



**Notice of Regular Meeting of
The Keene Economic Development Board (Type A EDC)
Wednesday, February 15, 2023**

**Don Beeson Sr.
President**

Carl Wright

Wes Schram

Samantha Gillin

Cody Thornton

Notice is hereby given that a Regular Meeting of the Type A Keene Economic Development Corporation will be held at 9:00 a.m. on Wednesday, February 15, 2023, in the Keene City Hall at 1000 N. Old Betsy Rd., Cleburne, Texas, in the City Council Chambers.

Call to order and certification of quorum

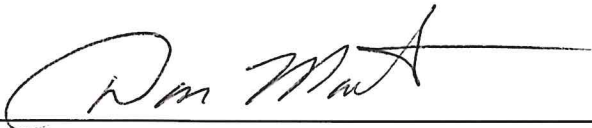
Invocation and Pledge of Allegiance

1. President's Remarks
2. City Administration Remarks – Industrial Park activity
3. Citizen Comments
(Citizens allotted 3 minutes for comments)
4. Consider approval of the minutes for the January 18, 2023, Regular Type A EDC meeting.
5. Consider approval of financial statement ending January 31, 2023.
6. Discuss and take possible action on paying off the Type A EDC loan at Pinnacle Bank, using funds from the Keene Economic Development Money Market Account.
7. 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.

8. Reconvene into open session for possible action resulting from any posted item discussed in executive session.
9. Request for future agenda items.
10. Adjourn

City Hall is wheelchair accessible. The entry ramp is at the front with entry at the front entrance to City Hall. Reasonable accommodations to furnish auxiliary aids or assistance to assist persons with special needs will be provided when forty-eight (48) hours advanced notice is given. Please contact the City Secretary at (817) 641-3336.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of Keene, Texas is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the official bulletin board of City Hall, a place convenient and readily accessible to the general public at all times, and that said notice was posted on or before 5:00 p.m., Friday, February 10th, 2023.

A handwritten signature in black ink, appearing to read "Don Martin", with a long horizontal line extending to the right from the end of the signature.

Don Martin Interim Assistant City Manager

**MINUTES OF THE
KEENE ECONOMIC DEVELOPMENT CORPORATION (TYPE A EDC)
REGULAR MEETING
WEDNESDAY, JANUARY 18, 2023**

PRESENT: *Don Beeson Sr., Carl Wright, Wes Schram, Samantha Gillin, and Cody Thornton*

ABSENT:

STAFF PRESENT:

- *Bernie Parker – City Manager*
- *Don Martin – Interim Assistant City Manager*
- *Natanael Drambareanu – Interim City Secretary*
- *Betty Freeman – Finance Manager*

CALLED TO ORDER: *Meeting called to order at 9:00 a.m.*

Invocation – Board Member Schram gave the invocation.

Pledge of Allegiance – All board members and the public.

1. *President's Remarks – President Beeson Sr. wanted the rest of the board to think about the house located on Type A property and what action the board wanted to take.*
2. *City's Administration Remarks – Industrial Park activity.*

City Manager Bernie Parker provided the board with an update.

3. *Citizens Comments – None.*
4. *Consider approval of the minutes for the December 21, 2022, Regular Type A EDC meeting.*

Board Member Thornton moved to approve the minutes for the December 21, 2022, Regular Type A EDC meeting, seconded by Board Member Gillin.

Motion passed 5-0-0

5. *Consider approval of financial statement ending December 2022.*

Finance Manager Betty Freeman briefed the board on the financial statement ending December 2022.

Board Member Gillin moved to approve the financial statement ending December 2022, seconded by Board Member Wright.

Motion passed unanimously 5-0-0

6. *Discuss and take possible action on releasing the funds for the approved budget allocation of \$2,500.00 to the Chamber of Commerce for the 2023 Business Expo.*

This item was discussed at the beginning of the meeting, and the information was presented by Paul Gnadt with the Keene Chamber of Commerce.

7. *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.*

Board convened into an executive session at 9:11 a.m.

Chapter 551.072 Discuss the potential sale of real property at the industrial park.

8. *Reconvene into open session for possible action resulting from any item posted discussed in executive session.*

Board reconvened into open session at 9:32 a.m.

No action taken.

9. *Request for future agenda items.*

President Beeson Sr. requested an item for the board to be able to discuss the house on the Type A property. It was also requested that information about the payoff of the loan.

