

**ENNIS ECONOMIC DEVELOPMENT CORPORATION MINUTES  
REGULAR MEETING  
TUESDAY, JULY 10, 2018  
4:00 P.M.**

**CALL TO ORDER**

President Montgomery called a regular meeting of the Ennis Economic Development Corporation to order on Tuesday, July 10, 2018 at 3:55 P.M. in the City Commission Chambers of Ennis City Hall, 115 W. Brown Street, Ennis Texas 75119.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

President Montgomery led the Pledge of Allegiance.

Mr. Nelson offered the Invocation.

**ROLL CALL**

Economic Development Administrative Assistant Rhonda Winters called roll; a quorum was present to wit:

Directors Present: Mike Montgomery, Tom Abram, Betty Glaspy, Jess Haupt, Phil Newsom, Angie Juenemann, Russell Thomas

Staff Present: Marty Nelson, Rhonda Winters, Ashley Colunga, Gina Rokas, Scott Dixon, Angie Wade

**ITEMS FOR DISCUSSION & CONSIDERATION**

1. Discuss and consider the minutes of the May 8, 2018 meeting.
  - a. Motion by Newsom, 2<sup>nd</sup> by Haupt approving the minutes of the May 8, 2018 meeting.
    - i. 7 Ayes
2. Citizens request to address the Board
  - a. No one spoke.
3. Registered Agent
  - a. Obtain Nichols, Jackson, Dillard, Hager & Smith, LLP as the EDC's registered agent in place of Richard Wilson.
4. Finance Review
  - a. Current finance update
    - i. The current budget and finances were presented by Mr. Nelson.
  - b. Annual Audit Results (FY 16-17)
    - i. Presented by Danny Strunc with CPA firm Yeldell, Wilson, Wood & Reeve.
  - c. Annual Audit Engagement (FY 17-18)
    - i. Staff recommends CPA firm Yeldell, Wilson, Wood & Reeve perform the audit for FY 17-18 Budget.
  - d. Annual Budget (FY 18-19)
    - i. A review of the EDC FY 18-19 Budget was presented by Mr. Nelson.

ii. No changes were recommended.

5. Economic Development update

a. Communications and Marketing update

i. Downtown Products

1. Presented flyer for the movie nights to be held at the community center.
2. Presented new graphic for Here We Grow people panels.
3. Presented the rack card to be given to guests at hotels.
4. Presented new billboard going up on July 16<sup>th</sup> at the south bound business exit for Ennis.
5. Direct mailer going out to 9,600 homes displaying Farmers Market and a list of downtown businesses.

ii. EcDev Facebook Page

1. 600 followers within 2 weeks.
2. The purpose of the page is to communicate projects and developments creating growth, prosperity, and a better quality of life in the City.

b. Kaufman Development District

i. Façade Grants

1. 308 N Kaufman
  - a. \$22,450.00 project qualifying for a \$7,500 grant.
2. 105 S Kaufman
  - a. \$36,000 project qualifying for a \$7,500 grant.

c. Downtown Development update

i. Welcome Center update

1. Finishing contract with DRD Construction to be the General Contractor.
2. Design development drawings complete.
3. Starting bid process for sub-contractors.

ii. Project Downtown Infrastructure update

1. Construction progress meeting held weekly.
2. Project is on schedule.

iii. Project Serenity V

1. Property at 305 N Sherman being purchased for \$150,000.

iv. Project Demolition III

1. To demolish building at 305 N Sherman at a cost of \$25,000.

v. 112 W Knox (New Façade Grant)

1. \$29,190 project qualifying for a \$7,500 grant.

vi. 112 N Dallas (HP Grant close out)

1. Original cost estimate \$179,999.50
2. Actual cost \$158,399.98
3. Qualified for \$34,848.00 grant.

vii. 116 N Dallas (HP Grant close out)

1. Original cost estimate \$108,157.50
2. Actual cost \$85,253.22
3. Qualified for \$18,755.51 grant.

viii. 120 N Dallas (HP Grant close out)

1. Original cost estimate \$77,462.50
2. Actual cost \$75,362.51
3. Qualified for \$16,579.75 grant.

ix. 112 N Dallas (Façade Grant close out)

- 1. \$15,000 project qualifying for a \$7,500 grant.
- x. 116 N Dallas (Façade Grant close out)
  - 1. \$15,000 project qualifying for a \$7,500 grant.
- xi. 120 N Dallas (Façade Grant close out)
  - 1. \$15,000 project qualifying for a \$7,500 grant.
- d. Industrial Development update
  - i. Ennis Steel
    - 1. Performance requirements set forth in the infrastructure grant agreement have been met.
    - 2. Grant is now payable in the amount of \$175,000.

## **ACTIONS**

1. Discuss and consider approving Nichols, Jackson, Dillard, Hager & Smith, LLP (NJDH&S) as the EDC's Registered Agent. Authorize the Director to execute any and all documents required to complete the action.
  - a. Motion by Thomas, 2<sup>nd</sup> by Juenemann approving Nichols, Jackson, Dillard, Hager & Smith, LLP (NJDH&S) as the EDC's Registered Agent, and authorizing the Director to execute any and all documents required to complete the action.
    - i. 7 Ayes
    - ii. Resolution 18-07-10 established to complete this action.
2. Discuss and consider approving the EDC FY 16-17 Annual Audit and Financial Report as prepared and presented by Yeldell, Wilson, Wood & Reeve, P.C.
  - a. Motion by Newsom, 2<sup>nd</sup> by Haupt approving the EDC FY 16-17 Annual Audit and Financial Report as prepared and presented by Yeldell, Wilson, Wood & Reeve, P.C.
    - i. 7 Ayes
3. Discuss and consider retaining Yeldell, Wilson, Wood & Reeve, P.C. to conduct the FY 17-18 Annual Audit and Financial Report.
  - a. Motion by Haupt, 2<sup>nd</sup> by Thomas approving the retainment of Yeldell, Wilson, Wood & Reeve, P.C. to conduct the FY 17-18 Annual Audit and Financial Report.
    - i. 7 Ayes
4. Conduct a public hearing to hear testimony and consider taking action upon the EEDC FY 18-19 Budget.
  - a. Public hearing was opened, no comments, public hearing was closed.
5. Discuss and consider approving the EDC FY 18-19 Budget and appropriate the funds as presented.
  - a. Motion by Glaspy, 2<sup>nd</sup> by Abram approving the EDC FY 18-19 Budget and appropriating the funds as presented.
    - i. 7 Ayes
6. Conduct a public hearing to hear testimony and consider taking action upon Project Serenity V, approving the use of funds appropriated in the FY 17-18 Budget "Property Acquisition" to purchase

