



THE CITY OF

# JARRELL

**City of Jarrell  
4A - Type A Economic  
Development Corporation Board  
Special Called Meeting  
Jarrell City Hall Council Chambers  
161 Town Center Blvd. Jarrell, Texas 76537  
Tuesday, February 7, 2023, at 1:30 p.m.**

## MINUTES

Wavne Cavalier, President - **Present**  
Hugh Taylor, Secretary - **Present**  
Dr. Toni Hicks, Member - **Present**

Barrv Crver, Vice-President - **Present**  
Thomas Hertel, Treasurer - **Present**

### **I. CALLED MEETING TO ORDER AT 1:30 P.M.**

- Roll Call

### **II. PUBLIC COMMENTS - NONE**

Those wishing to speak to the Jarrell Economic Development Corporation must complete the sign in sheet prior to the beginning of the meeting. Please wait to be invited to speak and observe the **three-minute** time limit.

#### **Items not listed on the agenda**

An individual may speak; however, the topics presented are considered informational only and may result in placement on a future agenda. No formal discussion or action will be conducted at this time.

#### **Item listed on the agenda**

An individual may speak once the regular agenda item is announced for consideration and/or when the speaker is invited to speak.

### **III. PRESENTATION**

- 3.1 **Presentation of gratitude to outgoing Board Member Tommy Sladeczek by Alderwoman Rusty Bryson and JEDC Director, Traci Anderson.**

### **IV. CONSENT AGENDA ITEMS**

- 4.1 Discussion and possible action on review and acceptance of the JEDCO Special called Board meeting minutes on January 10, 2023.





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- 4.2 Discussion and possible action regarding approval of the following financials:
- 4.2.1 Unaudited JEDC FY 21-22 financials
  - 4.2.2 First quarter JEDC FY 22-23 financials

**Barry Cryer made a motion to approve the consent agenda items as presented. Second by Thomas Hertel. The motion was approved by a unanimous vote.**

V. **REGULAR AGENDA ITEMS**

- 5.1 Update by Interim City Manager, Grace Matlock.

**No formal action taken.**

- 5.2 Discussion and possible action regarding a recommendation to City Council for the amendment of the JEDC By-laws.

**Thomas Hertel made a motion to approve with the annual election of officers to be held at the December meeting. Second by Dr. Toni Hicks. The motion was approved by a unanimous vote.**

- 5.3 Discussion and possible action regarding adopting the Robert's Rules of Order as the official JEDC Board of Directors parliamentary procedures.

**Thomas Hertel made a motion to adopt the Robert's Rules of Order. Second by Barry Cryer. The motion was approved by a unanimous vote.**

- 5.4 Discussion and possible action regarding possible changes to the day and time of the JEDC meetings.

**No formal action was taken for further research.**

- 5.5 Discussion and possible action regarding payment process for check signing, to include approval of up to three signatories to sign checks for the JEDC.

**Thomas Hertel made a motion to table Item 5.5 until next month. Second by Barry Cryer. The motion was approved by a unanimous vote.**

- 5.6 Discussion and possible action regarding the approval of a contract between JEDC and Opportunity Strategies, LLC for an Understanding the Economic Development Process Workshop.





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**Thomas Hertel made a motion to approve the contract. Second by Barry Cryer. The motion was approved by a unanimous vote.**

- 5.7 Discussion and possible action regarding a budget amendment to allocate funds for the Understanding the Economic Development Process Workshop in an amount not to exceed \$3500.

**Hugh Taylor made a motion to approve the budget amendment not to exceed \$3,500.00. Second by Thomas Hertel. The motion was approved by a unanimous vote.**

- 5.8 Discussion and possible action regarding a budget amendment for the JEDC Executive Director to attend the Dare to Lead program hosted by the Jarrell ISD in an amount not to exceed \$800.

**Barry Cryer made a motion to approve the relocation of the funds. Second by Thomas Hertel. The motion was approved by a unanimous vote.**

- 5.9 Discussion and possible action regarding the approval of a 2023 Memorandum of Understanding for Administrative and Professional Services between the City of Jarrell and the Jarrell Economic Development Corporation.

**No formal action was taken for further research.**

- 5.10 Discussion and possible action regarding the approval of a 2023 Facility License Agreement between the City of Jarrell and the Jarrell Economic Development Corporation.

**No formal action was taken for further research.**

- 5.11 Discussion and possible action regarding the JEDC participating in live streaming meetings and paying a portion of the cost to purchase the platform along with the City of Jarrell.

**No formal action was taken for further research.**

- 5.12 Discussion and possible action regarding approval of the JEDC Legislative Agenda for the Texas 88<sup>th</sup> Legislative Session.

**Thomas Hertel made a motion to approve the Legislative Agenda as written. Second by Barry Cryer. The motion was approved by a unanimous vote.**

- 5.13 Discussion and possible action regarding approval of an Engineering Scope of Services for Jarrell entry monument signage.

**Agenda Item 5.13 was pulled from the agenda.**







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**VI. UPDATES**

- Activity update – spreadsheet will be disbursed
- Jarrell Chamber events
  - o Monthly Luncheon: February 15, 11:30 am – 1 pm, Speaker: Larry Gonzales regarding update on the 88<sup>th</sup> Legislature
- City of Jarrell events/news/upcoming meetings
  - o City Council meetings
    - February 28 – EDC will have an update, Presentation by The Retail Coach, TIRZ Board creation
  - o P&Z meetings
    - February 14 – Regularly Scheduled, check for posting
- Jarrell EDC Board
  - o **NEW DATE:** March 7, 2023

**No formal action was taken.**

**VII. FUTURE AGENDA ITEMS**

- IEDC code of ethics
- Travel Policy
- Social Media Policy
- Mid-Year Budget Amendments
- Exec Director 6 month review
- The Retail Coach update/agreement – they will present an update at City Council

**No formal action was taken.**

**VIII. ADJOURNED AT 2:44 P.M.**

**Thomas Hertel made a motion to adjourn. Second by Hugh Taylor. The motion was approved by a unanimous vote.**

**Passed and approved on 7th day of February 2023.**

**CITY OF JARRELL, TEXAS**

  
Wayne Cavalier, President



**Attest:**

  
Traci Anderson, JEDC Executive Director

