



Minutes from June 16, 2016 Regular Board Meeting
Palestine Economic Development Corporation
Board of Directors

The Board of Directors of the Palestine Economic Development Corporation met on Thursday, June 16, 2016 at 11:30 am at the PEDC conference room at 100 Willow Creek Parkway, Suite A.

MEETING – 11:30 A.M & call to order at 11:31 AM

A. Call to Order

The Palestine Economic Development Corporation reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed on this agenda as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development) to wit:

B. Citizen Input - None

C. Consent Agenda

1. Approval of minutes from PEDC Board Meeting conducted on May 19, 2016. Motion to approve minutes by Linda Dickens and seconded by John McDonald. Review and approve financial information from May 2016. Motion to approve financials by Alan Herrington and seconded by Paul Morris.

D. President's Comments

E. Staff Reports

1. EDC

- a. Determine date for Economic Development Incentives Meeting – Within the next four weeks, a date will be chosen, on a Thursday between 5 to 7pm, for Notice of Possible Quorum. The primary purpose of meeting is to consider the ways we prepare City of Palestine information to prospective businesses, developers, site selectors, etc.
- b. Current ED Pipeline – Three prospect businesses will be discussed in closed session today. One of these prospects may want to build within the Willow Creek Business Park on a 1.2 acre site and has potential of bringing 50 new manufacturing assembly jobs to Palestine. Another prospect business requires an airport hangar build and has potential for 27 jobs, and last prospect business has potential to bring 300 jobs to Palestine.
- c. Results Companies Update – As of 6-16-16, 150 new employees hired to begin work 7-11-16. Their primary inbound call center client requires all existing training rooms, so there is a need for portable building to be set in the back of existing building for their second inbound call center client. The Results Company plans to assume all costs and PEDC will require

additional insurance from The Results Companies covering any potential liability to PEDC. PEDC requires a Certificate of Insurance covering this new portion of The Results Companies insurance policy. The PEDC Board members requested zip code information for 150 newly hired employees to learn which where applicants are coming from.

2. Main Street

- a. Quiet Zone Update – PEDC will be a funding partner, along with Union Pacific Railroad, to add a second railroad crossing arm at the Magnolia Street crossing of the Quiet Zone area. Tim Perry, Director of Public Works, will provide a timeframe and process steps for the additional \$50,000 necessary to fund the project at our July PEDC meeting.
 - b. New Grant Update – PEDC is partnering with Jacob Morris, Palestine Historic Preservation Officer and Main Street Board member, to offer grants up to \$25,000, to help move the bats from our downtown office buildings to other areas of the city. One way to help our existing bat population is to build bat houses for a new nesting location. Palestine Main Street Board will set up the first bat house as an example for residents and building owners to emulate. We have received a lot of interest from citizens. Downtown building owners also have an opportunity to use the asbestos abatement program and should contact Greg Laudadio at Palestine Economic Development with questions and interest. 903-729-4100
3. Tourism – The ad campaigns continue with the tag line that will adapt on a seasonally level. Our 2 minute video at www.visitpalestine.com with ending tag line Champagne Served, Boots Welcomed, can be applied to any season or event.

F. Board Discussion and Action Items

- 1. Review and take possible action on responses to Downtown Assessment Plan RFP
On Tuesday, June 14th, three companies presented their proposals for downtown assessment study to Jacob Morris, Will Brule, Jean Mollard, Alan Herrington, Linda Dickens, Tom Manskey, and Greg Laudadio. Recommendation by committee was to choose KSA as our downtown plan consultants. One of the most unique aspects of the KSA plan is to establish a two day design and visioning workshop with all involved shareholders. KSA will provide an assessment report, an implementation plan, and will assist with funding and grant options once the final plan is approved. KSA will redefine the core main street district and be the catalyst to inspire new and existing businesses, along with developers, to maintain and grow the Palestine Main Street district. Approval for initial funding for Phase One, \$12,000, was approved by PEDC Board members. Motion to approve initial costs and seek approval of project from City Council was made by Paul Morris and the seconded motion was made by Linda Dickens. The motion passed unanimously.
- 2. Discussion and possible action regarding Downtown Quiet Zone.
No action taken because PEDC Board requested Tim Perry provide conclusive report concerning process, timing, and cost of a second railroad arm to the Magnolia street quiet zone. The Board would like the information by the July 15th meeting.
- 3. Discussion and possible action regarding Landscape Proposal for Call Center facility at 200 Vista Ridge.
Tom Wright made motion to accept Adam Kent Landscaping for tenant landscaping, for The Results Companies. Alan Herrington seconded motion, and motion carried unanimously.
- 4. Discussion and possible action regarding construction repair and maintenance to be performed at Call Center Facility.

No action taken. PEDC Board made request to find two other bids for project before vendor selection is made. Austin Construction submitted their bid estimate on 6-8-16. The fence around the generator needs to be rebuilt and resealing of all ridge closures on east and west sides must be done.

5. Discussion and possible action regarding Accountable Community Project Proposal.
No action. Tom Manskey will be in charge of finding interested organizations that will make a financial contribution to the program, and bring that information back to the PEDC Board.
6. Discussion and possible action regarding Partnering with TVCC and the SBDC to conduct a Business Opportunities (Franchising) Seminar.
No action taken. Tom Manskey will work with Mike Ellsberry, Small Business Development Director, to find participant interest, date, and venue for seminar. This Trinity Valley Community College and SBDC franchising seminar will be free of charge to the public.

G. Executive Session (Closed Session) – 1 pm CT

The Board will retire into executive session pursuant to the provisions of the Texas Government Code, in accordance with the authority contained in Section 551.072 (Deliberations about Real Property and 551.087 (Deliberations regarding economic development).

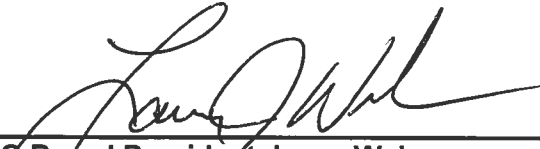
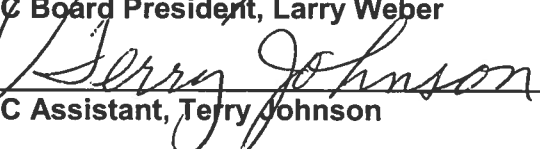
1. Project NationStar
2. Project Oakwood

Reconvene in Open Session – 1:30 pm CT

H. Take Action From Executive Session

1. Project NationStar - Motion to approve up to \$5,000 for storage of materials inside Palestine Mall made by Tom Wright and seconded by Linda Dickens. The motion passed unanimously.
2. Project Oakwood – No action taken.

I. Adjourn – 1:32pm CT

	7-21-16	12:33pm
PEDC Board President, Larry Weber	Date	Time
	7-21-16	12:33pm
PEDC Assistant, Terry Johnson	Date	Time