

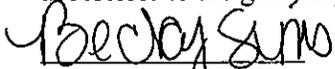
**NOTICE OF REGULAR MEETING OF THE  
LAMPASAS ECONOMIC DEVELOPMENT BOARD  
OF THE CITY OF LAMPASAS, TEXAS  
WEDNESDAY, JULY 19, 2023  
JACK CALVERT MUNICIPAL BUILDING  
302 EAST THIRD STREET  
5:30 PM**

Notice is hereby given that the regular meeting of the Lampasas Economic Development Corporation Board of the City of Lampasas will be held on Wednesday, July 19, 2023 at 5:30 p.m. in the Jack Calvert Municipal Building located at 302 East Third Street, Lampasas, Texas. The Lampasas Economic Development Corporation reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with the attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development)

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

- I. Call to Order
- II. Open forum for citizen comments and questions (limited to five (5) minutes per person).
- III. Discussion and possible action regarding approval of the minutes dated June 21, 2023
- IV. Discussion and possible action regarding Financial Statements and Balance Sheet
- V. Discussion and possible action regarding FY 2023-2024 LEDC Budget
- VI. Discussion and possible action regarding Land Use Regulation and Zoning for the Business Park.
- VII. Update on the following:
  - County Update
  - LISD Update
  - Staff Update
    - TEDC Mid-Annual Conference
    - OU EDI Entrepreneurship and Small Business Development Course
    - Business Park Update
      - i. Business Park Capacity
      - ii. Electrical
      - iii. Alliance Architect
      - iv. Business Prospects
    - Site Selection Agencies
      - i. Angelou Economics
    - Site Visit
    - Solar Eclipse
- VIII. Items that the Board Members may request to be placed on the next agenda.
- IX. Adjourn

I, Becky Sims, City Secretary of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 14 day of July 2023 at 4:45p.

  
Becky Sims, City Secretary

**MINUTES OF REGULAR MEETING OF THE  
LAMPASAS ECONOMIC DEVELOPMENT CORPORATION BOARD  
OF THE CITY OF LAMPASAS, TEXAS  
JACK CALVERT MUNICIPAL BUILDING BOARD ROOM  
302 EAST THIRD STREET  
WEDNESDAY JUNE 21, 2023  
5:30 P.M.**

The Lampasas Economic Development Corporation of the City of Lampasas met in regular session on the above date with President Misti Talbert presiding.

**LEDC Members Present:**

T.J. Monroe  
Sid Ball  
Steve Hudson  
Fin Erwin  
Roland Schaub Arrived at 5:39

**LEDC Members Absent:**

Bobby Carroll-Ex-Officio  
Ryan Shahan

**City Staff Present:**

Finley deGraffenried, City Manager/Executive Director  
Ryan Ward, Assistant City Manager  
Stacey Ybarra, LEDC Director  
Becky Sims, City Secretary  
Lupe Charping, Administrative Secretary

**REGULAR SESSION**

**5:30 p.m.**

**I. Call to Order**

*President Talbert called the meeting to order at 5:32 p.m.*

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

*There were no citizen comments*

**III. Discussion and possible action regarding approval of the minutes dated May 10, 2023.**

*Board member Hudson moved to approve the minutes as presented, the motion was seconded by Board member Monroe and with a unanimous vote, the motion carried. (Shahan absent)*

**IV. Presentation of the LEDC Financial Statements and Independent Auditor's Report for FY22 by Singleton, Clark & Company, PC.**

*Mr. Jack Clark representing Singleton, Clark & Company, PC presented the Financial Statements and Independent Auditor's report for FY22, highlighting the following areas:*

*Financial Statements:*

- *Opinions*
- *Basis for Opinions*
- *Responsibilities of Management for the Financial Statements*
- *Auditor's Responsibilities for the Audit of the Financial Statements*

*LEDC maintains 3-6 months of operating expenses, which is recommended. This shows the financials to be in excellent shape.*

*Capital Assets*

*Increase due to Construction Progress*

*Long-Term Liabilities*

- *Bonds Payable*
  - *Sales Tax Revenue Bonds, Series 2004*
- *Notes Payable*
  - *Note Payable 2015*
  - *Note Payable 2021*

**V. Discussion and possible action regarding Financial Statements and Balance Sheet.**

*Board member Monroe moved to approve the Financials and Balance Sheets as presented, the motion was seconded by Board member Ball and with a unanimous vote, the motion carried. (Shahan absent)*

**VI. Discussion and possible action regarding the LEDC Budget for FY23.**

*Stacy Ybarra, LEDC Director presented the FY 2023 draft budget, She reviewed year end projections, proposed modifications to line items, such as marketing, professional services, and training for this next budget cycle. Without objection from the board, Mrs. Ybarra will be back the final budget for approval at a later meeting.*

**VII. Update on the following:**

- County Update

*Commissioner Carroll was not in attendance to provide updates*

- LISD Updates

*Board member Shahan was not in attendance to provide updates*

- Staff Updates
  - *Texas Economic Development Meeting*
  - *Job Fair*
    - *17 Employers*
    - *50 Job Seekers*
    - *Currently brainstorming ideas to make improvements to next year's event*
  - *Development Checklist*
    - *Staff currently compiling data*
  - *EDA Grant*
    - *Grant writing options/alternatives*
  - *Site Visits (Business Retention Initiative)*
    - *Oil States*
    - *J's Gun Shop*

- Hill Country Radio
  - Ajinomoto
  - Eco Flex
- TEDC Mid-Annual Conference
  - Allen Texas
- Oklahoma State University Economic Development Institute
  - Online classes
    - Classes begin in July
  - In-person classes held at Austin campus in November (meets educational requirement)
- Solar Eclipse
  - Internal meetings
  - Roundtable meeting at Chamber of Commerce
  - Meeting with Ministerial Alliance
  - Working on finalizing quotes for sanitary restrooms and Parking Management Company for 580 Sports Complex.

