

MINUTES
FRITCH ECONOMIC DEVELOPMENT CORPORATION REGULAR SESSION
MONDAY, FEBRUARY 8, 2021
FRITCH ANNEX BUILDING
12:00 (NOON) P.M.

All agenda items are subject to action. The EDC reserves the right to adjourn into Executive Session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. Call to order / Welcome citizens and visitors

Kim Lindley called the meeting to order at 12:04pm.

2. Pledge of Allegiance and Invocation

➤ Kim Lindley led the Pledge of Allegiance and a moment of silence.

3. Open forum – Comments/Concerns from Citizens

Individual citizen comments are normally limited to five (5) minutes (time limits can be adjusted by the Mayor). The purpose of this item is to allow citizens an opportunity to address the EDC regarding any topic not on the agenda. By State law, the EDC is not allowed to respond to comments and questions asked of them by an open forum speaker. Any response by a member of the EDC must be limited to referring the matter to staff, a statement of specific factual information/recitation of existing policy, or a proposal to place the subject on a future agenda for a future EDC meeting.

➤ No comments or questions presented to the Board.

4. Approval of Prior Meeting(s) Minutes:

○ **Meeting Minutes: 1/4/2021 Regular Meeting**

➤ Motion to approve Meeting Minutes for January 4th made by Ian Larson, second by Jim McClellan, motion carries unanimously. 4/0

5. Financial Report:

➤ **Budget Variance Report - Sales Tax Report - TexPool Report Bank Statement, Amarillo National Bank**

➤ Motion to approve financial reports made by Ian Larson, second by Jim McClellan. Motion carries unanimously. 4/0

6. Old business:

a. Consider and take action on the standing balance of the ANB account and regular transfers to the TexPool Account.

➤ Motion to maintain ANB account balance of \$30,000 by transferring to and from TexPool account as needed made by Ian Larson, second by Jim McClellan. Motion carries unanimously. 4/0

7. Committee Reports

➤ **Consider a Report from the Properties Committee including a list of vacant properties.**

➤ Ian presented on vacant properties. Out of 150 properties only 50 still need to be contacted. Most do not want to sell, 15 are a yes to being willing to sell. Suzanne spoke about using the map Ian created for a developer and that it was very useful. Ian will send the updated link to the Board. They will continue working to reach the last 50.

- **Consider a Report from the Building and Renovation Committee.**
 - Kim presented an update on the Building Renovations. The plumbing is completed, and she has some bids on the flooring. Kim's husband worked on some minor fixes. Kim found some brick to repair brick work. Electrician would not sign-off on electric so it could be turned on. His bid to fix electricity was \$2000-\$2500. City Manager Drew Brassfield is getting another bid from another electrician. May have to add to Building Budget. Due to the cost of the Side A renovations, Side B may have to wait for the next budget year. CM Drew Brassfield told the Board that the City Council has purchased antennas for Wifi transmission, so the City will be covering the cost of replacing the soffit, fascia and siding and painting. Drew is also looking into having the parking lot re-done.
- **Consider a Report from the Survey Committee.**
 - The Survey was tabled last meeting, so there was not a survey committee meeting. Push to a later date after some other projects are completed.
- **Consider a Report from the Data Committee.**
 - Ian and Suzanne have been working on data collection. Ian will compile the data by the end of the month. Suzanne will research hiring a company to do the Retail Gap study.

8. New Business

- **Consider a draft of our business recruitment packet.**
 - Suzanne presented some ideas; she wants more input from the Board. Suzanne will ask for additional information from individual board members that have specific input on each item that will be included in the packet.
- **Consider a budget amendment to our legal expense budget line.**
 - No action taken. Discussion that we will just not go over the bottom line of EDC budget.
- **Consider a policy for handling loan payments from businesses who have received loans.**
 - Suzanne will send out a letter with the contractor holders payment schedule. It will be up to the business to pay on time. Christina will report payments at each meeting.
- **Consider the contract with Suzanne Bellsnyder for Executive Director Consulting Services.**
 - The Board convened into closed session in accordance with Texas Government Code Subchapter D: Section 551.0726 (deliberation regarding contract being negotiated) - to deliberate Consulting Contract with Suzanne Bellsnyder. The Board reconvened into open session at 2:19pm. Tabled until next meeting or special called meeting with full Board present.
- **Consider a policy to address vacant properties.**
 - Discussion on ideas to address vacant properties. Suzanne recommended a few options. No action taken.
- **Consider revisions to the Fritch EDC website.**
 - Tabled at this time.

9. Director's Report

- **Consider an activity report from Suzanne Bellsnyder providing information about EDC work done by the consultant during the month of January.**
 - Suzanne presented her activity for the month. Specifically spoke about meeting with the developer for Dollar Tree.

10. Board Member Announcements

- None at this time.

11. Future Agenda Items

- Consider and take action on the contract with Suzanne Bellsnyder
- Consider a draft of our Business Recruitment Packet
- Consider revisions to the Fritch EDC website
- Committee Reports

12. Adjournment

- Kim Lindley adjourned the meeting at 3:06pm.

Upon adjournment, the EDC Board will reconvene for Board training at the Celebration Church, 811 E. Broadway, E Broadway St, Fritch, TX 79036

- Training was canceled.

READ, PASSED AND APPROVED on this _____ day of _____, 2020.

EDC Board Member

EDC Board Member