

**MINUTES OF THE
KEENE BUSINESS DEVELOPMENT BOARD
(TYPE B EDC) REGULAR MEETING
TUESDAY, JULY 18, 2023**

PRESENT: Ricky Stephens, Aaron Moses, Troy Smith, Donnie Beeson, Charles Easley, and Cheryl Schram

ABSENT: Victoriano Parilla

STAFF PRESENT:

- *Brent Batla – City Manager*
- *Don Martin – Assistant City Manager*
- *Tabatha Mansell – City Secretary*
- *Charles Williams – Finance Director*

CALLED TO ORDER: Meeting called to order at 3:30 p.m.

Invocation – None.

Pledge of Allegiance – None.

1. City Administration Remarks – *Assistant City Manager Don Martin introduced the City Manager Brent Batla to the board. Updated the board on the new development behind the school.*

2. Citizen Comments – *None.*

3. Consider approval of the Keene Type B EDC minutes dated May 16, 2023.

Board Member Beeson moved to approve the Keene Type B EDC minutes dated May 16, 2023. Board Member Moses seconded the motion.

Motion passed unanimously 6-0-0.

4. Consider approval of the financial statements ending May 31, 2023, and June 30, 2023.

Finance Director Charles Williams briefed the board on the financial statements.

Board Member Smith moved to approve the financial statements ending May 31, 2023, and June 30, 2023. Board Member Schram seconded the motion.

Motion passed unanimously 6-0-0.

5. Workshop

- *Assistant City Manager Don Martin presented a membership with Johnson County Economic Development Corporation for \$4,000. Board Members approved a line item added to the budget.*
- *Board Members requested a line item for a full-time employee for parking mowing and maintenance.*
- *Budget amendment for a new tree proposal.*

- *The cost of a basketball court to CIP.*
- *Board Members requested to have the expense for a grant writer added under Other Professional Services.*

6. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (prospective gifts), 551.074 (personnel matters), 551.076 (security matters), 551.087 (economic development). Executive Session may be held, under these exceptions, at the end of the regular session, workshop and/or special session, or at any time during the meeting that a need arises for the board to seek advice from the City Attorney as to the posted subject matter of this meeting.

No Executive Session was held.

7. Reconvene into Open Session for possible action resulting from any item posted discussed in Executive Session.

No Executive Session was held.

8. Request for future agenda items.

- Diane Miller with JCEDC presentation.
- A \$4,000 membership fee for Johnson County Economic Development Corporation.
- RFP for park maintenance, basketball, and pickle ball courts.
- Action plan for Pocket Park.
- Real estate agent to sell Wallen Ridge.
- New tree plan to include 30 more trees, 20 waterings, and systemic pellets from Don's Lawn Service.
- Present to City Council for a budget amendment of \$20,000.
- Adjust Baseball field fees.
- Cost of approving the baseball fields.

9. Adjourned at 4:22pm.

By: 
 Ricky Stephens, Board President

Attest: 
 Tabatha Mansell, City Secretary