

**TYPE A COLEMAN ECONOMIC DEVELOPMENT CORPORATION  
TYPE B COLEMAN COMMUNITY COALITION  
MONTHLY BOARD MEETING  
MINUTES**

**Call to Order**

The joint meeting of the Type A, Coleman Economic Development Corporation and the Type B, Coleman Community Coalition was called to order by President, Joe Haynes at 6:00pm. The meeting was held on January 15, 2019 at the City Council Chambers of the City of Coleman, 200 W. Live Oak, Coleman, Texas. The following Board of Directors, staff and guests were present:

**Board Members & Staff:**

|                   |                             |
|-------------------|-----------------------------|
| Kim Little        | Executive Director          |
| Joe Haynes        | President, Type B CCC       |
| Mark Price        | Vice-President, Type A CEDC |
| Larry Robinson    | Member, Type A CEDC         |
| Dr. Paul Reynolds | Member, Type A CEDC         |
| Bill Hennig       | Member, Type B CCC          |
| Jacque Rosales    | Member, Type B CCC          |
| Pat Chesser       | Attorney                    |
| Sandra Rose       | CPA                         |

**Guests:**

|                     |                        |
|---------------------|------------------------|
| Tommy Sloan         | Mayor, City of Coleman |
| Nancy Emmert        | Guest                  |
| Dr. Lorin Wolf      | Guest                  |
| Dr. Baillie Trumble | Guest                  |
| Fina Reid           | Guest                  |
| June Davis          | Guest                  |
| Jane Price          | Guest                  |
| Christi Soliz       | Guest                  |

**Invocation:** Led by Joe Haynes

**Comments by Visitors & Guest:** Tommy Sloan, Mayor addressed the board to Thank the previous board members and to also Thank the current board that has agreed to serve. Dr. Lorin Wolf also spoke to Thank the board for partnering with him on the Heartland Chiropractic project and to introduce a new Chiropractor he is adding to his staff, Dr. Baillie Trumble. She shared a little bit about herself and gave a brief background and invited board members to come by and meet her.

**Minutes:**

Minutes from the CEDC Regular meeting held on December 4<sup>th</sup>, 2018 and the CCC Regular meeting held on November 13<sup>th</sup> as well as the Joint A/B/City Council meeting held on November 15, 2018 were presented. Larry Robinson moved to approve the CEDC minutes, 2<sup>nd</sup> by Mark Price.

Ayes: Joe Haynes, Mark Price, Dr. Paul Reynolds, Jacque Rosales, Larry Robinson and Bill Hennig.

No: None

Jacque Rosales moved to approve the minutes from both the CCC meetings, 2<sup>nd</sup> by Bill Hennig.  
Ayes: Joe Haynes, Mark Price, Dr. Paul Reynolds, Jacque Rosales, Larry Robinson and Bill Hennig.  
No: None

### **Financials:**

Sandra Rose, CPA gave the board an update on current financials as well as the FY 17 audit update and an overview of the daily/weekly/monthly activities. Rose went through the financials for both A & B and discussed some categories that need to be changed or re-assigned to other categories that are more specific to the expense or income item. She also explained how the Sales Tax cycle works using the 90 day accrual method that helps project income. Projects were reviewed with Notes Receivable amounts listed, if the project is compliant then the amount is forgiven. Each situation is case by case and they are monitored to be sure we are staying on top of the situation. The Type A CEDC financials are still being reviewed, but it looks like the cash balance is accurate to move forward on getting the books reconciled. Payroll is still being evaluated, both boards and the Executive Director had overpaid on payroll taxes since Feb. 1, 2015. The Ag exemptions on the farmland were questioned since the board was responsible for paying the taxes on the Ambulance building since it was leased. No clear answer was available, and Sandra said she would check with Bill Jones on that. Rose also said the auditors were getting closer to finalizing the 17 audit and reminded the officers that they need to be in touch with her if they are going to be out of town so she can plan accordingly on issuing checks that will need to be signed.

