

**MINUTES OF THE  
KEENE BUSINESS DEVELOPMENT BOARD  
(TYPE B EDC) REGULAR MEETING  
TUESDAY, AUGUST 15, 2023**

**PRESENT:** Ricky Stephens, Aaron Moses, Troy Smith, Donnie Beeson, Charles Easley, and Cheryl Schram.

**ABSENT:** Victoriano Parilla.

**STAFF PRESENT:**

- *Brent Batla – City Manager*
- *Don Martin – Assistant City Manager*
- *Tabatha Mansell – City Secretary*
- *Charles Williams – Finance Director*
- *Dinah Acosta – Finance Manager*
- *Nathan Drambareanu – Human Resource Director*
- *James Belz – Mayor Pro Tem*

**CALLED TO ORDER:** Meeting called to order at 3:30 p.m.

*Invocation – None.*

*Pledge of Allegiance – None.*

1. President's Remarks – *None.*
2. City Administration Remarks – *City Manager Brent Batla presented a community opportunity to create a Christmas market. Notified Board of the necessity of completing required trainings. Assistant City Manager Don Martin updated the board on Wallen Ridge listing.*
3. Citizen Comments – *Paul Gnadt thanked the board for the flag program donation, purchase Chamber 2022-2023 directory, and an update on flag extension along Old Betsy in front of Elisa Carver Park.*
4. Consider approval of the Keene Type B EDC minutes dated July 18, 2023.  
*Board Member Beeson moved to approve the Keene Type B EDC minutes dated July 18, 2023, seconded by Board Member Schram.*  
*Motion passed unanimously 6-0-0.*
5. Consider approval of the financial statement ending July 31, 2023.  
*Finance Director Charles Williams briefed the board on the financial statements.*  
*Board Member Smith moved to approve the financial statement ending July 31, 2023, seconded by Board Member Moses.*  
*Motion passed unanimously 6-0-0.*
6. Discussion and take possible action awarding a construction contract for the basketball court #2 at Elisa Carver Park.  
*City Manager Brent Batla presented the basketball court bids.*  
*Board Member Easley spoke on the topic.*  
*Board Member Smith spoke on the topic.*  
*Board Member Moses spoke on the topic.*  
*Board Member Beeson spoke on the topic.*  
*Board Member Beeson move to approve awarding a construction contract for the basketball court #2 at Elisa Carver Park to Kevin Kopf with #3 rebar on 16-inch centers and 3-3500 PSI, seconded by Board Member Easley.*  
*Motion passed unanimously 6-0-0.*

7. Discussion and possible action on the Business Development Corporation FY 2023-2024 Proposed Budget.

*Assistant City Manager Don Martin presented the proposed budget.*

*Board President Stephens spoke on the topic.*

*Board Member Moses spoke on the topic.*

*Board Member Schram spoke on the topic.*

*Board Member Smith spoke on the topic.*

*Board Member Beeson spoke on the topic.*

*Paul Gnadt spoke on the topic.*

*Board Member Easley spoke on the topic.*

*Finance Director Charles Williams spoke on the topic.*

*City Manager Brent Batla spoke on the topic.*

*Human Resources Director Nathan Drambareanu spoke on the topic.*

*Board Member Moses moved to approve the Business Development Corporation FY 2023-2024 Proposed Budget, seconded by Board Member Beeson.*

*Motion passed unanimously 6-0-0.*

8. 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.

*No Executive Session was held.*

9. Reconvene into Open Session for possible action resulting from any item posted discussed in Executive Session.


*No Executive Session was held.*

10. Request for future agenda items.

- *Bid from Kevin Kopf for parking space, small sitting area, bench, or bleachers at Pocket Park.*
- *Bid on 2-4 Pickle Ball courts and lighting package.*
- *What a full-time employee versus a contractor would cost for mowing and park maintenance.*
- *Wallen Ridge listing update.*

11. Adjourned at 4:23pm.

By:   
Ricky Stephens, Board President

Attest:   
Tabatha Mansell, City Secretary