10. *Adjourned at 9:34 a.m.*

**By: _____
Don Beeson Sr., Board President**

**Attest: _____
Bernie Parker, City Manager**

FY 23 /January 31, 2023

		2021-2022 YTD ACTUAL - JANUARY	2022-2023 APPROVED	Y-T-D ACTUAL-JANUARY	CURRENT BALANCE	33.33% Target % OF BUDGET YTD ACTUALS
KEDC REVENUES TYPE A						
	GRAND TOTAL REVENUE	\$ 105,793.29	\$ 300,000.00	\$ 116,658.46	\$ 183,341.54	38.9%
KEDC EXPENDITURES						
	ADMINISTRATIVE COSTS	\$ 2,487.48	\$ 13,524.37	\$ 3,872.03	\$ 9,652.34	28.6%
	CONTRACTUAL SVC COSTS	\$ 10,236.30	\$ 51,656.00	\$ 10,512.04	\$ 41,143.96	20.4%
	DEPARTMENTAL SVC COSTS	\$ 1,550.00	\$ 38,229.00	\$ 2,000.00	\$ 36,229.00	5.2%
	FINANCIAL SVC COSTS	\$ 30,308.20	\$ 78,976.00	\$ 190,349.57	\$ (111,373.57)	241.0%
	GRAND TOTAL EXPENDITURES	\$ 44,581.98	\$ 182,385.37	\$ 206,733.64	\$ (24,348.27)	113.3%
ECONOMIC DEVELOPMENT CORPORTATION						
OPERATING REVENUES						
300-000-4005	SALES TAX REVENUE	\$ 105,577.54	\$ 300,000.00	\$ 109,197.74	\$ 190,802.26	36.4%
300-000-4007	INTEREST INCOME	\$ 215.75	\$ -	\$ 435.04	\$ (435.04)	0.0%
300-000-4008	MISCELLANEOUS INCOME	\$ -	\$ -	\$ 7,025.68	\$ (7,025.68)	0.0%
	TOTAL OPERATING REVENUE	\$ 105,793.29	\$ 300,000.00	\$ 116,658.46	\$ 183,341.54	38.9%
OTHER REVENUES						
300-000-4602	RESERVE ALLOCATIONS	\$ -	\$ -	\$ -	\$ -	0.0%
300-110-4746	INSURANCE PROCEEDS	\$ -	\$ -	\$ -	\$ -	0.0%
	TOTAL OTHER REVENUES	\$ -	\$ -	\$ -	\$ -	0.0%
KEDC EXPENDITURES						
ADMINISTRATIVE COSTS						
FACILITIES						
300-110-6125	OFFICE RENTAL	\$ 2,000.00	\$ 6,000.00	\$ 2,000.00	\$ 4,000.00	33.3%
TRAVEL & TRAINING / DUES						
300-110-6201	TRAINING & TRAVEL	\$ -	\$ 2,775.40	\$ -	\$ 2,775.40	0.0%
300-110-6205	DUES & SUBSCRIPTIONS	\$ 412.30	\$ 3,166.22	\$ 1,800.00	\$ 1,366.22	56.9%
MAINTENANCE & REPAIRS						
300-110-6320	VEHICLE MAINTENANCE	\$ 75.18	\$ 1,082.75	\$ 72.03	\$ 1,010.72	6.7%
300-110-6405	OFFICE EQUIPMENT	\$ -	\$ 500.00	\$ -	\$ 500.00	0.0%
	TOTAL ADMINISTRATIVE COSTS	\$ 2,487.48	\$ 13,524.37	\$ 3,872.03	\$ 9,652.34	28.6%
CONTRACTUAL SERVICE COSTS						
CONTRACTED SERVICES						

300-110-6820	LEGAL SERVICES	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	0.0%
300-110-6853	EDC DIRECTOR-SUPPORT COSTS	\$ 7,684.30	\$ 41,500.00	\$ 8,264.00	\$ 33,236.00	19.9%
300-110-6883	CITY OF KEENE SERVICES	\$ 2,552.00	\$ 7,656.00	\$ 2,248.04	\$ 5,407.96	29.4%
TOTAL CONTRACTUAL SERVICES COSTS		\$ 10,236.30	\$ 51,656.00	\$ 10,512.04	\$ 41,143.96	20.4%
DEPARTMENTAL SERVICE COSTS						
DEPARTMENTAL SERVICES						
300-110-6905	INFRASTRUCTURE & DVLPMNT	\$ -	\$ -	\$ -	\$ -	
300-110-6915	ADVERTISING & PROMOTIONS	\$ 1,550.00	\$ 9,300.00	\$ 1,050.00	\$ 8,250.00	11.3%
300-110-6916	BUS DVLPMNT & INCENTIVES	\$ -	\$ 17,000.00	\$ -	\$ 17,000.00	0.0%
300-110-6923	LAND & TAX ASSESSMENTS	\$ -	\$ 1,829.00	\$ -	\$ 1,829.00	0.0%
300-110-6963	INDUSTRIAL PARK MAINT	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	0.0%
300-110-6964	IND PARK IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	
300-110-6980	ADMINISTRATIVE SERVICES	\$ -	\$ 5,100.00	\$ 950.00	\$ 4,150.00	18.6%
TOTAL DEPARTMENTAL SERVICES COSTS		\$ 1,550.00	\$ 38,229.00	\$ 2,000.00	\$ 36,229.00	5.2%
FINANCIAL SERVICE COSTS						
FINANCIAL OBLIGATIONS						
300-110-7591	FINANCIAL-LOAN SVCS	\$ 19,550.43	\$ 53,677.00	\$ 183,822.68	\$ (130,145.68)	342.5%
300-110-7592	FINANCIAL-LOAN SVCS (INT)	\$ 5,852.77	\$ 25,299.00	\$ 6,526.89	\$ 18,772.11	25.8%
300-110-8300	CAPITAL EXPENDITURES - EDC	\$ 4,905.00	\$ -	\$ -	\$ -	
TOTAL FINANCIAL SERVICE COSTS		\$ 30,308.20	\$ 78,976.00	\$ 190,349.57	(111,373.57)	241.0%
TOTAL KEDC - A - EXPENDITURES		\$ 44,581.98	\$ 182,385.37	206,733.64	\$ (24,348.27)	113.3%
KED CHECKING						
	BALANCE	\$ 373.62			\$ 373.62	
KED MONEY MARKET						
	BALANCE	\$ 284,571.96			\$ 221,801.89	
CR 317 LOAN						
	BALANCE	\$ 232,477.60			\$ 120,626.01	
8 TRACTS LOAN						
	BALANCE	\$ 174,827.31			\$ -	
	Qtrly Loan Pmts - CR 317 Loan	14,085.00				