

**LORENA ECONOMIC DEVELOPMENT CORPORATION  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
TUESDAY, SEPTEMBER 12, 2017, AT 6:00 P.M.  
LORENA CITY HALL  
107-A S. Frontage Rd.  
Lorena, Texas 76655**

**MINUTES**

1. Call to Order and Verification of Agenda Posting

*The meeting was called to order at 6:05 pm and Secretary Yarbrough noted that the meeting was posted in accordance with the requirements of the Texas Open Meetings Act and a quorum was present. Members Present: Kelly Yarbrough, Mark McLean, John Johnston, Chad Hanson, and Kyle Miller; Members Absent: David Anderton; Also, Present, City Manager Joseph Pace, Consultant – Jason Mundo of Mundo and Associates, Inc;*

2. Visitors Comments/Open Forum

*No visitor comments. No action was taken.*

3. Chairman's Report, EDC Mail and Communications

*No report was given. No EDC Mail. No action was taken.*

4. Discussion and possible action to approve the following:

- A. EDC Regular Meeting Minutes – August 8, 2017 and August 24, 2017

*John Johnston moved to approve the meeting minutes of August 8, 2017 and August 24, 2017. Kyle Miller seconded the motion. The motion was unanimously approved.*

5. Discussion and possible action to approve the following:

- B. EDC Financial Reports and Bill Payments – August 2017

*Chad Hanson moved to approve the Financial Reports and Bill Payments of August 2017. Kyle Miller seconded the motion. The motion was unanimously approved.*

6. Discussion and possible action on recommendation to Council for board member appointment to replace open seat left by John Taverner's passing.

*The Board discussed John Taverner's passing and possible recommendations to Council for EDC Board member appointment to the open seat. The Board discussed the Board member application submitted by William Taverner. Mark McLean moved to recommend to City Council the appointment of William Taverner to the EDC Board of Directors. Kyle Miller seconded the motion. The motion was unanimously approved.*

***The Board asked Consultant Jason Mundo that an agenda item be placed on the October EDC Agenda to discuss and take possible action on adding a new board member to the approved bank signature card. Consultant Jason Mundo said he would add the proposed item to the October agenda.***

7. Discussion and possible action on payment of 50% of Civic Plus invoice for website costs shared with the City of Lorena.

***The Board reviewed the Civic Plus invoice and discussed payment of 50% of the Civic Plus invoice for website costs the EDC has traditionally shared with the City. The invoice covers the time period of FY2017-2018 (10/1/17 – 9/30/18). Kyle Miller moved to approve the payment of 50% of the Civic Plus invoice to the City of Lorena, for a total expenditure in the amount of \$1,531.54 (50% of the \$3,063.08 invoice). Chad Hanson seconded the motion. The motion was unanimously approved.***

8. Discussion and possible action on renewal of IH-35 Billboard Contract with Lamar Advertising.

***The Board discussed renewing the annual billboard contract. Consultant Jason Mundo noted that the proposed contract had not increased in price from last year. The Board noted that the billboard was important to the marketing of the City and the downtown and helped Lorena's existing businesses. Chad Hanson moved to approve the renewal of the IH-35 Billboard Contract with Lamar advertising for the time period of 10/23/17 – 10/21/18 in the amount of \$9,100. Mark McLean seconded the motion. The motion was unanimously approved.***

9. Discussion and possible action on downtown handrails project.

***The Board discussed the downtown handrails project. Mr. Mundo discussed proposed locations of mid-block handrails in the downtown to assist shoppers in climbing the high curbs to reach the storefronts. The Board discussed options and alternatives. The Board discussed how on-street parking could block access to the mid-block handrails. The Board and City Manager Joseph Pace discussed how adding mid-block handrails to the high curb steps would make create a situation where the steps would then become non-compliant with American Disability Association (ADA) standards and that it would not be possible to make the steps ADA compliant without a comprehensive downtown sidewalk reconstruction project that is far outside of the scope and budget of the proposed mid-block handrail project. No action was taken.***

10. Executive Session: ***The Board entered closed Executive Session at 6:48 pm.***

The Lorena EDC Board of Directors will now hold a closed Executive Session meeting pursuant to Section 551.072 of the Texas Government Code, discussion and deliberation regarding real property:

- (1) To deliberate property adjacent to Lorena McBrayer Park.

11. Reconvene to Open Session:  
And take any action necessary as a result of Executive Session.

***The Board Reconvened to Open Session at 7:00 pm. No action was taken.***

12. Update on transfer of Lorena EDC park land properties to City of Lorena.

***Consultant Jason Mundo noted that the City Council had approved the transfer of LEDC park properties to the City for perpetual inclusion in McBrayer Park at their August City Council meeting. Mr. Mundo added that the City had signed the deed of transfer and that once Chairman Anderton signs the deed of transfer the deed can then be recorded at McLennan County. No action was taken.***

13. Update on Lorena TIRZ #1 East

***Mr. Mundo updated the Board on the progress of the Lorena TIRZ #1 East Sanitary Sewer Line project. Mr. Mundo noted that the project was advertised for bidding on September 1 and that contractors were reviewing the bid documents and preparing to bid on the project. Mr. Mundo noted that the contractor pre-bid conference was set for September 13 at City Hall, followed by bid opening on September 26 at City Hall, review of submitted bids September 26-28, recommendation of bid award at the October 2 TIRZ meeting, followed by formal award at October 16 City Council meeting, and construction at the beginning of November. Completion of the construction is scheduled for end of August 2018. Mr. Mundo also updated the Board that the TIRZ and City had signed a developer agreement with a home builder for the extension of a sanitary sewer line and extension of a water line to his proposed 250-single family home residential development north of Rosenthal Road in the former Priest property. Mr. Mundo noted that this property would be voluntarily annexed into the City and added to the TIRZ and that the water line extension and sewer line extension to the property would be completed by the end of 2018 with the first group of homes available for families to move in December 2018/January 2019. No action was taken.***

14. Update on Lorena EDC marketing of Lorena's developable properties at NTCAR 2017 Expo, September 7, 2017.

***Consultant Jason Mundo reminded the Board that the fall trade show season was upon us and that he marketed Lorena's available commercial properties once again at the NTCAR 2017 Expo, September 7, at the Dallas Sheraton Hotel. He added that the event was a busy show attended by many commercial developers, agents, and realtors from all over the State of Texas looking for communities and sites for their client's businesses. Mr. Mundo noted that there was much interest in Lorena and that the progress on the TIRZ sewer line and newly signed agreement for the Loera Home Builders residential development on Rosenthal Road indicated to the commercial entities that Lorena was ready and open for business. No action was taken.***

15. Update on EDC Annual Report

*Consultant Jason Mundo provided the Board with the completed Annual Report which showcases the activities of the Lorena EDC in Fiscal Year 2016-2017. Mr. Mundo noted that it was another busy and successful year for the Board, promoting and assisting in the growth of Lorena's existing and future businesses. No action was taken.*

16. Discussion and possible action on renewal of economic development consultant Mundo and Associates' contract for FY2017- 2018.

*Mark McLean moved to table the discussion of this agenda item to the October EDC meeting. Kyle seconded the motion. The motion was unanimously approved.*

17. Discussion and possible action on FY2017-2018 Budget

*Mr. Mundo presented a proposed EDC Budget for FY2017-2018 to the Board. The Board discussed the proposed budget. No action was taken.*

18. Adjournment

*The Board adjourned at 7:35 pm.*

*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

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David Anderton,  
Board Chairman

Date

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Kelly Yarbrough,  
Board Secretary

Date