



**Notice of Regular Meeting of
The Keene Economic Development Board
(Type A)
May 18, 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 May 18, 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 April 20, 2022.
4. Approval of financial statement ending April 30, 2022.
5. Discuss and take action on an authorization to go out for bids to clear the fence line on CR 317 and Hwy 67.
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.

a. 551.087 (Economic Development)

8. Reconvene into open session for possible action resulting from any item posted discussed in Executive Session.
9. Request for future agenda items.
10. 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., Friday, May 13, 2022.



Natanael Drambareanu - Interim City Secretary



Type A
Agenda Item Report
May 20, 2022

Contact- Citymanager@keenetx.com

SUBJECT: APPROVE MEETING MINUTES FOR APRIL 20, 2022

1. ENCLOSURES/ATTACHMENTS

April 20, 2022 Minutes

**MINUTES OF THE
KEENE ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
BOARD TYPE A
WEDNESDAY, APRIL 20, 2022**

PRESENT: Don Beeson Sr., Samantha Gillin, Carl Wright, and David Bass

ABSENT: Cody Thornton

STAFF PRESENT:

- **Bernie Parker – City Manager**
- **Natanael Drambareanu – Director of Human Resources / Interim City Secretary**
- **Charles Williams – Finance Director**
- **Betty Freeman – Finance Manager**
- **Haden Farr – Assistant to the City Manager**
- **Don Martin – Public Works Director**

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

Invocation – Member D. Beeson Sr.

Pledge of Allegiance – All members and the public.

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

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

Motion passed unanimously 3-0-1 (Wright abstained).

4. **Approval of financial statement ending March 31, 2022.**

Charles Williams presented the EDC A board financials for March 2022.

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

Motion passed unanimously 4-0-0.

5. **Discussion on the position of EDC Director.**

City Manager Bernie Parker provided an update.

No action was taken.

6. **Director's Update:**

None.

7. *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.

8. *Request for future agenda items.*

Member D. Bass requested information on cleanup and fence work at the industrial park property.

An update on the cattle on the property was requested.

9. *Adjourned at 8:30 a.m.*

Don Beeson Sr., Board President

Bernie Parker, City Manager



Type A
Agenda Item Report
May 20, 2022

Contact- Citymanager@keenetx.com

SUBJECT: APPROVAL OF FINANCIAL STATEMENT ENDING APRIL 30, 2022

1. ENCLOSURES/ATTACHMENTS

April Financial Statement

FY 22 /April 30, 2022

KEDC REVENUES TYPE A

	2020-2021 YTD ACTUAL - APRIL	2021-2022 APPROVED	Y-T-D ACTUAL -APRIL	CURRENT BALANCE	58.33% Target % OF BUDGET YTD ACTUALS
GRAND TOTAL REVENUE	\$ 152,062.51	\$ 275,000.00	\$ 169,662.53	\$ 105,337.47	61.7%

KEDC EXPENDITURES

ADMINISTRATIVE COSTS	\$ 6,712.45	\$ 23,830.25	\$ 9,386.23	\$ 14,444.02	39.4%
CONTRACTUAL SVC COSTS	\$ 27,861.05	\$ 59,127.00	\$ 12,636.30	\$ 46,490.70	21.4%
DEPARTMENTAL SVC COSTS	\$ 4,524.69	\$ 37,355.00	\$ 4,970.00	\$ 32,385.00	13.3%
FINANCIAL SVC COSTS	\$ 118,063.99	\$ 78,976.00	\$ 62,383.92	\$ 16,592.08	79.0%
GRAND TOTAL EXPENDITURES	\$ 157,162.18	\$ 199,288.25	\$ 89,376.45	\$ 109,911.80	44.8%

ECONOMIC DEVELOPMENT CORPORATION

OPERATING REVENUES					
300-4-000-4005	\$ 150,285.16	\$ 275,000.00	\$ 168,089.01	\$ 106,910.99	61.1%
300-4-000-4007	\$ 597.35	\$ -	\$ 393.52	\$ (393.52)	0.0%
300-4-000-4008	\$ 1,180.00	\$ -	\$ 1,180.00	\$ (1,180.00)	0.0%
TOTAL OPERATING REVENUE	\$ 152,062.51	\$ 275,000.00	\$ 169,662.53	\$ 105,337.47	61.7%