Dr. Paul Reynolds moved to approve the financials, 2<sup>nd</sup> by Jacque Rosales.  
Ayes: Joe Haynes, Mark Price, Dr. Paul Reynolds, Jacque Rosales, Larry Robinson and Bill Hennig.  
No: None

### **New Business**

#### **Item 1-Review of Bylaws**

Pat Chesser explained the new changes to the bylaws that were previously amended/adopted by the City Council. He shared that some citizen's had e-mailed to ask if the new structure was legal and that it is. The EDC's will continue to have 2 separate sets of bylaws and budgets which will still consist of 2 corporations, but 1 board that will oversee all of the activity. Chesser also emphasized the importance of the officers being able to sign checks since that's what the bylaws require. Not very many cities in the state have both an A & B structure, but it has been done before. Another option is an MDD or a Super B which Brownwood had, but there are also negatives to that arrangement as well. Chesser reviewed the type of projects that can be considered by both boards and also gave board members a Procedure for Authorizing EDC (4B) Projects fact sheet. Chesser said billboards and other activities can be considered promotional expenses and won't have to follow the public hearing/60 day wait process. Previously the A board had a \$5,000/limit and the B board had a \$10,000/limit. All the bylaws are the same except for Section 4.03-5, 6 & 7 with paragraphs detailing the 60 day wait for B boards. Key changes are residency requirements and term limits. Both sets are identical and should be easy to follow. 4.05 did away with term limits and the rotation is for 2 years. The difficulty will be with how items are listed on the agenda and that will be something that we will have to watch to be sure they are in the correct category.

### **Item 2-Election of Officers for 2019**

Joe Haynes asked for nominations for President. Bill Hennig nominated Mark Price, Larry Robinson moved that nominations cease. Jacque Rosales nominated Joe Haynes, 2<sup>nd</sup> by Dr. Paul Reynolds. Joe Haynes said he appreciated the nomination and 2<sup>nd</sup> and shared that he had been President for 4 years, but respectfully withdrew his name from the nomination. Dr. Paul Reynolds asked if nominations were still opened. Joe Haynes said yes, Dr. Reynolds nominated Jacque Rosales. Haynes asked for a 2<sup>nd</sup> on that nomination then said there was a motion for nominations to close and called for a vote.

Ayes: Bill Hennig, Larry Robinson, Joe Haynes & Mark Price

No: Dr. Paul Reynolds & Jacque Rosales

Haynes said he didn't think you could 2<sup>nd</sup> the nomination for yourself.

Haynes then asked for clarification if Jacque Rosales could 2<sup>nd</sup> the motion, Pat Chesser said she could 2<sup>nd</sup> the motion and could also vote for herself. There was no 2<sup>nd</sup> on the motion so Haynes called for a vote on the nomination of Mark Price. Haynes called for a vote.

Ayes: Bill Hennig, Larry Robinson, Joe Haynes & Mark Price

No: Dr. Paul Reynolds & Jacque Rosales

Bill Hennig nominated Joe Haynes for Vice-President, 2<sup>nd</sup> by Jacque Rosales. Larry Robinson moved that nominations cease.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Dr. Paul Reynolds, Jacque Rosales and Joe Haynes

No: None

Bill Hennig nominated Larry Robinson for Secretary/Treasurer, Haynes asked if there were any other nominations, hearing none he moved that nominations close. Haynes also moved that Robinson would be elected by acclamation

### **Item 3-Resolutions to sign signature cards at the Banks**

Little shared that the resolutions were necessary to be able to move forward with the banks to get the Signature cards executed and to speed up the process without having to call a special meeting to approve the minutes.

Joe Haynes moved to approve the resolution for the CEDC, 2<sup>nd</sup> by Jacque Rosales.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Dr. Paul Reynolds, Jacque Rosales and Joe Haynes

No: None

Larry Robinson moved to approve the CCC resolution, 2<sup>nd</sup> by Bill Hennig.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Dr. Paul Reynolds, Jacque Rosales and Joe Haynes

No: None

### **Item 4-Overview of Projects for the CEDC and CCC boards**

A list of all the projects for 4A & 4B was compiled and board members were given a small snapshot of the criteria for each project. Little encouraged board members to look the list over and to call her if there are any questions.

