



Keene Economic Development Corporation (Type A) Board Meeting Minutes

March 18, 2026 at 9:00 AM

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

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

Members Present: Samantha Gillin, President; and Board Members Gwen Beeson, Rolando Colindres-Bran, and Efrain Castellanos (non-voting)

Members Absent: Cody Thornton, Vice President

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

1. Call to Order, Invocation, Pledge of Allegiance

President Gillin called the meeting to order at 9:02 a.m.

2. President's Remarks

President Gillin asked the public to please consider serving on a board or commission. Holly Russell, City Secretary, shared that Ms. Gillin will be honored on March 27 by Zonta women's organization for her influence on young women as a Woman Business-owner.

3. City Administration Remarks

Don Martin, Director of Neighborhood and Development Services, reported Covington Acres is beginning construction of buildings, and there will be road closures on CR 317 in relation to this development coming up.

4. Public Comments

No comments were made.

5. Public Hearing

There was no public hearing scheduled for this date.

6. General

A. *Nominate and select the Board President and Vice President for 2026.*

President Gillin called for nominations for Board President. A nomination was made for Rolando Colindres-Bran by President Gillin and seconded by Mrs. Beeson, and the vote was approved unanimously by voting members.

President Gillin called for nominations for Board Vice President. A nomination was made for Cody Thorton to continue serving as Vice President by Mrs. Beeson and seconded by Mr. Colindres-Bran, and the vote was approved unanimously by voting members.

B. *Review, discuss, and consider the minutes of the regular Keene EDC (Type A) Board meeting held on December 17, 2025.*

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

- C. *Review, discuss, and give direction on the drafts of an economic development grant program ordinance, grant application, and grant eligibility requirements for local businesses.*

Mr. Seitz presented a rough draft of the application and grant information that the EDC-A Board wishes to offer to local businesses. He asked for direction on the program from the Board. The grant presented is a 50/50 match, but the Board can decide to change the percentages if they wish. The amount earmarked in the annual budget for the grant is \$50,000 for the Board to decide how many applicants to allot the funds toward. Mr. Seitz asked that the Board consider a cap on what an applicant can request. Paul Gnad, Keene resident and Chamber of Commerce Director, participated in the discussion on business needs and thoughts on the grant requirements. Mr. Colindres advocated for capturing data or metrics to help assess ROI for awarded grants.

Direction to staff includes adding that equipment funded by the grant needs to stay in the business location or be paid back.

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.

President Gillin called for a recess at 9:33 a.m., to Executive Session to receive an update from the City attorney and City Manager regarding the sale of Industrial Park property, pursuant to 551.071 - consultation with attorney, Section 551.072 - deliberation regarding real property, and 551.087 - deliberation regarding economic development negotiations.

8. Reconvene into Open Session

To take action on Executive Session item(s), if any.

President Gillin called the meeting back to order at 10:14 a.m., and a motion was made that the proceeds of the sale of the Industrial Park property be used for improvements to the road to the Industrial Park.

Motion was made by Mrs. Beeson, seconded by Mr. Colindres-Bran. The motion carried unanimously by voting members.

9. Requests for Future Agenda Items

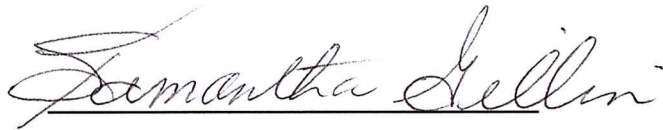
EDC newsletter

EDC grant program follow up

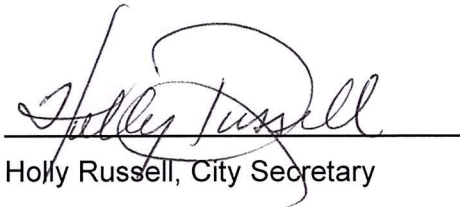
10. Adjourn

There being no further business, President Gillin adjourned the meeting at 10:16 a.m.

Approved this the 26th day of March 2026.

A handwritten signature in cursive script, reading "Samantha Gillin", written over a horizontal line.

Presiding Member

A handwritten signature in cursive script, reading "Holly Russell", written over a horizontal line.

Holly Russell, City Secretary