

**LORENA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING OF THE BOARD OF DIRECTORS
TUESDAY, JANUARY 14, 2020
LORENA CITY HALL
107-A S. Frontage Rd.
Lorena, Texas 76655**

MINUTES

1. Call to Order and Verification of Agenda Posting

The meeting was called to order at 6:08 pm and Chairman Anderton noted that the meeting was posted in accordance with the requirements of the Texas Open Meetings Act and a quorum was present. Members Present: David Anderton, Kelly Yarbrough, Mark McLean, Kyle Miller, Chad Hanson, and Steve Meadows. Members Absent: William Taverner. Also, Present: Consultant – Jason Mundo of Mundo and Associates; Lorena City Manager Joseph Pace, and Chris McGowan (RKS);

2. Visitors Comments/Open Forum

No visitor comments.

3. Chairman's Report, EDC Mail and Communications

No report was given. No action was taken.

4. Discussion and possible action to approve the following:

EDC Meeting Minutes – November 12, 2019

The Board reviewed the November 12 meeting minutes. Mark McLean moved to approve the November 12, 2019 meeting minutes. Kyle Miller seconded the motion. The motion was unanimously approved.

5. Discussion and possible action to approve the following:

EDC Financial Reports and bill payments – September 2019, October 2019, November 2019, December 2019,

Treasurer Mark McLean presented the financial reports and bill payments. Chad Hanson moved to approve the financial reports and bill payments for September 2019, October 2019,

November 2019, and December 2019. Kyle Miller seconded the motion. The motion was unanimously approved.

6. Discussion and possible action on Lorena EDC Officers, FY2019-2020.

The Board discussed the officer positions. Mark McLean moved to nominate that the current Lorena EDC officers remain in their current positions for FY2019-2020: Chairman David Anderton, Vice Chairman – Kelly Yarbrough, Secretary Kyle Miller, and Treasurer Mark McLean. Kyle Miller seconded the motion. The motion was unanimously approved.

7. Discussion and possible action on closeout and payment of Lorena Business Improvement Grant for exterior improvements to former Cheese House building.

Mark McLean recused himself from this agenda item discussion and recused himself from the vote since he is the owner of the former Cheese House building. The Board discussed the completion of the exterior improvements and completion of the grant requirements. Chad Hanson moved to approve the completion of the Business Improvement Grant and approve the expenditure of \$900 to be awarded to the grant applicant/building owner. Steve Meadows seconded the motion. The motion was approved 5 – 0 with Mark McLean not voting.

8. Discussion and possible action on closeout and payment of Lorena Business Improvement Grant for exterior improvements to 108 E. Center St. (Greenup Building).

The Board discussed the completion of the exterior improvements and completion of the grant requirements. Mark McLean moved to approve the completion of the Business Improvement Grant and approve the expenditure of \$3870 to be awarded to the grant applicant/building owner. Chad Hanson seconded the motion. The motion was approved unanimously.

9. Discussion and possible action on proposed Gateway Monument design engineering services and project coordination services.

The Board discussed the proposed contract with engineering consultant Mundo and Associates, Inc. for Gateway Monument design engineering services and project coordination services. It was noted that after design and all TxDOT approvals that the gateway monument anticipated construction date would be in the 4th quarter of 2020. Chad Hanson moved to approve the proposed contract for Gateway Monument design services and project

coordination services with Mundo and Associates, Inc. in the amount of \$25,000. Kelly Yarbrough seconded the motion. The motion was unanimously approved.

10. Discussion and possible action on approval to make application for Texas Parks and Wildlife Trails Grant for proposed Lorena Historic Trail.

Consultant Jason Mundo discussed with the Board the grant application and noted that the historic trail is a project described within and included on the Implementation Plan of the 2019-2028 Lorena Parks, Recreation, and Open Space Masterplan that was adopted last year by the Lorena EDC and Lorena City Council. Mr. Mundo added that the project would be the fulfillment of the Lorena Historic Trail proposed by Lorena's 6th grade class to Lorena City Council circa 2015. The project would consist of historic wayfinding signage to the sites and section of trail as funding allows with the remaining trail being completed at later dates. Mr. Mundo noted that the grant application deadline is February 1. Kyle Miller moved to direct consultant Mundo and Associates, Inc. to make application for a Texas Parks and Wildlife Trails Grant for the proposed Lorena Historic Trail. Steve Meadows seconded the motion. The motion was unanimously approved.

11. Executive Session: *The Board entered into closed Executive Session at 6:49 pm.*

The Lorena EDC Board of Directors will now hold a closed Executive Session meeting pursuant to Section 551.072 of the Texas Government Code, discussion and deliberation regarding real property;

(1) To deliberate the purchase or value of real property for parkland.

12. Reconvene to Open Session and take any action necessary as a result of Executive Session.

The Board reconvened into Open Session at 7:18 pm. Kelly Yarbrough moved to direct EDC Board Member Chad Hanson to represent the EDC in negotiation and pursue the purchase of parkland in Lorena. Steve Meadows seconded the motion. The motion was approved unanimously.

13. Discussion and possible action payment to City of Lorena for Lorena EDC email services invoice from Extraco, the email service provider.

The Board discussed the invoice for \$70 for email services in FY2018-2019. Chad Hanson moved to approve the expenditure of \$70 to the City of Lorena for Lorena EDC email services in FY2018-2019. Kyle Miller seconded the motion. The motion was unanimously approved.

14. Discussion and possible action on EDC FY2019-2020 Budget Amendment.

Consultant Jason Mundo presented the proposed amendment to the Board which describes the increase in the line item for the Gateway Monument from \$50,000 to \$95,000 for the resulting larger gateway monument design, solar illumination, landscaping, and contingency. The Board discussed the proposed budget amendment. Mark McLean moved to approve the EDC FY2019-2020 Budget Amendment as presented. Chad Hanson seconded the motion. The motion was unanimously approved.

15. Update on Lorena TIRZ #1 East including update on Lorena/Waco ETJ swap and Mitchell-Tully commercial development.

Consultant Mundo and City Manager Joe Pace updated the Board on the Lorena ETJ swap with the City of Waco. Joseph Pace noted that he anticipated this being completed by the end of January. Consultant Mundo and Joseph Pace added that Mitchell-Tully met with the TIRZ Board in January to discuss their development progress.

16. Update on ICSC Red River States Conference, January 9-10, 2020 at the Ft. Worth Convention Center in which the Lorena EDC exhibited to regional and national retailers as well as brokers and developers.

Consultant Mundo discussed how he and City Manager Joseph Pace successfully marketed Lorena and its developable commercial properties to regional and national retailers, realtors, and developers at the conference just completed at the end of the past week. Mr. Mundo noted that he would be regularly updating the board in the coming months with follow-up correspondence with contacts made at the Conference.

17. Update on completion of annual Heart of Texas Council of Governments Economic Development Inventory report filing with HOTCOG.

Mr. Mundo updated the board that the annual filing had been completed and submitted.

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18. Update on completion of annual eminent domain declaration filing with the State of Texas.

Mr. Mundo updated the Board that the annual filing had been completed and submitted.

19. Adjournment

The meeting was adjourned at 7:35 pm.

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

David Anderton,
Board Chairman

Date

Kyle Miller,
Board Secretary

Date