**VIII. Adjourn into Executive Session**

*Board Member Schaub moved to adjourn into Executive Session at 5:57p.m.; the motion was seconded by Board member Monroe and with a unanimous vote, the motion carried. (Shahan absent)*

**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:

- Section 551.072 (deliberations about real property)- Deliberation concerning the potential purchase, exchange, lease, acquisition, sale and/or value of property.
- 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

**Adjourn Executive Session and Reconvene Regular Session.**

*The board reconvened into regular session at 6:44 pm*

**REGULAR SESSION**

**IX. Discussion and possible action regarding items discussed during Executive Session.**

*Board member Erwin moved to authorize staff to negotiate with business prospects and bring back to board for discussion. The motion was seconded by Board member Ball and with a unanimous vote, the motion carried. (Shahan absent)*

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

*Zoning*

**XI. Adjourn.**

*Board member Hudson moved to adjourn the meeting at 6:46 p.m.; Board member Schaub seconded the motion and with a unanimous vote, the motion carried. (Shahan absent)*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Misti Talbert, President

\_\_\_\_\_  
Becky Sims, City Secretary

## LAMPASAS ECONOMIC DEVELOPMENT CORPORATION – July 23' REPORT

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### Brief Monthly Overview of LEDC - Stacey Ybarra, Economic Development Director

- Attended the TEDC Mid-Annual Conference from June 21-23
- Coordinated a lunch between the Mayor and Oil States for June 22
- Worked with the Jones-Heroy Civil Engineering and the Water and Wastewater Department to determine City water and wastewater capacity for the Business Park
- Attended a meeting with LocalIntel regarding the prospect of retaining their services on June 28
- Attended a meeting with EDOiQ regarding the prospect of retaining their services on June 28
- Attended a meeting with Resimplifi on June 29
- Worked with Moody Analytics and Real Estate Offices regarding available properties for sale or for lease in Lampasas
- Added available properties for sale or for lease to the LEDC website
- Continued to work on updating the LEDC website by updating verbiage and pictures
- Reviewed RFI's from the Governor's Office
- Attended a Development District of Central Texas Meeting on June 6
- Met with a media company regarding a piece about Lampasas on July 7
- Submitted information to Site Selection Agencies across the United States
- Provided an update regarding the Business Park to Council in an executive session
- Attended a meeting with Angelou Economics on July 10
- Attended a meeting with Site Selection Group on July 10
- Attended a meeting with Alliance Architects regarding 3D renderings at no cost for the Business Park on July 11
- Conducted a site visit with Angelou Economics on July 14
- Attended the OU EDI Entrepreneurship and Small Business Development Course on June 12<sup>th</sup> and completed deliverables for Week 1
- Attended a meeting with Brant Martin regarding the Industrial Park on July 11
- Attended a meeting with staff and M&S regarding the progress of the electrical design for the Business Park on June 12
- Attended a meeting with staff and Techline regarding the electric design for the Business Park on July 14
- Attended the 2023 City Council Planning Session on July 17
- Attended a meeting with Grant Works regarding EDA Grants for the Business Park on July 14
- Worked on finalizing the Land Use Regulation and Zoning for the Business Park
- Working on coordinating a group site visit to similar communities
- Attended a site visit with R&K Barbershop on July 13
- Working on coordinating a Veteran Entrepreneur Resource Fair with CTCOG and Texas Veterans Commission
- Working on the LEDC Budget for FY 23'
- Gathered materials and information for potential business prospects
- Attended meetings with potential business prospects
- Worked with City Attorney regarding Open Records Requests
- Coordinated and hosted a Solar Eclipse Business Roundtable on June 26
- Attended Internal Solar Eclipse Meetings
- Worked on getting quotes for sanitary restrooms and a parking management company for the Solar Eclipse

# Lampasas Economic Development Corporation

## Economic Development Matrix

*The Economic Development Matrix is a monitoring and reporting tool designed for both the Economic Development Corporation (EDC) Board and the general public. Its function is to chronicle progress over time based on the indicators selected within the matrix. Monthly data collection for each of these indicators enables the EDC to assess ongoing progress and compare performance benchmarks. The matrix acts as a analytical tool, evaluating various aspects of Lampasas' economic growth and development, including those that do not necessitate incentives or agreements from the EDC. The EDC is committed to best representing Lampasas' growth within this matrix. However, it may not encompass all independent job creations and capital investments added to Lampasas each month.*

	Jun-23	FY2023 Total	Annual Goal	Complete
<b>Leads Received</b>	10	36	100	36%
Business	2	8	-	-
Developer/Broker/Consultant	0	3	-	-
Governor's Office	7	21	-	-
Staff	1	4	-	-
Killeen or Wilco EDP	0	0	-	-
<b>Proposals Submitted</b>	1	4	25	16%
<b>Recruitment Trips</b>	0	0	1	0%
<b>Site Visits</b>	1	8	10	80%
New Visit	1	4	-	-
Repeat Visit	0	4	-	-
<b>Announcements/Project Wins</b>	0	1	3	33%
<b>Jobs Announced</b>	0	20-35	100	20%
<b>Announced Capital Investment Added to tax rolls (in millions)</b>	\$0.00	\$0.70	\$5	14%
<b>Business Retention Visits</b>	3	3	30	10%

\* "Business" leads are those that are received from small to medium sized businesses looking to expand or move to Lampasas.

\* "Staff" leads are those that are received by staff by communicating with businesses.

\* Proposals submitted include RFI's and/or the distribution of detailed information to a qualified business prospect.