

**MINUTES OF REGULAR MEETING OF THE
LAMPASAS ECONOMIC DEVELOPMENT CORPORATION BOARD
OF THE CITY OF LAMPASAS, TEXAS
WEDNESDAY, FEBRUARY 19, 2020
JACK CALVERT MUNICIPAL BUILDING BOARD ROOM
302 EAST THIRD STREET
5:30 P.M.**

The Lampasas Economic Development Corporation of the City of Lampasas met in regular session on the above date with President Charlie Pratus, III presiding.

LEDC Members Present:

Steve Hudson
Neal Leavell
TJ Monroe
Roland Schaub (arrived at 5:38 p.m.)
David Millican - Ex-Officio

LEDC Members Absent:

Misti Talbert
Ronnie Vineyard
Bobby Carroll – Ex-Officio

City Staff Present:

Finley deGraffenried, City Manager/Executive Director
Mandy Walsh, Economic Development Director
Vicki Tower, Assistant City Secretary
Frank Ellett, Building Official
Ronnie Withers, Fire Marshal

**REGULAR SESSION
5:30 p.m.**

I. Call to Order

President Pratus called the meeting to order at 5:31 p.m.

II. Open forum for citizen comments and questions (limited to five (5) minutes per person)

There were no citizen comments.

III. Presentation by Mike Cour

Mike Cour was not present, so this item was tabled.

IV. Discussion and possible action regarding Business Park plans from Eckermann Engineering

Derrek Eckermann, with Eckermann Engineering, discussed the Business Park plans with the Board.

Topics of discussion included:

- Abandoned well will be under pavement at main entrance
- Some Hackberry and Mesquite trees will need to be removed according to the list identified in the project

Board member Schaub arrived at 5:38 p.m.

- Could possibly sell 2 lots with county road access – would only need to extend sewer and repair/upgrade the county road
- Engineer's Opinion of Probable Construction Cost – Business Park Improvements - Phase 1 – 95%
 - Total Roadway and Drainage with 10% contingency is \$1,396,272.00
 - Total Wastewater to Support Phase 1 Improvements with 10% contingency is \$279,566.00
 - Total Water to Support Phase 1 Improvements with 10% contingency is \$298,041.00
- Funding options
- Staking roads

It was the consensus of the Board, to get a quote from Rocky Castleberry with Triple C Surveying, for cost of subdivision exhibit and to get estimates from a few local realtors for appraisal of 40-50 acres.

No action was taken.

V. Discussion and possible action concerning approval of the minutes dated January 15, 2020

Board member Leavell moved to approve the minutes as presented. The motion was seconded by Board member Schaub and with a unanimous vote, the motion carried. (Talbert, Vineyard and Carroll absent)

VI. Discussion and possible action regarding creation and adoption of possible grant program to assist in life safety improvements for development projects

Mandy Walsh, Economic Development Director; Ronnie Withers, Fire Marshal; and Frank Ellett, Building Official, discussed with the Board, the creation and adoption of possible grant program to assist in life safety improvements for development projects.

Topics of discussion included:

- Important to see all downtown businesses up to building and fire safety codes
- Insurance savings if buildings have fire suppression systems

- Permitting
- Process for grant program
- Form a review panel consisting of the Fire Marshal, Building Official and two LEDC Members
- For existing commercial buildings only (non-residential; no new construction)
- Fire walls
- Aggregate total of \$20,000.00 and cap individual at \$12,000.00
- Up to 50% cost share with cap
- Reimbursements only
- After City Council approves adoption of the Life Safety Grant Program, remove them from the reviewing process
- Reviewing and awarding applicants will be handled by LEDC

Board member Hudson moved to approve the Life Safety Grant Program as presented and noted. The motion was seconded by Board member Monroe and with a unanimous vote, the motion carried. (Talbert, Vineyard and Carroll absent)

VII. Discussion and possible action regarding updating and/or editing to the LEDC Incentive Guidelines document

Mandy Walsh, Economic Development Director, discussed the LEDC Incentive Guidelines document with the Board.

