company, 911 W. Corsicana proposes to replace fencing, repair parking lot and signage, in an amount of \$18,804.04. Project qualifies for BAG of \$9,402.02.

Motion was made by Cliff Barrett to approve BAG, in an amount up to \$9,402.02. Cliff Bomer seconded and motion carried 7-0.

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

A. Notes Receivable status

An update was given regarding current notes receivable status. Cliff Bomer and Lisa Denton will visit with Purselley Cabinets to discuss status of loan.

B. Compliance review of EDPA with HVAC Manufacturing, Inc.

Staff presented summary review of year 2 EDPA with HVAC Manufacturing, Inc.

Motion was made by Will Traxson to rule Company in compliance for year 2. Carmen Hunt seconded and motion carried 7-0.

5-Year Strategic Plan Final Review, as presented by Lisa Denton

5-Year Strategic Plan Final Review was presented by Executive Director Lisa Denton.

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

At 10:21 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 551.072 – Deliberation Regarding Real Property
Possible purchase of real property located at 1000 W. Corsicana
- B. Section 551.087 - Deliberation regarding Economic Development Negotiations with the following prospects:
 - Prospect #1593 Prospect #1687
 - Prospect #1641 Prospect #1705

The board reconvened into Open Session at 11:13 A.M.

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

Will Traxson made a motion to approve Assignment of Contract for Purchase of Real Property, as prepared by AEDC Counsel, for property located at 1000 W. Corsicana, and the assignment of same to HVAC Manufacturing, Inc. Cliff Bomer seconded and motion carried 7-0.

With no further business remaining, a motion to adjourn at 11:14 A.M. was made by Carmen Hunt and seconded by John Trent. Motion carried 7-0.

Carmen Hunt, Secretary

Jeaneane Lilly, President