305 N Sherman for \$150,000 plus closing costs and authorize the President to execute any and all documents required to complete the action.

a. Public hearing was opened, no comments, public hearing was closed.

7. Discuss and consider approving Project Serenity V and providing \$150,000 plus closing costs to fund the project and authorize the President to execute any and all documents required to complete the action.

a. Motion by Juenemann, 2<sup>nd</sup> by Newsom approving Project Serenity V and providing \$150,000 plus closing costs to fund the project and authorize the President to execute any and all documents required to complete the action.

i. 7 Ayes

8. Conduct a public hearing to hear testimony and consider taking action upon Project Demolition III, whose purpose is to fund the demolition of 305 N Sherman. Amend the FY 17-18 budget to provide \$25,000 to fund the project and authorize the President to execute any and all documents required to complete the action.

a. Public hearing was opened, no comments, public hearing was closed.

9. Discuss and consider approving Project Demolition III, amending the FY 17-18 budget to appropriate \$25,000 to fund the project and authorize the President to execute any and all documents required to complete the action.

a. Motion by Thomas, 2<sup>nd</sup> by Haupt approving Project Demolition III, amending the FY 17-18 budget to appropriate \$25,000 to fund the project and authorize the President to execute any and all documents required to complete the action.

i. 7 Ayes

10. Discuss and consider approving a façade grant for 112 W. Knox in an amount of \$7,500.

a. Thomas abstained from voting due to a potential conflict of interest.

b. Motion by Glaspy, 2<sup>nd</sup> by Haupt approving a façade grant for 112 W. Knox in an amount of \$7,500.

i. 6 Ayes

11. Discuss and consider approving a façade grant for 308 N. Kaufman in an amount of \$7,500.

a. Motion by Juenemann, 2<sup>nd</sup> by Haupt approving a façade grant for 308 N. Kaufman in an amount of \$7,500.

i. 7 Ayes

12. Discuss and consider approving a façade grant for 105 S. Kaufman in an amount of \$7,500.

a. Motion by Abram, 2<sup>nd</sup> by Thomas approving a façade grant for 105 S. Kaufman in an amount of \$7,500.

i. 7 Ayes

13. Discuss and consider approving an historic preservation grant close-out and payment for improvements made to 112 N. Dallas in an amount of \$34,848.00.

- a. Motion by Newsom, 2<sup>nd</sup> by Thomas approving an historic preservation grant close-out and payment for improvements made to 112 N. Dallas in an amount of \$34,848.00.
    - i. 7 Ayes
  
- 14. Discuss and consider approving a façade grant close-out and payment for improvements made to 112 N Dallas in an amount of \$7,500.00.
  - a. Motion by Haupt, 2<sup>nd</sup> by Juenemann approving a façade grant close-out and payment for improvements made to 112 N Dallas in an amount of \$7,500.00.
    - i. 7 Ayes
  
- 15. Discuss and consider approving an historic preservation grant close-out and payment for improvements made to 116 N. Dallas in an amount of \$18,755.71.
  - a. Motion by Newsom, 2<sup>nd</sup> by Abram approving an historic preservation grant close-out and payment for improvements made to 116 N. Dallas in an amount of \$18,755.71.
    - i. 7 Ayes
  
- 16. Discuss and consider approving a façade grant close-out and payment for improvements made to 112 N Dallas in an amount of \$7,500.00.
  - a. Motion by Newsom, 2<sup>nd</sup> by Haupt approving a façade grant close-out and payment for improvements made to 112 N Dallas in an amount of \$7,500.00.
    - i. 7 Ayes
  
- 17. Discuss and consider approving an historic preservation grant close-out and payment for improvements made to 120 N. Dallas in an amount of \$16,579.75.
  - a. Motion by Thomas, 2<sup>nd</sup> by Abram approving an historic preservation grant close-out and payment for improvements made to 120 N. Dallas in an amount of \$16,579.75.
    - i. 7 Ayes
  
- 18. Discuss and consider approving a façade grant close-out and payment for improvements made to 120 N Dallas in an amount of \$7,500.00.
  - a. Motion by Juenemann, 2<sup>nd</sup> by Thomas approving a façade grant close-out and payment for improvements made to 120 N Dallas in an amount of \$7,500.00.
    - i. 7 Ayes
  
- 19. Discuss and consider approving an economic development grant close-out and payment to Ennis Steel in an among of \$175,000.
  - a. Motion by Haupt, 2<sup>nd</sup> by Thomas approving an economic development grant close-out and payment to Ennis Steel in an among of \$175,000.
    - i. 7 Ayes

## **ADJOURNMENT**

With no other business before the Economic Development Corp. Board, President Montgomery declared the meeting adjourned at 5:04 P.M.

A handwritten signature in black ink, appearing to read "Russell R. Thomas", written over a horizontal line.

RUSSELL R. THOMAS  
Secretary