



**Notice of Regular Meeting of
The Keene Economic Development Board
(Type A)
April 20, 2022**

Don Beeson Sr.
President

Carl Wright David Bass Samantha Gillin Cody Thornton

Notice is hereby given that a Regular Meeting of the Type A Keene Economic Development Corporation will be held at 8:00 am on April 20, 2022, in the Keene City Hall at 1000 N Old Betsy Rd., Keene, Texas, in the City Council Chambers.

Call to order and certification of quorum
Invocation and Pledge of Allegiance

1. President's Remarks
2. Citizen Comments
(Citizens allotted 3 minutes for comments)
3. Approve meeting minutes for March 16, 2022.
4. Approval of financial statement ending March 31, 2022.
5. Discussion on the position of EDC Director.
6. Director's Update:
7. 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.

8. 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 accommodations 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 City Council of Keene, 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., Thursday, April 14, 2022.

Bernie Parker – City Manager



Type A
Agenda Item Report
April 20, 2022

Contact- Citymanager@keenetx.com

SUBJECT: APPROVE MEETING MINUTES FOR MARCH 16, 2022

1. ENCLOSURES/ATTACHMENTS

March 16, 2022 Minutes

**MINUTES OF THE
KEENE ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
BOARD TYPE A
WEDNESDAY, MARCH 16, 2022**

PRESENT: Don Beeson Sr., Samantha Gillin, Cody Thornton, and David Bass

ABSENT: Carl Wright

STAFF PRESENT:

- **Bernie Parker – City Manager**
- **Natanael Drambareanu – Director of Human Resources / Interim City Secretary**
- **Betty Freeman – Finance Manager**
- **Haden Farr – Assistant to the City Manager**
- **Don Martin – Public Works Director**
- **Laci Spradlin – Permit Tech / Utility Clerk**

CALLED TO ORDER: Board President D. Beeson Sr. called the meeting to order at 8:00 a.m.

Invocation – Member D. Bass.

Pledge of Allegiance – All members and public.

1. **President’s Remarks – None**
2. **Citizens Comments – None**
3. **Approve of minutes for February 16, 2022.**

Member D. Bass moved to approve the minutes for February 16, 2022, seconded by Member S. Gillin.

Motion passed unanimously 4-0-0.

4. **Approval of financial statement ending February 28, 2022.**

Betty Freeman presented the EDC A board financials for February 2022.

Member C. Thornton moved to approve the financial statement ending February 2022, seconded by Member S. Gillin.

Motion passed unanimously 4-0-0.

5. **Discussion and take action to nominate and elect board officers to a one-year term ending March 2023.**

Member D. Beeson Sr. moved to nominate Don Beeson Sr. as president, David Bass as Vice President, and Samantha Gillin as Secretary / Treasurer, seconded by Member S. Gillin.

Motion passed unanimously 4-0-0.

6. Discussion and take action to select term length for board members. .

By random drawing the members drew the following:

David Bass – 3 years

Don Beeson Sr. – 2 years

Samantha Gillin – 2 years

Cody Thornton – 3 years

Carl Wright – 3 years (last pick, member was not present)

7. Director's Update:

Bernie Parker provided an update on the EDC position.

8. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, the City Council may convene into a closed, Executive Session in accordance with the following authority:

551.071 (consultation with the 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 City Council to seek advice from the City Attorney as to the posted subject matter of this City Council Meeting.

- **551.087 (economic development)**

Executive Session started at 8:15 a.m.

Executive Session ended at 8:33 a.m.

No action taken

9. Request for future agenda items.

None

10. Adjourned at **8:34 a.m.**

Don Beeson Sr., Board President

Bernie Parker, City Manager



Type A
Agenda Item Report
April 20, 2022

Contact- Citymanager@keenetx.com

SUBJECT: APPROVAL OF FINANCIAL STATEMENT ENDING MARCH 31, 2022

1. ENCLOSURES/ATTACHMENTS

March Financial Statement

FY 22 /March 31, 2022

KEDC REVENUES TYPE A

	2020-2021 YTD ACTUAL - MARCH	2021-2022 APPROVED	Y-T-D ACTUAL -MARCH	CURRENT BALANCE	50% Target % OF BUDGET YTD ACTUALS
GRAND TOTAL REVENUE	\$ 130,804.08	\$ 275,000.00	\$ 150,410.18	\$ 124,589.82	54.7%
ADMINISTRATIVE COSTS	\$ 6,796.67	\$ 23,830.25	\$ 3,487.48	\$ 20,342.77	14.6%
CONTRACTUAL SVC COSTS	\$ 23,880.90	\$ 59,127.00	\$ 11,836.30	\$ 47,290.70	20.0%
DEPARTMENTAL SVC COSTS	\$ 4,024.69	\$ 37,355.00	\$ 8,470.00	\$ 28,885.00	22.7%
FINANCIAL SVC COSTS	\$ 101,988.22	\$ 78,976.00	\$ 52,650.86	\$ 26,325.14	66.7%
GRAND TOTAL EXPENDITURES	\$ 136,690.48	\$ 199,288.25	\$ 76,444.64	\$ 122,843.61	38.4%

