



**Notice of Regular Meeting of  
The Keene Economic Development Board  
(Type A)  
June 15, 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 June 15, 2022, in the Keene City Hall at 1000 N Old Betsy Rd., Cleburne, 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 May 18, 2022.
4. Approval of financial statement ending May 31, 2022.
5. Discussion on the status of bids to clear the fence line on CR 317 and Hwy 67.
6. Discussion on preliminary budget considerations.
7. Director's Update:
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.

- a. 551.072 (Real Property)
- b. 551.087 (Economic Development)  
Possible sale of land to a manufacturing facility

9. Reconvene into open session for possible action resulting from any item posted discussed in Executive Session. The Board may approve the sale of industrial park property to Silent Properties, LLC.

10. Request for future agenda items.

11. 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, June 10, 2022.

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Bernie Parker – City Manager



**Type A**  
**Agenda Item Report**  
June 15, 2022

Contact- [Citymanager@keenetx.com](mailto:Citymanager@keenetx.com)

**SUBJECT: APPROVE MEETING MINUTES FOR MAY 18, 2022**

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**1. ENCLOSURES/ATTACHMENTS**

May 18, 2022 Minutes

**MINUTES OF THE  
KEENE ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING  
BOARD TYPE A  
WEDNESDAY, MAY 18, 2022**

**PRESENT: Don Beeson Sr., Samantha Gillin, Cody Thornton, and Carl Wright**

**ABSENT: David Bass**

**STAFF PRESENT:**

- **Betty Freeman – Finance Manager**
- **Haden Farr – Assistant to the City Manager**
- **Don Martin – Public Works Director**
- **Charles Williams – Finance 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 public.**

1. **President's Remarks – None**
2. **Citizens Comments – None**
3. **Approve of minutes for April 20, 2022.**

**Member C. Wright moved to approve the minutes for April 20, 2022, seconded by Member C. Thornton.**

**Motion passed unanimously 4-0-0.**

4. **Approval of financial statement ending April 30, 2022.**

**Charles Williams presented the EDC A Board financials ending April 30, 2022.**

**Member C. Thornton moved to approve the financial statement ending April 30, 2022, seconded by Member S. Gillin.**

**Motion passed unanimously 4-0-0.**

5. **Discuss and take action on an authorization to go out for bids to clear the fence line on CR 317 and Hwy 67.**

**Member C. Thornton moved to authorize the city to go out for bids to clear the fence line on CR 317 and Hwy 67, seconded by S. Gillin.**

**Motion passed unanimously 4-0-0.**

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)  
551.074 (personnel matters)

551.072 (real property)  
551.076 (security matters)

551.073 (prospective gifts)  
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 was not taken.**

**No action resulted.**

8. *Request for future agenda items.*

***The board would like the Finance Director, Charles Williams to recommend an amount to move from the money market to put toward loan repayment.***

***The board would like to have a discussion on possible future plans for the house located on the industrial park's Dahn property.***

9. *Adjourned at 8:20 a.m.*

\_\_\_\_\_  
Don Beeson Sr., Board President

\_\_\_\_\_  
Haden Farr, Assistant to the City Manager



**Type A**  
**Agenda Item Report**  
June 15, 2022

Contact- [Citymanager@keenetx.com](mailto:Citymanager@keenetx.com)

**SUBJECT: APPROVAL OF FINANCIAL STATEMENT ENDING MAY 31, 2022**

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**1. ENCLOSURES/ATTACHMENTS**

