

**MINUTES**  
**Taylor Economic Development Corporation**  
**March 30, 2016**

The Board of Directors of the Taylor Economic Development Corporation (TEDC) met in regular session on Wednesday, March 2, 2016, at 5:00 p.m. at Taylor City Hall Council Chambers located at 400 Porter Street, Taylor, Texas.

In attendance:

Kelly Cmerek, Chair	Scott Green, Secretary
Christine Lopez, 1 <sup>st</sup> Vice Chair	Mark Thomas, President/CEO
Joe Burgess, 2 <sup>nd</sup> Vice Chair	Elaine Roznovak, Office Manager
Clark Jackson, Treasurer	Regina Carlson, Project Manager

Guests:

Isaac Turner	
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**Call to Order:** Chair, Kelly Cmerek called the meeting to order at 5:02 p.m. and declared a quorum.

**Citizen Communication:** Cmerek asked for citizen communication and none was presented.

**AGENDA-REVIEW/DISCUSS & CONSIDER ACTION:**

**1. Approve Minutes from March 2, 2016 Board Meeting (Cmerek)**

Cmerek asked if anyone had any corrections or changes to the Minutes.

Christine Lopez moved to approve the March 2, 2016 Minutes as submitted.  
Scott Green seconded the motion; motion passed.

Ayes: 5                      Nays: 0

**2. Discuss and consider accepting February 2016 Financials (Jackson)**

Jackson questioned the \$30,000 marketing expense. Thomas responded that this amount will fluctuate monthly and will begin to decrease as the pipeline fills.

Clark Jackson moved to accept the February 2016 Financials as submitted.  
Joe Burgess seconded the motion; motion passed.

Ayes: 5                      Nays: 0

**3. Election of Officers (Cmerek)**

Clark Jackson made a motion that all board members retain their current officer positions for the 2016 calendar year.  
Scott Green seconded the motion; motion passed.

Ayes: 5                      Nays: 0

**Taylor EDC 2016 Board of Directors:**

*Kelly Cmerek – Chair*  
*Christine Lopez – 1<sup>st</sup> Vice Chair*  
*Joe Burgess – 2<sup>nd</sup> Vice Chair*  
*Clark Jackson – Treasurer*  
*Scott Green – Secretary*

**4. Update on Audit Recommendation (Roznovak)**

Roznovak stated that BrooksCardiel (Auditors) recommended that the following four items be addressed by the Taylor EDC:

- Item #1:** This is a generic disclosure that is put in most recommendations because the organization does not have an “In-House CPA”. No action is needed for this item.
- Item #2:** The “Economic Development Agreements” are now being tracked on a spreadsheet. All agreements and incentives have been updated and are current.
- Item #3:** The Public Funds Investment Act committee has met and decided that no changes will be made to the financial policy.
- Item #4:** An “Accounting Policies & Procedures” manual has been created.

All items have been completed as recommended by BrooksCardiel.

**5. Project Updates (Thomas)**

Thomas announced that the prospective buyer of the Spec Building has chosen another location to move his business. The decision was made that the TEDC would market the sale of the building and would not list with an individual realtor at this time. A commission will be paid to any realtor that will bring and close a qualified deal.

Thomas updated the board about the Fire Suppression matter. He stated that committee meetings are being held to address the current issues.

**6. Personnel Manual (Thomas)**

Thomas requested that this matter be tabled at this time.

The Board of Directors adjourned to Executive Session #1 at 5:39 p.m.

- 7. Executive Session:** The Taylor Economic Development Corporation (TEDC) will conduct a closed/executive meeting pursuant to Texas Government Code, Chapter 551 to discuss or deliberate regarding commercial and/or financial information on business prospects that the TEDC seeks to have locate, stay, or expand in or near the city of Taylor, Texas, and with which the TEDC is conducting economic development negotiations and/or to deliberate the offer of financial or other incentives to the business prospects (Texas Gov't Code, Section 551.087)
- a. Project 1
  - b. Project 2
  - c. Project 3

d. Project 4

The Board of Directors came out of Executive Session #1 at 6:32 p.m.

**8. Open Session:** Consider action from Executive Session #1.

Chair Cmerek stated that there was no action to consider as a result of Executive Session #1.

The Board of Directors adjourned to Executive Session #2 at 6:33 p.m.

- 9. Executive Session:** The Taylor Economic Development Corporation (TEDC) will conduct a closed/executive meeting pursuant to Texas Government Code, Chapter 551 to discuss the purchase, exchange, lease, or value of real property (Texas Gov't Code, Section 551.072)
- a. Solar Farm
  - b. Real Estate Strategies

The Board of Directors came out of Executive Session #2 at 6:58 p.m.

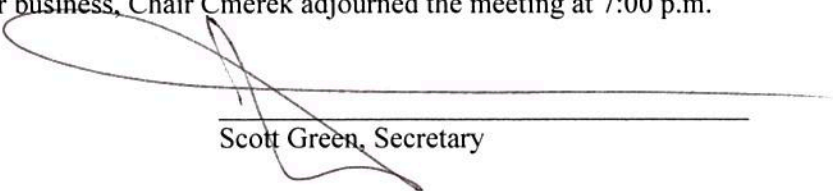
**10. Open Session:** Consider action from Executive Session #2.

Chair Cmerek stated that there was no action to consider as a result of Executive Session #2.

**11. Feedback (Board)**

There was no feedback.

**Adjournment:** There being no further business, Chair Cmerek adjourned the meeting at 7:00 p.m.

  
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Scott Green, Secretary

Attest:

  
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Regina Carlson, Program Manager