

**MINUTES OF REGULAR MEETING**  
**BOARD OF DIRECTORS OF THE CITY OF EMORY DEVELOPMENT CORPORATION**  
**AUGUST 2, 2023**

**Board members present:** Cay House, Ben Wedeking, Don Spencer, Jim Mack Taylor, Karen Young, Jason Rolan

**Board members not in attendance:** Trey Hill

**Staff present:** EDC Executive Director – Leah Drown

**City Staff:** Finance Director – Samantha Gibby, City Secretary – Donna Raper

**Guest:** Ryan Proctor

**Call to Order:**

The Regular Meeting of the City of Emory Development Corporation was called to order by President Cay House at 11:34 AM in the City of Emory/EDC Conference Room located at 329 N. Texas St., Emory, TX 75440 on August 2, 2023.

**Opening Prayer:** Jason Rolan

**Public Hearings:**

Leah Drown updated the board on the new permitting fees and explained how this was going to affect Dream Big Productions INC, DBA Twigs prior project incentives. She briefly described the amended proposed project incentives and the expenditure of funds to increase the reimbursement for permitting. Total of amended project incentives and the expenditure of funds not to exceed \$2,500. No public comments were made.

Leah Drown presented project incentives and the expenditure of funds for Sisk Properties project. The project includes 2 billboards inside the City limits. One located on Hwy 19 and the other on Hwy 69 and will be considered as a signage and facade grant. Total of all project incentives and the expenditure of funds not to exceed \$2,600. No public comments were made.

Public Hearing closed by Cay House at 11:45

Regular Session called by Cay House and began at 11:45

*\*\*\* Jason Rolan had to step out due to emergency and was not present for any of the votes.*

**Consent Agenda:**

- A. The minutes from June 12<sup>th</sup> were unanimously approved, on a motion made by Jim Mack Taylor, seconded by Ben Wedeking.
- B. Samantha Gibby reviewed the monthly financials. Motion made to approve financial report by Jim Mack Taylor and seconded by Ben Wedeking, all were in favor.

**Items for consideration and/or action:**

- A. The board reviewed the budget amendment to increase fund balance and new projects incentives expense by \$50,000 for Peoples Communications project. Samantha explained that on the budget we will show the \$50,000 as prior year fund balance meaning we will be pull it from our TexStar. We have increased the New Projects Incentives for FY 2024 by \$50,000 for payment of the second portion of the incentive. Ben Wedeking made a motion to accept the budget amendment, Karen Young seconded, all were in favor, motion passed.
- B. The EDC board discussed Fiscal Year 2024 Budget. Samantha Gibby gave a detailed description for 2024 FY budget changes. Motion was made by Jim Mack Taylor, seconded by Ben Wedeking to approve the Fiscal Year 2024 Budget. No further discussion was made, motion passed.
- C. The EDC board reviewed the following proposed incentives:
  - a. The EDC board reviewed the proposed amended incentives for Dream Big Productions INC, DBA Twigs, motion was made by Karen Young, seconded by Don Spencer to accept all proposed incentives as written in the packet with the addition of an Economic Incentive Agreement signed by Owners. Cay House will sign all legal documents for EDC. No further discussion was made, motion passed.
  - b. The EDC board reviewed the proposed incentives for Sisk Properties, motion was made by Jim Mack Taylor, seconded by Karen Young to accept all proposed incentives as written in the packet with the addition of an Economic Incentive Agreement signed by Owners. Cay House will sign all legal documents for EDC. No further discussion was made, motion passed.
- D. The EDC board discussed and elected EDC Board officers for Fiscal Year 2022:
  - Chair - Motion made by Don Spencer, seconded by Karen Young to appoint Cay House as President. Vote was unanimous.
  - Vice Chair - Motion made by Karen Young, seconded by Jim Mack Taylor to appoint Trey Hill as Vice President. Vote was unanimous.
  - Treasure - Motion made by Ben Wedeking, seconded by Karen Young to appoint Samantha Gibby as Treasure. Vote was unanimous.
  - Secretary – No motion needed at this time. Leah Drown will remain secretary until new Administrative Assistant is hired.
  - Ex-Officio - Motion made by Jim Mack Taylor, seconded by Don Spencer to appoint Angie Allen as Ex-Officio. Vote was unanimous.

**Executive Session:**

Cay House called to order Executive Session at 12:08 PM.

Board adjourned into executive session under Texas Government Code Section 551.74 Deliberation regarding personnel and 551.72 – Deliberation regarding real property.

Cay House adjourned Executive Session at 12:26 PM. Motion was made by Jim Mack Taylor, seconded by Don Spencer.

Cay House entertained a motion to enter back into regular session. Motion was made by Ben Wedeking, seconded by Jim Mack Taylor, all were in favor.

**Action on Executive Session:**

- A. No Action needed.
- B. The EDC board discussed purchasing approximately 1-acre between EDC property and concrete plant. Motion made by Ben Wedeking, seconded by Karen Young to give Don Spencer Preliminary authority to negotiate with listing agent with an offer of \$15,000. No further discussion was made, Don Spencer abstained, and the vote was unanimous.

**Directors Report:**

Leah Drown gave an update on the One Roack and Hunt Regional Medical Partners Project. Business Park easement projects. Leah Drown reported all easements are completed, TxDot permit has been approved, and One Rock has notified all subs to begin preparation for groundbreaking. Completion target date is May 2024.

Leah updated the board on the business park's turnaround project. Bids have been received and reviewed.

Leah informed the board that the Dream Big Production INC, DBA Twigs project should be closing on their loan documents within the week. She explained the owners plan to break ground immediately afterwards and the contractor has given them a 3-month completion date.

Cay House adjourned the meeting at 12:43 PM.



Cay House, President