Dr. Reynolds left the meeting

#### **Item 5-Setting a Monthly Date/Time**

Due to a conflict with posting agenda's/agenda items for the City of Coleman, it was recommended that the EDC board move their meetings to the 2<sup>nd</sup> week of the month. The consensus was to try to stay away from Tuesday if possible. Joe Haynes moved to change the meeting date and time to the 2<sup>nd</sup> Thursday at 6pm, 2<sup>nd</sup> by Larry Robinson.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Jacque Rosales and Joe Haynes

No: None

#### **Item 6-Budget Amendments for the CEDC & CCC for FY 19**

Sandra Rose explained some proposed changes/adjustments that need to be considered for the previously approved FY 19 budgets for the CEDC and CCC. For 4B the items that were discussed are: Beautification, Billboard Repairs, VISTA program, Wages/Payroll/Taxes/Benefits and Rent. Little recommended that some funds be moved to Membership/Dues to cover paying yearly dues with the Chamber of Commerce and Destination Coleman. Items that were discussed for 4A are: Salary Reimbursement, Salary, Payroll Taxes, Employee Benefits, Bookkeeping Fees, Chamber Office Support Rent, Telephone, Travel, Meals and Municipal Improvements. Joe Haynes moved to approve the recommended amendments for the 4B CCC, 2<sup>nd</sup> by Bill Hennig.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Jacque Rosales and Joe Haynes

No: None

Bill Hennig moved to approve the recommended amendments for the 4A CEDC, 2<sup>nd</sup> by Jacque Rosales.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Jacque Rosales and Joe Haynes

No: None

#### **Item 7- Assignment of Performance Agreement and Promissory Note**

Pati Barton, owner of Downtown Deli had requested that their name be changed on their Performance Agreement and Promissory Note from GP Barton Investments, LLC to Pati Barton dba Downtown Deli. Joe Haynes moved to make that change, 2<sup>nd</sup> by Jacque Rosales.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Jacque Rosales and Joe Haynes

No: None

#### **Item 8-Providing funds for Texas Independence Day Events**

Little shared the group would once again be having the Texas Independence Day events and some of the funds will be used to promote and advertise. There will also be a Disc Golf Tournament at Milton Autry Memory Lake, and Porta Potties, Prize Money and Advertising will be included but that won't be held until March 30<sup>th</sup>. Little was requesting that funds up to \$1,500.00 be approved for the activities. Joe Haynes moved to approve, 2<sup>nd</sup> by Jacque Rosales. Pat Chesser said this activity could be treated as a Promotional Activity and would not require the 60 day wait.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Jacque Rosales and Joe Haynes

No: None

#### **Executive Directors Report**

Included in the report were Sales Tax updates, Retail, Weekly Report and the VISTA update. Little shared that Ashley Davis the VISTA is presently meeting with people in the community and trying to compile a Resource Guide. That guide will be distributed in Coleman and she is also working on trying to

put together a Ministerial Alliance that could send people to the local food pantry/clothing pantry. The EDC website was discussed, and Little said that all of the Agenda's, Minutes and EDC documents would now be on the City of Coleman website. Little will also continue to maintain the EDC website as well, but information will be available more than one place.

**Adjournment**

Larry Robinson moved to adjourn, 2<sup>nd</sup> by Jacque Rosales.

Ayes: Bill Hennig, Larry Robinson, Mark Price, Jacque Rosales and Joe Haynes

No: None

Meeting Adjourned at 8pm

Passed and approved by the CEDC Board and the CCC Board on this the date 19<sup>th</sup> of Feb 2019.

  
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Mark Price, President

  
\_\_\_\_\_  
Larry Robinson, Secretary /Treasurer