

Larry Weber, President
Ben Campbell, Interim Vice President
Linda Dickens, Interim Secretary/Treasurer
Charles Drane, Director
Michael Page, Director
Kurt Herrington, Director
Suzanne Eiben, Director

Lisa Denton, ED Director
Terry Johnson, ED Project Manager



**NOTICE OF MEETING
ECONOMIC DEVELOPMENT BOARD
November 19, 2020
11:30 A.M.
City Hall Council Chambers
504 N Queen St.
Palestine, TX**

Notice is hereby given in accordance with Order of the Governor issued March 16, 2020, the Palestine Economic Development Corporation will conduct its meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the COVID-19. There will be public access to the location described above. All attendees are required to wear a mask or face covering.

Zoom Link:

<https://us02web.zoom.us/j/85334356198?pwd=Wk9haGRYYm1nbWxINjhDQmJ3S3RtZz09>

Meeting ID: 853 3435 6198

Passcode: 889505

One tap mobile

+13462487799,,85334356198#,,,,,0#,,889505# US

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands *6 for toggling mute/unmute and *9 to "raise your hand." [Learn more here.](#)

Follow us live at: facebook.com/palestinetyx/

The public will be permitted to submit public comments electronically as provided by the agenda and as permitted by the presiding officer during the meeting.

A. CALL TO ORDER

B. PROPOSED CHANGES OF AGENDA ITEMS

C. PUBLIC COMMENTS

Members of the public may submit their comments by completing the required Request to Speak form by using the weblink below. All comments submitted by 11:00 a.m., the day of the meeting will be read during the meeting. All comments must be no more than five minutes in length.

<http://cityofpalestinetyx.com/government/city-secretary/policies-forms/request-to-speak/>

D. CONFLICT OF INTEREST DISCLOSURES

E. PUBLIC HEARING

1. Public hearing regarding infrastructure grant, up to \$50,000, to SCC Palestine Partners, LLC, for costs associated with infrastructure extensions related to new commercial development

F. ITEMS FROM BOARD

G. DIRECTOR'S REPORT

H. DISCUSSION AND ACTION ITEMS

1. Consider approval of PEDC minutes dated October 22, 2020
2. Consider approval of October 2020 Financial Statements
3. Discuss and take action regarding downtown grant for First Class Renovations-Craig Allen
4. Discuss and take action regarding roadway repairs to Willow Creek Pkwy
5. Discuss and take action regarding development of Action Plan for PEDC and City of Palestine
6. Discuss and take action regarding the following items associated with PEDC marketing:
 - a. CRM license to manage prospects and support BRE efforts
 - b. Texas Economic Development Connection Program

I. CLOSED SESSION

The Board will go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D.

1. Section 551.071 consultation with attorney: discussion regarding Prospect 1011
2. Section 551.072 deliberation regarding real property: the purchase, sale, exchange, lease, or value of real property:
 - a. Willow Creek Business Park

3. Section 551.087 deliberation regarding Economic Development negotiations:
 - a. Discussion regarding Prospect 1010
 - b. Discussion regarding Prospect 1011
 - c. Discussion regarding Prospect 1012
 - d. Discussion regarding Prospect 1015
 - e. Discussion regarding Prospect 1016

J. **RECONVENE IN REGULAR SESSION**

1. Take any action necessary regarding consultation with attorney: Prospect 1011
2. Take any action necessary regarding real property: Willow Creek Business Park
3. Take any action necessary regarding Prospects:
 - a. Prospect 1010
 - b. Prospect 1011
 - c. Prospect 1012
 - d. Prospect 1015
 - e. Prospect 1016

K. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted at the main entrance of the Palestine Economic Development Corporation located at 100 Willow Creek Parkway, Suite A, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on Monday, **November 16, 2020, at 10:00 a.m.**



Lisa Denton, Economic Development Director

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT therrera@palestine-tx.org or 903-731-8414.



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Public Hearing
Date Submitted: 11/13/2020

SUMMARY:

Public Hearing

RECOMMENDED ACTION:

Public Hearing

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Public Hearing SCC Palestine Partners
Date Submitted: 11/13/2020

SUMMARY:

Public hearing regarding infrastructure grant, up to \$50,000, to SCC Palestine Partners, LLC, for costs associated with infrastructure extensions related to new commercial development

RECOMMENDED ACTION:

Public hearing regarding infrastructure grant, up to \$50,000, to SCC Palestine Partners, LLC, for costs associated with infrastructure extensions related to new commercial development

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: DIRECTOR'S REPORT
Date Submitted: 11/15/2020

SUMMARY:

DIRECTOR'S REPORT

RECOMMENDED ACTION:

DIRECTOR'S REPORT

CITY MANAGER APPROVAL:

