



**Notice of Regular Meeting of  
The Keene Business Development Board (Type B EDC)  
Tuesday, April 18, 2023**

**Ricky Stephens**

**Aaron Moses**

**Cheryl Schram**

**Donnie Beeson**

**Victoriano Parilla**

**Troy Smith**

**Charles Easley**

Notice is hereby given that a Meeting of the Type B Keene Business Development Corporation will be held at 3:30 p.m. on Tuesday, April 18th, 2023, in the Keene City Hall at 1000 N. Old Betsy Rd., Cleburne, Texas, in the City Council Chambers.

**Administer Oath of Office for the following appointed and reappointed Board Members**

- **Ricky Stephens**
- **Cheryl Schram**
- **Victoriano Parilla**
- **Charles Easley**

Call to Order and Certification of Quorum

Invocation and Pledge of Allegiance

1. City Administration Remarks
2. Citizen Comments
  - a. (Citizens allotted 3 minutes for comments)
3. Discuss and take possible action appointing/reappointing a board President, Vice President, and Secretary/Treasurer to the Keene Business Development Board (Type B EDC) with the term expiration March 2024.
4. Discussion and take possible action to approve The Keene Business Development Board (Type B EDC) minutes dated March 21, 2023.
5. Consider approval of the financial statement ending March 31st, 2023

6. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (prospective gifts), 551.074 (personnel matters), 551.076 (security matters), 551.087 (economic development). Executive session may be held, under these exceptions, at the end of the regular session, workshop and/or special session, or at any time during the meeting that a need arises for the board to seek advice from the City Attorney as to the posted subject matter of this meeting.
7. Reconvene into open session for possible action resulting from any posted item discussed in executive session.
8. Discussion and request for future agenda items.
9. Adjourn

City Hall is wheelchair accessible. The entry ramp is at the front with entry at the front entrance to City Hall. Reasonable accommodation to furnish auxiliary aids or assistance to assist persons with special needs will be provided when forty-eight (48) hours advanced notice is given. Please contact the City Secretary at (817) 641-3336.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Keene Business development Board (Type B EDC), Texas is a true and correct copy of said notice and that I posted a true and correct copy of said notice on the official bulletin board of City Hall, a place convenient and readily accessible to the general public at all times, and that said notice was posted on or before 5:00 p.m., Friday, April 14<sup>th</sup>, 2023.



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Don Martin, Interim Assistant City Manager

FY 2023

3/31/2023

50.0% Target

**KEDC REVENUES TYPE B**

	2021-2022 YTD ACTUAL-MARCH	2022-2023 APPROVED	Y-T-D ACTUAL-MARCH	CURRENT BALANCE	% OF BUDGET YTD ACTUALS	
Grand Totals	\$ 149,248.00	\$ 300,000.00	\$ 131,655.49	\$ 168,344.51	43.9%	<i>March Sales Tax not yet reported.</i>
ADMINISTRATIVE COSTS	\$ 15,519.02	\$ 98,366.87	\$ 48,408.00	\$ 49,958.87	49.2%	
CONTRACTUAL SVC COSTS	\$ 11,836.35	\$ 54,761.00	\$ 11,948.19	\$ 42,812.81	21.8%	
DEPARTMENTAL SVC COSTS	\$ 9,530.57	\$ 41,750.00	\$ 14,309.13	\$ 27,440.87	34.3%	
FINANCIAL SERVICE COSTS	\$ 33,333.72	\$ 66,667.00	\$ 33,333.48	\$ 33,333.52	50.0%	
CAPITAL OUTLAY COSTS	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 70,219.66</b>	<b>\$ 261,544.87</b>	<b>\$ 107,998.80</b>	<b>\$ 153,546.07</b>	<b>41.3%</b>	
400-000-4005 SALES TAX REVENUE	\$ 148,896.93	\$ 300,000.00	\$ 127,181.69	\$ 172,818.31	42.4%	
400-000-4006 INTEREST INCOME	\$ 351.07	\$ -	\$ 2,526.30	\$ (2,526.30)	0.0%	
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 149,248.00</b>	<b>\$ 300,000.00</b>	<b>\$ 129,707.99</b>	<b>\$ 170,292.01</b>	<b>36.6%</b>	
<b>OTHER REVENUES</b>						
400-000-4601 TRANSFERS FROM RESERVE	\$ -	\$ -	\$ -	\$ -	0.0%	
400-000-4602 RESERVE ALLOCATIONS	\$ -	\$ -	\$ -	\$ -	0.0%	
400-000-4725 MISCELLANEOUS REVENUES	\$ -	\$ -	\$ 1,947.50	\$ 1,947.50	0.0%	
<b>TOTAL OTHER REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,947.50</b>	<b>\$ 1,947.50</b>	<b>0.0%</b>	
<b>KEDC EXPENDITURES</b>						
<i>ADMINISTRATIVE COSTS</i>						
400-110-6106 CITY PARK MAINTENANCE	\$ 15,000.00	\$ 90,950.00	\$ 46,539.78	\$ 44,410.22	51.2%	
400-110-6201 TRAINING & TRAVEL	\$ -	\$ 3,175.40	\$ -	\$ -	0.0%	
400-110-6205 DUES & SUBSCRIPTIONS	\$ 412.31	\$ 3,158.72	\$ 1,800.00	\$ 1,358.72	57.0%	
400-110-6320 VEHICLE MAINTENANCE	\$ 106.71	\$ 1,082.75	\$ 68.22	\$ 1,014.53	6.3%	
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>\$ 15,519.02</b>	<b>\$ 98,366.87</b>	<b>\$ 48,408.00</b>	<b>\$ 46,783.47</b>	<b>49.2%</b>	

