



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, June 13, 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

1. CALLED MEETING TO ORDER at 1:30 PM.
• Roll Call - Quorum Present

2. PUBLIC COMMENTS - None

3. CONSENT AGENDA ITEMS

- 3.1. Possible action on review and acceptance of the JEDCO Regular called Board meeting minutes on May 9, 2023.
Thomas Hertel made a motion to approve the consent agenda item as presented. Second by Hugh Taylor. The motion was approved by a unanimous vote.

4. REGULAR AGENDA ITEMS

- 4.1. Discussion and update by Interim City Manager, Grace Matlock.
Ms. Matlock was not in attendance. No update was provided.
- 4.2. Discussion and possible action regarding the adoption of the IEDC Code of Ethics for JEDC staff and Board of Directors.
Dr. Toni Hicks made a motion to adopt the IEDC Code of Ethics as presented. Second by Thomas Hertel. The motion was approved by a unanimous vote.



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4.3. Discussion and possible action regarding FY 23-24 Budget and projects.

Executive Director Anderson presented the budget for review. Anderson explained that the first column was a budget for keeping the conference room at City Hall; the second column was a budget based on some initial figures on moving the EDC to another location. The first column would pull \$300,000 from reserves and the second column would pull \$400,000 from reserves. The Board wanted to move forward with discussions for the second column and see the most recent financials to see where the EDC is currently. Anderson explained a public hearing and approval of the budget to go to city council would be on the next agenda.

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

- MOU and Facility Lease Agreement – these are being reviewed by the new city manager and planned to be brought to council in July
- Activity update – leads were submitted for two projects; Wilco EDP and County are heading up a presence in Korea; several good applicants for the Board replacement came in; monument signage project to be discuss with new City Manager
- ICSC: May 21-23, 2023
- Jarrell Chamber events – Chamber hired a new President/CEO to start in the next week or two.
 - o Monthly Luncheon: June 21, 11:30 am – 1 pm, Speaker: Dave Porter with Wilco EDP
- City of Jarrell events/news/upcoming meetings
 - o City Council meeting
 - June 27
 - o P&Z meetings
 - June 13 – Regularly Scheduled, check for posting
- Jarrell EDC Board
 - o July 11, 2023
 - o Traci out – July 17-22

6. **ADJOURNED INTO EXECUTIVE SESSION AT 2:06 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:

6.1. **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.

7. **RECONVENED INTO OPEN SESSION AT 2:26 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:



7.1. Discussion and possible action regarding the Jarrell EDC Executive Director evaluation, salary, and future goals.

Dr. Hicks made a motion to approve a monthly bonus for June, July, August and September, of \$5,000 per month for the JEDC Executive Director. Second by Barry Cryer. The motion was approved by a unanimous vote.

Thomas Hertel made a motion to increase the Executive Director base salary to \$120,000 in the FY 23-24 budget, which begins October 1, 2023. Second by Hugh Taylor. The motion was approved by a unanimous vote.

FUTURE AGENDA ITEMS

- Social Media Policy
- Incentive Policy / Application
- **The following were added:**
 - o **Outgoing presentation for Hugh Taylor**
 - o **Budget Public Hearing / Adoption**

9. ADJOURNED AT 2:32 PM.

CERTIFICATION

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

CITY OF JARRELL, TEXAS

Attest:

Wayne Cavalier
Wayne Cavalier, JEDC Board President

Traci Anderson
Traci Anderson, JEDC Executive Director