Attachments

Director's Report-October



Economic Development Activities-October 2020

Business Climate

- ▶ Broadband financing research and service provider meetings
- ▶ Researched marketing opportunities for FY 2020-21
- ▶ Toured potential land sites/researched PEDC owned property
- ▶ TIRZ opportunity research and report for city
- ▶ Updated properties on PEDC website
- ▶ Created Community Profile for use with RFP responses
- ▶ Lunch meetings with the following:
 - Oncor Area Manager: Brenda Walker
 - Pentecom BRE meeting: Kim Willmott

New Investment

- ▶ Finalized EDPA & Chapter 380 Agreements with PEDC & City for SCC Palestine Partners
- ▶ Finalized EDPA & Chapter 380 Agreements with PEDC & City for Tahwahkaro Distilling Co
- ▶ Finalized Chapter 381 Agreement for County & Overlook Apartments
- ▶ Files Wholesale permitting assistance
- ▶ Meetings with mall developer/Participated in relocation activities for library and college
- ▶ Assisted with parking lot improvements for Chick-Fil-A Grand Opening
- ▶ Meeting with Housing Developer

Administration

- ▶ Continuing Education: TEDC Annual Conference
- ▶ Budget Amendments for FYE2020
- ▶ Participated in the following meetings:
 - CARES Act Funding Planning meeting with city staff
 - PEDC & City Council Joint Meetings
- ▶ Moderated PGR panel for TEDC annual conference:
 - Small Staff EDOs-Maximizing Volunteers and Resources
- ▶ Revisions to PEDC website/Updates/News Stories
- ▶ Issued 60-day Public Notices for approved projects
- ▶ Amended and re-issued Farmers Market RFP

RESULTS

PEDC active leads

4 attraction

0 expansion

0 start up

No. of projects by industry:

3 manufacturing

1 Housing

Source of Leads

1 Broker

1 Direct

Attended regular meetings of the City of Palestine Senior Staff, City Council Work Sessions & Council Meetings, Main Street Advisory Board, Tourism Advisory board, E D Staff



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Consider approval of PEDC minutes dated October 22, 2020
Date Submitted: 11/13/2020

SUMMARY:

Consider approval of PEDC minutes dated October 22, 2020

RECOMMENDED ACTION:

Approval of PEDC minutes dated October 22, 2020

CITY MANAGER APPROVAL:

Attachments

PEDC Minutes 10-22-2020

Larry Weber, President
Ben Campbell, Interim Vice-President
Linda Dickens, Interim Secretary-Treasurer
Michael Page, Board Member
Kurt Herrington, Board Member
Charles Drane, Board Member
Suzanne Eiben, Board Member



Lisa Denton, ED Director
Terry Johnson, ED Project Manager

Minutes from October 22, 2020 Joint Meeting
Palestine Economic Development Board of Directors & City Council

The Economic Development Board convened in a Virtual Joint Meeting on Thursday, October 22, 2020 at 11:45 am, with six PEDC Board members present at Council Chambers: President Larry Weber, Charles Drane, Linda Dickens, Ben Campbell, and Suzanne Eiben present at City Council Chambers. Kurt Herrington joined meeting at 12 noon and stayed for the duration of meeting. Michael Page was absent.

Others present: Economic Development Director Lisa Denton; Interim City Manager, Teresa Herrera; Interim Finance Director, Andrew Sibai; ED Project Manager, Terry Johnson; PEDC Counsel, Chris Nichols; City Attorney Gary Landers; Mayor Steve Presley, Councilwomen Dana Goolsby and Larissa Loveless. Zoom attendees included Councilwoman Vickey Chivers, Mark Fletcher, Streets Director and Felipe Garcia, Public Works Director. Travis James attended via Zoom for the TIRZ portion of the meeting.

A. CALL TO ORDER – With a quorum present, Larry Weber called the PEDC meeting to order at 11:45 am.

B. PROPOSED CHANGES OF AGENDA ITEMS – none

C. PUBLIC COMMENTS – none

D. CONFLICT OF INTEREST DISCLOSURES – None

E. DIRECTOR'S REPORT – Lisa Denton provided the September 2020 report for Economic Development Board member review. Larry Weber welcomed new PEDC Board member Suzanne Eiben.

F. DISCUSSION AND ACTION ITEMS

1. Consider approval of PEDC minutes dated September 22, 2020

Charles Drane made motion to approve minutes; seconded by Linda Dickens; motion carried 5-0.

2. Consider approval of financial statements dated September 2020

Ben Campbell motioned to approve the September 2020 financials as presented; seconded by Linda Dickens; motion carried 5-0.