ECONOMIC DEVELOPMENT CORPORATION

OPERATING REVENUES					
300-4-000-4005	\$ 129,111.62	\$ 275,000.00	\$ 148,896.93	\$ 126,103.07	54.1%
300-4-000-4007	\$ 512.46	\$ -	\$ 333.25	\$ (333.25)	0.0%
300-4-000-4008	\$ 1,180.00	\$ -	\$ 1,180.00	\$ (1,180.00)	0.0%
TOTAL OPERATING REVENUE	\$ 130,804.08	\$ 275,000.00	\$ 150,410.18	\$ 124,589.82	54.7%

OTHER REVENUES					
300-4-000-4602	\$ -	\$ -	\$ -	\$ -	0.0%
300-4-110-4746	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL OTHER REVENUES	\$ -	\$ -	\$ -	\$ -	0.0%

KEDC EXPENDITURES

ADMINISTRATIVE COSTS					
FACILITIES					
300-5-110-6125	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	50.0%
TRAVEL & TRAINING / DUES					
300-5-110-6201	\$ 409.00	\$ 3,120.00	\$ -	\$ 3,120.00	0.0%
300-5-110-6205	\$ 2,555.00	\$ 13,127.50	\$ 412.30	\$ 12,715.20	3.1%
MAINTENANCE & REPAIRS					
300-5-110-6320	\$ 36.51	\$ 1,082.75	\$ 75.18	\$ 1,007.57	6.9%
300-5-110-6405	\$ 796.16	\$ 500.00	\$ -	\$ 500.00	0.0%
TOTAL ADMINISTRATIVE COSTS	\$ 6,796.67	\$ 23,830.25	\$ 3,487.48	\$ 20,342.77	14.6%

CONTRACTUAL SERVICE COSTS

CONTRACTED SERVICES					
300-5-110-6820	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	0.0%
300-5-110-6853	\$ 20,052.90	\$ 48,971.00	\$ 8,684.30	\$ 40,286.70	17.7%
300-5-110-6883	\$ 3,828.00	\$ 7,656.00	\$ 3,152.00	\$ 4,504.00	41.2%

TOTAL CONTRACTUAL SERVICES COSTS

	\$ 23,880.90	\$ 59,127.00	\$ 11,836.30	\$ 47,290.70	20.0%
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DEPARTMENTAL SERVICE COSTS

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DEPARTMENTAL SERVICES													
300-5-110-6905	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	99.1%
300-5-110-6915	\$	270.86	\$	8,550.00	\$	8,470.00	\$	80.00	\$	15,000.00	\$	80.00	0.0%
300-5-110-6916	\$	92.95	\$	15,000.00	\$	-	\$	15,000.00	\$	3,705.00	\$	3,705.00	0.0%
300-5-110-6923	\$	-	\$	3,705.00	\$	-	\$	3,705.00	\$	5,000.00	\$	5,000.00	0.0%
300-5-110-6963	\$	250.00	\$	5,000.00	\$	-	\$	5,000.00	\$	-	\$	-	0.0%
300-5-110-6964	\$	1,000.00	\$	-	\$	-	\$	-	\$	-	\$	-	0.0%
300-5-110-6980	\$	2,410.88	\$	5,100.00	\$	-	\$	5,100.00	\$	-	\$	-	0.0%
TOTAL DEPARTMENTAL SERVICES COSTS	\$	4,024.69	\$	37,355.00	\$	8,470.00	\$	28,885.00	\$		\$		22.7%

FINANCIAL SERVICE COSTS													
FINANCIAL OBLIGATIONS													
300-5-110-7591	\$	29,577.70	\$	53,677.00	\$	44,091.13	\$	9,585.87	\$	16,739.27	\$	9,585.87	82.1%
300-5-110-7592	\$	9,910.50	\$	25,299.00	\$	8,559.73	\$	16,739.27	\$	-	\$	-	33.8%
300-5-110-7599	\$	62,500.02	\$	-	\$	-	\$	-	\$	-	\$	-	66.7%
TOTAL FINANCIAL SERVICE COSTS	\$	101,988.22	\$	78,976.00	\$	52,650.86	\$	26,325.14	\$		\$		66.7%

TOTAL KEDC - A - EXPENDITURES	\$	136,690.48	\$	199,288.25	\$	76,444.64	\$	122,843.61	\$		\$		38.4%
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KED CHECKING	\$	373.62	\$	373.62	\$	373.62	\$	373.62	\$	373.62	\$	373.62	
KED MONEY MARKET	\$	180,982.73	\$	180,982.73	\$	180,982.73	\$	180,982.73	\$	304,829.52	\$	304,829.52	
CR 317 LOAN	\$	276,462.36	\$	276,462.36	\$	276,462.36	\$	276,462.36	\$	211,709.56	\$	211,709.56	
8 TRACTS LOAN	\$	195,502.28	\$	195,502.28	\$	195,502.28	\$	195,502.28	\$	171,054.65	\$	171,054.65	

Mthly Loan Pmts - CR 317 Loan	4,695.00
Mthly Loan Pmts - 8 Tracts Loan	1,886.36



Type A
Agenda Item Report
April 20, 2022

Contact- Citymanager@keenetx.com

SUBJECT: DISCUSSION ON THE POSITION OF EDC DIRECTOR.