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	\$ 3,500.00	\$ 6,000.00	\$ 3,500.00	\$ 2,500.00	58.3%
TRAVEL & TRAINING / DUES					
300-5-110-6201	\$ 574.00	\$ 3,120.00	\$ -	\$ 3,120.00	0.0%
300-5-110-6205	\$ 2,555.00	\$ 13,127.50	\$ 5,811.05	\$ 7,316.45	44.3%
MAINTENANCE & REPAIRS					
300-5-110-6320	\$ 83.45	\$ 1,082.75	\$ 75.18	\$ 1,007.57	6.9%
300-5-110-6405	\$ -	\$ 500.00	\$ -	\$ 500.00	0.0%
TOTAL ADMINISTRATIVE COSTS	\$ 6,712.45	\$ 23,830.25	\$ 9,386.23	\$ 14,444.02	39.4%

CONTRACTUAL SERVICE COSTS

CONTRACTED SERVICES					
300-5-110-6820	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	0.0%
300-5-110-6853	\$ 23,395.05	\$ 48,971.00	\$ 9,184.30	\$ 39,786.70	18.8%
300-5-110-6883	\$ 4,466.00	\$ 7,656.00	\$ 3,452.00	\$ 4,204.00	45.1%
TOTAL CONTRACTUAL SERVICES COSTS	\$ 27,861.05	\$ 59,127.00	\$ 12,636.30	\$ 46,490.70	21.4%

DEPARTMENTAL SERVICE COSTS

LEGAL SERVICES*
EDC DIRECTOR-SUPPORT COSTS
CITY OF KEENE SERVICES

DEPARTMENTAL SERVICES													
300-5-110-6905													
300-5-110-6915													
300-5-110-6916													
300-5-110-6923													
300-5-110-6963													
300-5-110-6964													
300-5-110-6980													
TOTAL DEPARTMENTAL SERVICES COSTS													

FINANCIAL SERVICE COSTS													
FINANCIAL OBLIGATIONS													
300-5-110-7591													
300-5-110-7592													
300-5-110-7599													
TOTAL FINANCIAL SERVICE COSTS													

TOTAL KEDC - A - EXPENDITURES \$ 157,162.18 \$ 199,288.25 \$ 89,376.45 \$ 109,911.80 44.8%

KED CHECKING													
BALANCE													
KED MONEY MARKET													
BALANCE													
CR 317 LOAN													
BALANCE													
8 TRACTS LOAN													
BALANCE													

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

INFRASTRUCTURE & DEVELOPMENT													
ADVERTISING & PROMOTIONS													
BUSINESS DVLPMNT & INCENTIVES													
LAND & TAX ASSESSMENTS													
INDUSTRIAL PARK MAINTENANCE													
INDUSTRIAL PARK IMPROVEMENTS													
ADMINISTRATIVE SERVICES													
TOTAL DEPARTMENTAL SERVICES COSTS													

FINANCIAL-LOAN SVCS													
FINANCIAL-LOAN SVCS (INTEREST)													
FINANCIAL-CITY LOAN REPAYMENT													
TOTAL FINANCIAL SERVICE COSTS													

TOTAL KEDC - A - EXPENDITURES \$ 157,162.18 \$ 199,288.25 \$ 89,376.45 \$ 109,911.80 44.8%

BALANCE													
BALANCE													
BALANCE													
BALANCE													

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: DISCUSS AND TAKE ACTION ON AN AUTHORIZATION
TO GO OUT FOR BIDS TO CLEAR THE FENCE LINE ON
CR 317 AND HWY 67**

1. BACKGROUND

This would authorize the city to go out for bids to remove all brush and trees 6 inches in diameter or below along the fence line located to the east of CR 317 E. This will begin at US Hwy 67 and go south for approximately $\frac{1}{4}$ mile until the entrance of the first private driveway. All bidders will be required to visit the site.