

**MINUTES OF THE  
KAUFMAN ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTOR'S MEETING  
MONDAY, SEPTEMBER 11, 2017 AT 6:00 P.M.  
KAUFMAN CHAMBER OF COMMERCE  
2311 S. WASHINGTON, SUITE A  
KAUFMAN, TEXAS 75142**

<b>PRESIDENT</b>	<b>ROY FERRELL</b>
<b>VICE-PRESIDENT</b>	<b>BARRY RATCLIFFE</b>
<b>SECRETARY/TREASURER</b>	<b>CARL STAPP</b>
<b>MEMBER</b>	<b>LISA PARKER</b>
<b>MEMBER</b>	<b>CHARELS GILLENWATER</b>

President Roy Ferrell called the meeting to order at 6:02 p.m. on Monday, September 11, 2017. Board members present was Roy Ferrell, Barry Ratcliffe, Carl Stapp, Lisa Parker and Charles Gillenwater. President Ferrell declared a quorum present. Also present were Executive Director Lee Ayres and Secretary Jo Ann Talbot.

1. CONSIDER APPROVAL OF THE AUGUST 15, 2017 KEDC MEETING MINUTES.

Board member Gillenwater moved to approve the August 15, 2017 KEDC meeting minutes. Board member Parker made the second. All voted AYE and the motion carried.

President Roy Ferrell declared Executive Session at 6:03 p.m.

**EXECUTIVE SESSION**

THE KAUFMAN ECONOMIC DEVELOPMENT CORPORATION WILL HOLD A CLOSED EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE V.T.C.A. (OPEN MEETINGS LAW), IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN TEX. GOV't CODE SECTION 551.074 PERSONNEL.

PERSONNEL - Under TEX. GOV'T. CODE Sec. 551.074

1. DISCUSS HIRING A CONSULTANT TO PERFORM A SEARCH FOR KEDC EXECUTIVE DIRECTOR CANDIDATES.

ANY FINAL ACTION, DECISION, OR VOTE ON A MATTER DELIBERATED IN EXECUTIVE SESSION MEETING OR ON INFORMATION RECEIVED IN A CONFERENCE WITH EMPLOYEES WILL ONLY BE TAKEN IN AN OPEN MEETING

THAT IS HELD IN COMPLIANCE WITH TEX. GOV'T CODE CH. 551.074 THE KEDC RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AS AUTHORIZED BY TEX. GOV'T CODE SEC. 551.001, ET SEQ. (TEXAS OPEN MEETINGS ACT) ON ANY ITEM ON ITS OPEN MEETING AGENDA OR TO RECONVENE IN A CONTINUATION OF EXECUTIVE SESSION ON THE EXECUTIVE SESSION MEETING ITEMS NOTED ABOVE, IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT, INCLUDING, WITHOUT LIMITATION, SECTIONS 551.071-551.086 OF THE OPEN MEETINGS ACT.

President Ferrell declared to go out of Executive Session at 6:57 p.m.

### **END OF EXECUTIVE SESSION**

2. CONSIDER ANY OFFICIAL ACTION ON THE EXECUTIVE SESSION CLOSED MEETING ITEMS:

PERSONNEL - Under TEX. GOV'T. CODE Sec.551.074

a. CONSIDER HIRING A CONSULTANT TO PERFORM A SEARCH FOR KEDC EXECUTIVE DIRECTOR CANDIDATES.

Board member Ratcliffe moved and seconded by Board Member Gillenwater to authorize President Ferrell, on behalf of KEDC, to enter into an agreement with Mike Barnes Group to perform a search for KEDC Executive Director Candidates. President Ferrell called for a vote with all voting AYE, the motion carried.

3. CONSIDER TERMINATING THE ADMINISTRATIVE SERVICES AGREEMENT DATED AUGUST 1, 2017 BETWEEN THE KAUFMAN EDC AND KAUFMAN CHAMBER OF COMMERCE EFFECTIVE DECEMBER 31, 2017 AND ENTER INTO A NEW ADMINISTRATIVE SERVICES AGREEMENT EFFECTIVE JANUARY 1, 2018.

Board member Stapp moved to terminate the administrative services agreement dated August 1, 2017 between the Kaufman EDC and Kaufman Chamber of Commerce effective December 31, 2017 and enter into a new Administrative Services Agreement effective January 1, 2018. Board member Ratcliffe made the second. All voted AYE and the motion carried.

4. CONSIDER AUTHORIZING KEDC PRESIDENT, ON BEHALF OF KEDC, TO ENTER INTO AN AGREEMENT FOR SERVICES RELATED TO IMPLEMENTATION OF THE NEW STRATEGIC PLAN WITH THE KAUFMAN CHAMBER OF COMMERCE EFFECTIVE JANUARY 1, 2018.

Board member Parker moved to authorize KEDC President, on behalf of KEDC, to enter into an agreement for services related to implementation of the new strategic plan with the Kaufman Chamber of Commerce effective January 1, 2018. Board member Gillenwater made the second. All voted AYE and the motion carried.

5. CONSIDER AUTHORIZING KEDC PRESIDENT, ON BEHALF OF KEDC, TO ENTER INTO AN AGREEMENT FOR SERVICES RELATED TO IMPLEMENTATION OF THE NEW STRATEGIC PLAN WITH THE CITY OF KAUFMAN EFFECTIVE JANUARY 1, 2018.

Board member Ratcliffe moved to authorize KEDC President, on behalf of KEDC, to enter into an agreement for services related to implementation of the new strategic plan with the City of Kaufman effective January 1, 2018. Board member Parker made the second. All voted AYE and the motion carried.

6. CONSIDER APPROVING A FISCAL YEAR 2018 ANNUAL BUSINESS PLAN FOR THE KAUFMAN ECONOMIC DEVELOPMENT CORPORATION.

Board member Gillenwater moved to approve fiscal year 2018 annual business plan for the Kaufman Economic Development Corporation. Board member Stapp made the second. All voted AYE and the motion carried.

7. CONSIDER ADOPTING A FISCAL YEAR 2018 ANNUAL BUDGET FOR THE KAUFMAN ECONOMIC DEVELOPMENT CORPORATION.

After some discussion, Board member Stapp moved to adopt a Fiscal Year 2018 Annual Budget for the Kaufman Economic Development Corporation. Board member Gillenwater made the second. All voted AYE and the motion carried.

8. CONSIDER REIMBURSING THE CITY OF KAUFMAN \$21,902 FOR THE KAUFMAN COUNTY WASTEWATER FEASIBILITY STUDY WITH FUNDS COMING FROM RESERVES.

Executive Director Ayres stated that the new strategic plan calls for more KEDC support and investment in infrastructure to support new and expanding businesses. He noted that this request was unsolicited, his idea alone. After some discussion President Ferrell moved to reimburse the City of Kaufman \$21,902.00 for the Kaufman County Wastewater Feasibility Study with funds coming from reserves. Board member Ratcliffe seconded the motion. President Ferrell called for a vote with all voting AYE, the motion carried.

9. ANNOUNCEMENTS FROM EXECUTIVE DIRECTOR.

1. Next KEDC Meeting to be September 19, 2017.
2. Executive Director Ayres MAY take vacation time between September 23 and October 6, 2017, depending what happens with hurricane Irma.
3. Chamber of Commerce Annual Civic Auction set for September 23.
4. Scarecrow Festival October 27 & 28.

There being no further business, President Ferrell adjourned the meeting at 7:25 p.m.

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Roy Ferrell, President

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Date

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Carl Stapp, Secretary

\_\_\_\_\_  
Date