Board member Leavell moved to approve the LEDC Incentive Guidelines for another two years, expiring May 16, 2022. The motion was seconded by Board member Schaub and with a unanimous vote, the motion carried. (Talbert, Vineyard and Carroll absent)

VIII. Discussion and possible action regarding updating and/or editing the LEDC 2019-2020 Strategic Plan

Mandy Walsh, Economic Development Director, discussed the LEDC 2019-2020 Strategic Plan with the Board.

It was the consensus of the Board to allow Staff to rework the 2019-2020 Strategic Plan goals and then review changes with the Board at the next meeting.

No action was taken.

IX. Update and possible action regarding January Financials

Mandy Walsh, Economic Development Director, reviewed the January Financials with the Board.

No action was taken.

X. Update on the following:

1.) County and LISD Updates

There were no updates on the County due to the absence of Ex-officio member Carroll. David Millican, LISD Ex-officio member, reviewed the following:

- Flu is still impacting attendance
- Two Commissioners up for re-election and are running un-opposed
- State mandated Pre-K program at each Elementary campus will go into effect August 2020
- Athletic Teams doing well

2.) Staff Updates

Mandy Walsh, Economic Development Director, reviewed the following:

- Internet Project – Walsh told the Board that Staff has received the draft from legal counsel on a non-discriminatory pole attachment application for prospective providers to utilize City assets. In addition, Staff is continuing discussions with potential providers and backbone connection.
- Workforce Luncheon – Walsh told the Board that the Workforce luncheon was held on January 31, 2020 and that attendance wasn't quite what they had hoped. Walsh said she will send out the invitations for the next event, to be held possibly in the Fall and on a Thursday instead of a Friday.
- Comprehensive Plan – Staff will meet with Halff Associates team on February 13, 2020 along with the CPAC members, Planning & Zoning Commission, and City Council members, to discuss future land use and transportation.
- Downtown
 - Staff met with Russ Dibble and Chris Oldham to review the LTX structure
 - Downtown merchants hosted their second Ladies' Night on February 6, 2020 and reported an increase in sales and a great turnout
- CDI – Walsh will be attending training at the Community Development Institute March 2-5, 2020. This training is designed to assist in identifying community assets, set goals, encourage collaboration, and respond to a broad range of economic and quality of life issues.
- Branding – Walsh told the Board that she had submitted for the HGTV Home Town Takeover on February 7, 2020 and that the video has seen some positive press. Walsh told the Board that even if Lampasas is not chosen, we will have a great marketing tool (video) to share about our town.
- Retail Coach - Walsh told the Board that we are waiting on the cell phone data report
- Development Dept. – Public Works Director, Rickie Roy, will be overseeing the development process. The Building Department and Planning Zoning personnel will report to him. It is important that everyone is on the same page.

Mike Cour was not present, so President Pratus did not adjourn into Executive Session. President Pratus moved to Item XIII.

XI. Adjourn into Executive Session

EXECUTIVE SESSION

The Board of the Lampasas Economic Development Corporation will meet in closed Executive Session pursuant to the Texas Government Code, Chapter 551, as follows:

1. Section 551.087 (economic development) - (1) to receive and evaluate financial information received from a business prospect, to discuss same, and /or to deliberate regarding commercial or financial information that the LEDC has received from a business prospect that the LEDC seeks to have locate, stay, or expand in or near the city, with which the LEDC is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.
2. Adjourn Executive Session and Reconvene Regular Session.

REGULAR SESSION

XII. Discussion and possible action regarding Executive Session items

XIII. Items that the Board Members may request to be placed on the next agenda

- Strategic Plan
- Business Park

XIV. Adjourn

Board member Hudson moved to adjourn the meeting at 7:52 p.m. The motion was seconded by Board member Schaub and with a unanimous vote, the motion carried. (Talbert, Vineyard and Carroll absent)

PASSED AND APPROVED this _____ day of _____, 2020.

Charlie Pratus III, President

Vicki Tower, Assistant City Secretary