

**DALHART ECONOMIC DEVELOPMENT CORPORATION 4-B
REGULAR MEETING**

Minutes

RE: MEETING ON TUESDAY, Aug 1, 2023, AT 6:00 P.M.

<u>Members Present:</u>	<u>Members Absent</u>	<u>Also Present</u>
Zane Johnson		TJ Jeffcoat
Ginger Cleavinger		Emilio Chavez
Sherri Haschke		
Justin Moore		
Anne-Claire Gustin		
Franky Scott		
Dwayne Smith		
Camila Green		
Stacey Norris		
Joe Livingston		

Zane called the meeting to order at 6:00

Agenda Item 1: Comments from Public. None

Agenda Item 2: Approval of minutes of the July 11, 2023, regular meeting.

Dwayne moved to accept as written.

Sherri Seconded.

Motion passed.

Agenda item 3: Review 2022-23 Budget, Sales Tax and Financials.

Dwayne moved to accept as written.

Ginger Seconded.

Motion passed.

Agenda Item 4 Retail Coach.

Joe gave short report on Retail Coach's update and was ask if they could

Zoom next month.

Agenda Item 5: Report on Paving Streets project.

Joe explained that over the last 2 months that he and the city have worked and been in contact with Sammy and that the project was reviewed, and preliminary engineering was done. This led to their discovering a problem and that a property survey would need to be done. Sammy was given a timetable to have it done and it did not happen. After other conversations and emails Sammy decided not to pursue the project any further and that he was releasing us from any further obligation. As to the email in packet.

Dwayne stated that this item needs to be voted on to close and that it should be placed on next month's agenda as an action item.

Agenda Item 6: Tabled at last meeting EDC incentive Sign Grant applications.

Ginger moved to take from the table the Mixer Center Application.

Sherri Seconded.

Motion Passed.

Joe explained about the mix up in maps and that Mixer Center concluded that they were out of city limits.

Dwyane moved that they are not awarded the grant due to the fact of being out of city limits.

Sherri Seconded.

Motion Passed.

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Sherri moved to take from the table **the A-Z Sign grant**

Ginger Seconded.

Motion Passed.

Joe gave a short report about the process and how the applications were evaluated. Discussion on what the Electronic Billboard sign is not eligible and how this can come into play.

Further review of grant shows they are spending monies on the letters which would qualify.

Dwayne moved to postpone motion until A-Z could be present for their application.

Sherri Seconded.

Motion to Postpone passed.

EDC Board directed staff to explain process and applications thoroughly with applicants and vet the applications to make sure they are correct.

Agenda Item 6: Discuss and/or take action on EDC incentive Sign Grant application process. Joe outlined the process and gave reasoning behind each step of the process. Discussion about the grants are for all of town not just limited to downtown and that the Design Committee is for all of town and not limited to downtown.

Dwayne moved to take no action.

Camilla seconded.

Dwayne moved to rescind his motion.

Ginger seconded.

Motion passed

The grant process will be for the applicant to use the online application and follow the grant guidelines and qualifications. Once turned back into the EDC staff will evaluate it for completeness and issues, working with the applicant to make sure it is complete and viable. The application will then go to the Design Committee for a review of guidelines. The design committee will then recommend action to the EDC board.

Dwayne moved to accept the application process.

Ginger seconded.

Motion passed.

Agenda Item 8: Executive Session: Under Texas Local Government Code 551.072: For deliberation of real property, the Industrial Park owned by the Dalhart EDC.

Zane called for the executive session at 6:42.

Zane Called an end to executive session at 6:59 with no action taken.

Agenda item 9: Discussion and/or take action on Industrial Park Property.

Ginger moved to Accept the Bid of \$95000 for the Block 1 Lots 1 &2 of the industrial park with the contingencies of building an entry way and access road.

Sherri Seconded.

Motion Passed.

Agenda Item 10: Discussion and/or take action on Goals and Plans for the Industrial park.

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Discussion about the entry way bid and its cost and what was to be done. The question of what time line and was curb and gutter as part of the concrete paving bid. Were directed to TJ. Comments from TJ Jeffcoat about what the bid covered and that the concrete bid did include curb and gutters and that he could start within the next month.

Ginger moved to accept the bid of \$157, 035 for the entry way and 120' of concrete street with curb and gutter.

Sherri Seconded.

Motion Passed.

Agenda Item 11: Discuss and/or take action on Budget for FY23-24 Budget.

Budget was presented in packet, Joe explained s few changes from last month's workshop.

Camilla Moved to approve the budget has written.

Dwayne seconded.

Motion Passed.

Agenda Item 12: Items for Future Agenda's.

Street Paving around hotel needs to be brought back and voted on.

Sign Grant a-z application if they can attend

Take action on Planning for Industrial park.

Sherri moved to Adjourn

Ginger seconded.

Motion Passed

Meeting Adjourned.

CERTIFICATION

This is to certify that I, Joe Livingston, posted an Agenda on the front window of City Hall no later than 5:00 p.m. on July 28, 2023.

Joe Livingston EDC Director, City of Dalhart