Keene Economic Development Corporation Board Meeting Agenda

November 18, 2026 at 9:00 AM

Keene City Hall - Robert G. Cooper Council Chamber
1000 N. Old Betsy Rd., Cleburne, Texas 76031

Live Stream at https://www.youtube.com/@cityofkeenetexas

Rolando Colindres-Bran - President | Cody Thornton - Vice President
Gwen Beeson | Efrain Castellanos | Samantha Gillin

1. **Call to Order, Invocation, Pledge of Allegiance**
2. **President's Remarks**
3. **City Administration Remarks**
4. **Public Comments**

   Each person in attendance who wishes to speak on an item NOT posted on the agenda shall speak during this section. Each speaker will be allotted three (3) minutes.

5. **Public Hearing**

   Public hearing and take possible action regarding the following items.

6. **General**

   A. Review, discuss, and consider the minutes of the regular Keene EDC (Type A) Board meeting held on September 16, 2026.

   B. Receive an update from Don Martin, Director of Neighborhood and Development Services, on the County Road 317 improvements funded by the Board.

   C. Review, discuss the various options, and give direction to staff concerning a waterline belonging to Bethany Special Utility District (BSUD) that runs under County Road 317.

   D. Review and discuss the five priorities that were determined from the previous meetings' SWOT discussions: (i) industrial growth, (ii) business attraction, (iii) existent business retention and growth, (iv) commercial retail development, and (v) economic development readiness.

7. **Executive Session**

   If, during the course of the meeting and discussion of any items covered by this notice, the EDC-A Board determines that a Closed or Executive Session of the Board is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with attorney; Section 551.072 - deliberation regarding real property; Section 551.073 - deliberation regarding prospective gift; Section 551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Section 551.076 - deliberation regarding security devices or security audit; Section 551.087 - deliberation regarding economic development negotiations; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the EDC-A Board will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

8. **Reconvene into Open Session**

   To take action on the above-listed Executive Session item(s).

9. **Requests for Future Agenda Items**

10. **Adjourn**

This is to certify that a true and correct copy of this Notice of Meeting was posted on the bulletin board at the Keene City Hall, 1000 N. Old Betsy Road, Cleburne, Texas a place readily accessible to the general public at all times and to the City's website www.keenetx.com, in compliance with Chapter 551, Texas Government Code, three business days prior to the start of this meeting.

Date: 11/10/2026 Time: 1:30 PM By: Holly B. Russell

Holly Russell, City Secretary

Accessibility Statement

The Keene City Hall is wheelchair accessible. The entry ramp is at the front, with entry at the front entrance to City Hall. Reasonable accommodation to furnish auxiliary aids or assistance to assist persons with special needs will be provided when seventy-two (72) hours advance notice is given. Please contact the City Secretary's Office at 817-641-3336 ext. 105.

Keene Economic Development Corporation (Type A) Board Meeting Minutes

September 16, 2026 at 9:00 AM

Keene City Hall - Robert G. Cooper Council Chamber 1000 N. Old Betsy Rd., Cleburne, Texas 76031

Recorded Live Stream at https://www.youtube.com/@cityofkeenetexas

Members Present: Cody Thornton, Vice President; and Board Members Efrain Castellanos and Samantha Gillin

Members Absent: Rolando Colindres-Bran, President, and Board Member Gwen Beeson

Staff Present: Jonathan Seitz, Don Martin, Holly Russell, and Cari Warwick

1. **Call to Order, Invocation, Pledge of Allegiance**

   Vice President Thornton called the meeting to order at 9:00 a.m.

2. **President's Remarks**

   Vice President Thornton thanked everyone for attending or watching, and noted that work has begun at the Industrial Park and on the CR 317.

3. **City Administration Remarks**

   Don Martin, Director of Neighborhood and Development Services, gave updates on Metalplate progress at the Industrial Park, and that the contractor is starting to set up for work on CR 317.

4. **Public Comments**

   Paul Gnadt, Director of the Keene Chamber of Commerce, shared that the Business Expo and Career Fair will be October 21 in the SWAU gym. Mr. Seitz commented that Metalplate will be in attendance and actively hiring. He also presented information on the video project of long-time Keene residents. Ten residents have been recorded so far, and about fourteen more are already confirmed for future filming. He is open to more suggested residents, and is also asking for information on possible donations or funding sources. He noted that this is not a Chamber project, and he is heading this personally.

5. **Public Hearing**

   There was no Public Hearing scheduled for this meeting.

6. **General**

   A. **Review, discuss, and consider the minutes of the regular Keene EDC (Type A) Board meeting held on August 19, 2026.**

      A motion was made to approve the minutes as presented, and seconded. The motion carried.

      Motion made by Gillin, Seconded by Castellanos.
      Voting Yea: Gillin, Vice President Thornton, Castellanos

   B. **Review the suggested changes to the EDC (Type A) Business Improvement Grant application and guidelines, based on discussions from the previous meeting. Suggested edits include removing the requirement to present before the Board, and requiring three bids for the proposed work to the business.**

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Jonathan Seitz, City Manager, presented a revised grant application and guidelines draft to the Board based on their recommendations from the last meeting. Ms. Gillin asked about who all can apply, and it was clarified that new businesses as well as existing businesses are eligible to apply for the grant. There was a question about marketing the grant, and Mr. Seitz mentioned that he and Mr. Martin are going personally to local businesses that may have an issue that needs attention. A motion was made to approve the updated drafts as presented, and seconded. The motion carried.

Motion made by Gillin, Seconded by Castellanos.
Voting Yea: Gillin, Vice President Thornton, Castellanos

C. Review and discuss the five priorities that were determined from the previous meetings' SWOT discussions: (i) industrial growth, (ii) business attraction, (iii) existent business retention and growth, (iv) commercial retail development, and (v) economic development readiness.

A motion was made to table this discussion to next month, and seconded. The motion carried.

Motion made by Gillin, Seconded by Castellanos.
Voting Yea: Gillin, Vice President Thornton, Castellanos

7. Executive Session

If, during the course of the meeting and discussion of any items covered by this notice, the EDC-A Board determines that a Closed or Executive Session of the Board is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 - consultation with attorney; Section 551.072 - deliberation regarding real property; Section 551.073 - deliberation regarding prospective gift; Section 551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; Section 551.076 - deliberation regarding security devices or security audit; Section 551.087 - deliberation regarding economic development negotiations; Section 551.089 - deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code. If a Closed or Executive Session is held in accordance with the Texas Government Code as set out above, the EDC-A Board will reconvene in Open Session in order to take action, if necessary, on the items addressed during Executive Session.

There was no recess for an Executive Session at this meeting.

8. Reconvene into Open Session

There were no items requiring action.

9. Requests for Future Agenda Items

No requests were made.

10. Adjourn

There being no further business to discuss, Vice President Thornton adjourned the meeting at 9:16 a.m.

Approved this the _____ day of _____ 2026.

_____
Presiding Member

_____
Holly Russell, City Secretary

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