<b>CONTRACTUAL SERVICE COSTS</b>						
CONTRACTED SERVICES						
400-110-6820	LEGAL SERVICES	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	0.0%
400-110-6853	EDC DIRECTOR-SUPPORT COSTS	\$ 8,684.35	\$ 41,500.00	\$ 8,932.08	\$ 32,567.92	21.5%
400-110-6880	JANITORIAL SERVICES	\$ -	\$ 1,170.00	\$ 99.99	\$ 1,070.01	8.5%
400-110-6883	CITY OF KEENE SERVICES	\$ 3,152.00	\$ 9,591.00	\$ 2,916.12	\$ 6,674.88	30.4%
<b>TOTAL CONTRACTUAL SERVICES COST</b>		<b>\$ 11,836.35</b>	<b>\$ 54,761.00</b>	<b>\$ 11,948.19</b>	<b>\$ 42,812.81</b>	<b>21.8%</b>
<b>DEPARTMENTAL SERVICE COSTS</b>						
DEPARTMENTAL SERVICES						
400-110-6915	ADVERTISING & PROMOTIONS	\$ 9,329.56	\$ 9,300.00	\$ 3,550.00	\$ 5,750.00	38.2%
400-110-6916	BUSINESS DVLPMNT & INCENTIVES	\$ -	\$ 4,000.00	\$ 1,500.00	\$ 2,500.00	37.5%
400-110-6980	ADMINISTRATIVE SERVICES	\$ 201.01	\$ 5,600.00	\$ 2,149.73	\$ 3,450.27	38.4%
400-110-6992	WALLEN RIDGE MAINTENANCE	\$ -	\$ 8,000.00	\$ 1,600.00	\$ 6,400.00	20.0%
400-110-6995	PARK COMMUNITY SERVICES	\$ -	\$ 14,850.00	\$ 5,509.40	\$ 9,340.60	37.1%
<b>TOTAL DEPARTMENTAL SERVICES COST</b>		<b>\$ 9,530.57</b>	<b>\$ 41,750.00</b>	<b>\$ 14,309.13</b>	<b>\$ 27,440.87</b>	<b>34.3%</b>
<b>FINANCIAL SERVICE COSTS</b>						
FINANCIAL OBLIGATIONS						
400-110-7593	PRINCIPAL - WALLEN RIDGE*	\$ -	\$ -	\$ -	\$ -	
400-110-7594	INTEREST - WALLEN RIDGE*	\$ -	\$ -	\$ -	\$ -	
400-110-7595	ANNUAL PMT - COMMUNITY CENTER	\$ 33,333.72	\$ 66,667.00	\$ 33,333.48	\$ 33,333.52	50.0%
<b>TOTAL FINANCIAL SERVICE COSTS</b>		<b>\$ 33,333.72</b>	<b>\$ 66,667.00</b>	<b>\$ 33,333.48</b>	<b>\$ 33,333.52</b>	<b>50.0%</b>
<b>CAPITAL OUTLAY COSTS</b>						
400-110-8000	CAPITAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	0.0%
<b>TOTAL CAPITAL OUTLAY COSTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL KEDC - B - EXPENDITURES</b>		<b>\$ 70,219.66</b>	<b>\$ 261,544.87</b>	<b>\$ 107,998.80</b>	<b>153,546.07</b>	<b>41.3%</b>
4B MAIN CHECKING	BALANCE	\$ 193.93			\$ 0	
4B MONEY MARKET	BALANCE	\$ 303,529.70			\$ 418,048.41	
WALLEN RIDGE PARCEL LOAN	BALANCE	\$ 38,885.99			\$ -	