



THE CITY OF

# JARRELL

City of Jarrell  
4A - Type A Economic  
Development Corporation Board  
Regular Called Meeting  
Jarrell City Hall Council Chambers  
161 Town Center Blvd. Jarrell, Texas 76537  
Tuesday, July 11, 2023, at 1:30 p.m.

## MINUTES

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

Barry Cryer, Vice-President - Present  
Thomas Hertel, Treasurer - Present  
Traci Anderson, Executive Director - Present

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that the Jarrell Economic Development Corporation will hold a regular board meeting at the date, time, and place noticed above at which time the following matters will be discussed and acted upon. ALL AGENDA ITEMS ARE SUBJECT TO ACTION BY THE BOARD.

1. CALL MEETING TO ORDER at 1:31 PM.
2. ROLL CALL - Quorum Present
3. PUBLIC COMMENTS - None
4. PRESENTATION
  - 4.1. Presentation of gratitude to outgoing Board Member Hugh Taylor. President Wayne Cavalier presented Hugh Taylor with a plaque and thanked him for his 20 years of service to economic development in Jarrell. The Board shared their gratitude.
  - 4.2. Welcome and introduction of new City Manager, Danielle Singh. Executive Director Traci Anderson introduced the new City Manager, Danielle Singh. Mrs. Singh said a few words.





THE CITY OF

# JARRELL

- 4.3. Welcome and introduction of new Jarrell Chamber of Commerce President/CEO, Sherry Smith.  
**Executive Director Traci Anderson introduced the new Chamber President/CEO, Sherry Smith. Ms. Smith said a few words.**

## 5. PUBLIC HEARING

*In accordance with Texas Local Government Code Section 505.159 the Jarrell Economic Development Corporation, a Texas non-profit 4A economic development corporation, will hold a public hearing to receive public comments related to the following projects/expenditures considered by the EDC as follows:*

- 5.1. The Jarrell EDC will hold a public hearing regarding the Jarrell EDC FY 23-24 Budget. **President Cavalier opened the public hearing at 1:37 pm. No comments. The public hearing was closed at 1:38 pm.**

## 6. CONSENT AGENDA ITEMS

*All matters listed under this item are considered to be routine by the Jarrell Economic Development Corporation and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired by any Board Member on any item, that item will be removed from the consent agenda and will be considered separately.*

- 6.1. Approval of the June 13, 2023, Jarrell EDC Regular Board Meeting Minutes.  
**Item was tabled.**

**The Board moved into Executive Session as per minutes below in #9.**

## 7. REGULAR AGENDA ITEMS

- 7.1. Discussion and possible action regarding the Jarrell EDC FY 23-24 Budget.  
**Barry Cryer made a motion to approve the Jarrell EDC FY 23-24 Budget with an amendment to the Auto Expense to reflect an increase to \$12,000. Second by Thomas Hertel. The motion was approved by a unanimous vote.**
- 7.2. Discussion and possible action regarding adopting an Incentive Policy and Application.  
**Executive Director Anderson showed the Board what documents were found regarding Incentive Application and Due Diligence. These will be re-worked and brought back to the Board.**





THE CITY OF

# JARRELL

7.3. Discussion and possible action regarding adopting a Social Media Policy. Executive Director Anderson provided the Board with a Social Media Policy, but explained this was just put together and not vetted by the attorney yet. Dr. Hicks mentioned checking with JISD on what their policy was as well. No action taken. Tabled.

7.4. Discussion and possible action regarding the Jarrell EDC FY 22-23 Mid-Year Budget Amendment. Executive Director Anderson is proposing a \$10,000 budget amendment to cover the cost of a recruitment trip with Wilco EDP. The Board discussed the trip and costs and would like to increase the amount of the amendment to \$20,000.

Thomas Hertel made a motion to reallocate fund in an amount of \$20,000 from the HEDC FY 22-23 budget line item "Projects" to line item "Travel/Training". Second by Barry Cryer. The motion was approved by a unanimous vote.

8. **UPDATES** – Executive Director Anderson gave the following updates.

- MOU and Facility Lease Agreement will be on the August council agenda.
- Monument Signage
- Activity update
- Jarrell Chamber events
  - o No July luncheon
- City of Jarrell events/news/upcoming meetings
  - o City Council meeting
    - July 25
  - o P&Z meetings
    - July 11 and August 8 – Regularly Scheduled, check for posting
- Jarrell EDC Board – The Board discussed the dates of the upcoming Board meetings and decided to cancel August and September, but allowing for a meeting to be called should there be a need.
  - o August 8, 2023
  - o Traci out – July 17-22

9. **ADJOURNED INTO EXECUTIVE SESSION AT 1:48 PM.**

The Jarrell EDC will recess its open meeting and adjourn into Executive Session, pursuant to the Texas Government Code, Chapter 551, to deliberate the following:

9.1. Section 551.074 to deliberate on personnel matters including the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or City of Jarrell employee, to wit: (1) Executive Director.







THE CITY OF

**JARRELL**

**10. RECONVENED INTO OPEN SESSION AT 1:59 PM.**

The Jarrell EDC Board of Directors reconvenes into open session to discuss, consider, and/or take any action necessary related to any of the items noticed for discussion during executive session including by not limited to the following:

10.1. Discussion and possible action regarding the Jarrell EDC Executive Director evaluation, salary, and future goals.  
**No action taken.**


**11. FUTURE AGENDA ITEMS - None**

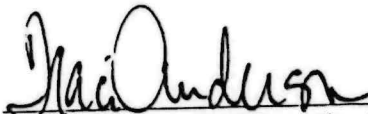
**12. ADJOURNED AT 2:50 PM.**

Passed and approved on this 27th day of September 2023.

CITY OF JARRELL, TEXAS

Attest:

  
\_\_\_\_\_  
Wayne Cavalier, JEDC Board President

  
\_\_\_\_\_  
Traci Anderson, JEDC Executive Director

OF JARR.