May Financial Statement

FY 22 /May 31, 2022

		2020-2021 YTD ACTUAL - MAY	2021-2022 APPROVED	Y-T-D ACTUAL -MAY	CURRENT BALANCE	66.67% Target % OF BUDGET YTD ACTUALS
<b>KEDC REVENUES TYPE A</b>						
	<b>GRAND TOTAL REVENUE</b>	<b>\$ 184,234.20</b>	<b>\$ 275,000.00</b>	<b>\$ 196,597.87</b>	<b>\$ 78,402.13</b>	<b>71.5%</b>
<b>KEDC EXPENDITURES</b>						
	ADMINISTRATIVE COSTS	\$ 7,246.92	\$ 23,830.25	\$ 9,989.29	\$ 13,840.96	41.9%
	CONTRACTUAL SVC COSTS	\$ 31,841.20	\$ 59,127.00	\$ 13,436.30	\$ 45,690.70	22.7%
	DEPARTMENTAL SVC COSTS	\$ 4,564.95	\$ 37,355.00	\$ 4,970.00	\$ 32,385.00	13.3%
	FINANCIAL SVC COSTS	\$ 128,480.66	\$ 78,976.00	\$ 75,546.58	\$ 3,429.42	95.7%
	<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 172,133.73</b>	<b>\$ 199,288.25</b>	<b>\$ 103,942.17</b>	<b>\$ 95,346.08</b>	<b>52.2%</b>
<b>ECONOMIC DEVELOPMENT CORPORTATION</b>						
<b>OPERATING REVENUES</b>						
300-4-000-4005	SALES TAX REVENUE	\$ 182,456.85	\$ 275,000.00	\$ 195,024.35	\$ 79,975.65	70.9%
300-4-000-4007	INTEREST INCOME	\$ 597.35	\$ -	\$ 393.52	\$ (393.52)	0.0%
300-4-000-4008	MISCELLANEOUS INCOME	\$ 1,180.00	\$ -	\$ 1,180.00	\$ (1,180.00)	0.0%
	<b>TOTAL OPERATING REVENUE</b>	<b>\$ 184,234.20</b>	<b>\$ 275,000.00</b>	<b>\$ 196,597.87</b>	<b>\$ 78,402.13</b>	<b>71.5%</b>
<b>OTHER REVENUES</b>						
300-4-000-4602	RESERVE ALLOCATIONS	\$ -	\$ -	\$ -	\$ -	0.0%
300-4-110-4746	INSURANCE PROCEEDS	\$ -	\$ -	\$ -	\$ -	0.0%
	<b>TOTAL OTHER REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>KEDC EXPENDITURES</b>						
<b>ADMINISTRATIVE COSTS</b>						
<b>FACILITIES</b>						
300-5-110-6125	OFFICE RENTAL	\$ 4,000.00	\$ 6,000.00	\$ 4,000.00	\$ 2,000.00	66.7%
<b>TRAVEL &amp; TRAINING / DUES</b>						
300-5-110-6201	TRAINING & TRAVEL	\$ 574.00	\$ 3,120.00	\$ -	\$ 3,120.00	0.0%
300-5-110-6205	DUES & SUBSCRIPTIONS	\$ 2,555.00	\$ 13,127.50	\$ 5,811.05	\$ 7,316.45	44.3%
<b>MAINTENANCE &amp; REPAIRS</b>						
300-5-110-6320	VEHICLE MAINTENANCE	\$ 117.92	\$ 1,082.75	\$ 178.24	\$ 904.51	16.5%
300-5-110-6405	OFFICE EQUIPMENT	\$ -	\$ 500.00	\$ -	\$ 500.00	0.0%
	<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>\$ 7,246.92</b>	<b>\$ 23,830.25</b>	<b>\$ 9,989.29</b>	<b>\$ 13,840.96</b>	<b>41.9%</b>
<b>CONTRACTUAL SERVICE COSTS</b>						
<b>CONTRACTED SERVICES</b>						
300-5-110-6820	LEGAL SERVICES*	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	0.0%
300-5-110-6853	EDC DIRECTOR-SUPPORT COSTS	\$ 26,737.20	\$ 48,971.00	\$ 9,684.30	\$ 39,286.70	19.8%
300-5-110-6883	CITY OF KEENE SERVICES	\$ 5,104.00	\$ 7,656.00	\$ 3,752.00	\$ 3,904.00	49.0%
	<b>TOTAL CONTRACTUAL SERVICES COSTS</b>	<b>\$ 31,841.20</b>	<b>\$ 59,127.00</b>	<b>\$ 13,436.30</b>	<b>\$ 45,690.70</b>	<b>22.7%</b>
<b>DEPARTMENTAL SERVICE COSTS</b>						

<b>DEPARTMENTAL SERVICES</b>										
300-5-110-6905	INFRASTRUCTURE & DEVELOPMENT	\$	-	\$	-	\$	-			
300-5-110-6915	ADVERTISING & PROMOTIONS	\$	770.86	\$	8,550.00	\$	4,970.00	\$	3,580.00	58.1%
300-5-110-6916	BUSINESS DVLPMNT & INCENTIVES	\$	92.95	\$	15,000.00	\$	-	\$	15,000.00	0.0%
300-5-110-6923	LAND & TAX ASSESSMENTS	\$	-	\$	3,705.00	\$	-	\$	3,705.00	0.0%
300-5-110-6963	INDUSTRIAL PARK MAINTENANCE	\$	250.00	\$	5,000.00	\$	-	\$	5,000.00	0.0%
300-5-110-6964	INDUSTRIAL PARK IMPROVEMENTS	\$	1,000.00	\$	-	\$	-	\$	-	
300-5-110-6980	ADMINISTRATIVE SERVICES	\$	2,451.14	\$	5,100.00	\$	-	\$	5,100.00	0.0%
<b>TOTAL DEPARTMENTAL SERVICES COSTS</b>		<b>\$</b>	<b>4,564.95</b>	<b>\$</b>	<b>37,355.00</b>	<b>\$</b>	<b>4,970.00</b>	<b>\$</b>	<b>32,385.00</b>	<b>13.3%</b>

<b>FINANCIAL SERVICE COSTS</b>										
<b>FINANCIAL OBLIGATIONS</b>										
300-5-110-7591	FINANCIAL-LOAN SVCS	\$	33,702.62	\$	53,677.00	\$	65,563.67	\$	(11,886.67)	122.1%
300-5-110-7592	FINANCIAL-LOAN SVCS (INTEREST)	\$	11,444.68	\$	25,299.00	\$	9,982.91	\$	15,316.09	39.5%
300-5-110-7599	FINANCIAL-CITY LOAN REPAYMENT	\$	83,333.36	\$	-	\$	-	\$	-	
<b>TOTAL FINANCIAL SERVICE COSTS</b>		<b>\$</b>	<b>128,480.66</b>	<b>\$</b>	<b>78,976.00</b>	<b>\$</b>	<b>75,546.58</b>	<b>\$</b>	<b>3,429.42</b>	<b>95.7%</b>

<b>TOTAL KEDC - A - EXPENDITURES</b>		<b>\$</b>	<b>172,133.73</b>	<b>\$</b>	<b>199,288.25</b>	<b>\$</b>	<b>103,942.17</b>	<b>\$</b>	<b>95,346.08</b>	<b>52.2%</b>
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<b>KED CHECKING</b>	BALANCE	\$	373.62					\$	373.62
<b>KED MONEY MARKET</b>	BALANCE	\$	197,238.37					\$	310,186.04
<b>CR 317 LOAN</b>	BALANCE	\$	276,462.36					\$	198,272.29
<b>8 TRACTS LOAN</b>	BALANCE	\$	195,502.28					\$	163,667.11
	Mthly Loan Pmts - CR 317 Loan		4,695.00						
	Mthly Loan Pmts - 8 Tracts Loan		1,886.36						





# Type A Agenda Item Report

June 15, 2022

Contact- [Citymanager@keenetx.com](mailto:Citymanager@keenetx.com)

**SUBJECT: DISCUSSION ON THE STATUS OF BIDS TO CLEAR THE  
FENCE LINE ON CR 317 AND HWY 67**

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## 1. BACKGROUND

The board authorized 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 ¼ mile until the entrance of the first private driveway. All bidders will be required to visit the site.



**Type A**  
**Agenda Item Report**  
June 15, 2022

Contact- [Citymanager@keenetx.com](mailto:Citymanager@keenetx.com)

**SUBJECT: DISCUSSION ON PRELIMINARY BUDGET CONSIDERATIONS**

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