3. Ratify action regarding confirmation of appointment of McCall, Parkhurst & Horton as Bond Counsel for PEDC by Resolution and authorize President to execute engagement letter, as previously approved by PEDC. Charles Drane made motion to ratify previous approval regarding confirmation of appointment of McCall, Parkhurst & Horton as Bond Counsel for PEDC, and authorize PEDC President to execute engagement letter; seconded by Linda Dickens; motion carried 5-0.

Kurt Herrington, Board Member, arrived at 12:00 p.m.

4. Discuss and take action regarding Broadband Plan for Palestine/Anderson County
After lengthy discussion of broadband options, Charles Drane made motion for PEDC to fund up to \$1,100,000 to support a public-private partnership with Etex Communications; seconded by Ben Campbell; motion carried 6-0. The partnership plan would involve PEDC funding a portion of construction costs, with partial reimbursement made through a revenue sharing agreement with Etex, at an agreed upon percentage. Staff is to research financing options and report back to board.
5. Discuss and take action regarding the following PEDC Performance Agreements:
 - a. Economic Development Performance Agreement, Deed of Trust and Promissory Note with Tahwahkaro Distilling Company
Ben Campbell made motion to approve the EDPA as presented; seconded by Charles Drane; motion carried 6-0.
Linda Dickens made motion to approve the Deed of Trust and Promissory Note; seconded by Ben Campbell; motion carried 6-0.
 - b. Economic Development Performance Agreement with SCC Palestine Partners
Linda Dickens made motion to approve the EDPA as presented; seconded by Ben Campbell; motion carried 6-0.
6. Discuss and take action regarding establishment of TIRZ
PEDC Board approved \$45,000 for TIRZ professional services in the 9-22-20 meeting. Additional information regarding the creation of a potential TIRZ was shared with Council. Council determined there was no interest in the creation of a TIRZ at this time.
7. Discuss and take Action regarding the following items related to Palestine Economic Development Corporation:
 - a. PEDC By-Laws– PEDC Counsel, Chris Nichols, shared that while working on a request from the previous city finance director to update the administrative agreement, he took the opportunity to review the current By-Laws of PEDC, to ensure alignment with the new agreement. He found a few areas of concern, in that the current structure does not follow some requirements of the statute for a Type B Corporation, and criteria associated with a non-profit. After discussion with both the PEDC Board and City Council, direction was given to PEDC Counsel to create necessary amendments and bring back for review and approval.
 - b. Administrative Agreement between PEDC and City of Palestine – in conjunction with above, PEDC Counsel is to create an updated agreement that corresponds with the current structure.

G. CLOSED SESSION – 1:51 pm

The Board will go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D.

1. Section 551.072 deliberation regarding real property; the purchase, sale, exchange, lease, or value of real property:
 - a. Possible lease of 100 Willow Creek Parkway, Suite A-1
 - b. Possible purchase of real property
 - c. Value/possible sale of real property
 - d. Palestine Mall

H. RECONVENE INTO REGULAR SESSION – 2:44

- 1a. Take any action necessary regarding possible lease of Willow Creek Pkwy., Ste A-1
Ben Campbell made motion to allow Palestine Police Department access to the space, with no charge for monthly lease, seconded by Linda Dickens; motion carried 6-0
- 1b. Take any action necessary regarding possible purchase of real property – no action
- 1c. Take any action necessary regarding value/possible sale of real property
Linda Dickens made motion to sell the 160 +/- acres of land at the south end of Willow Creek Business Park; seconded by Charles Drane; motion carried 6-0

1d. Take any action necessary regarding Palestine Mall – no action

I. ADJOURNMENT – 2:45 pm

PEDC Board President, Larry Weber	Date	Time
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PEDC Project Manager, Terry Johnson	Date	Time
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Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Consider approval of October 2020 Financial Statements
Date Submitted: 11/13/2020

SUMMARY:

Consider approval of October 2020 Financial Statements

RECOMMENDED ACTION:

Consider approval of October 2020 Financial Statements

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020

To: Palestine Economic Development Corporation

From: Lisa Denton, Economic Development Director

Agenda Item: Discuss and take action regarding downtown grant for First Class Renovations-Craig Allen

Date Submitted: 11/15/2020

SUMMARY:

Discuss and take action regarding downtown grant for First Class Renovations-Craig Allen

RECOMMENDED ACTION:

Discuss and take action regarding downtown grant for First Class Renovations-Craig Allen

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Discuss and take action regarding roadway repairs to Willow Creek Pkwy
Date Submitted: 11/15/2020

SUMMARY:

Discuss and take action regarding roadway repairs to Willow Creek Pkwy

RECOMMENDED ACTION:

Approval of roadway repairs to Willow Creek Pkwy

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020

To: Palestine Economic Development Corporation

From: Lisa Denton, Economic Development Director

Agenda Item: Discuss and take action regarding development of Action Plan for PEDC and City of Palestine

Date Submitted: 11/13/2020

SUMMARY:

Discuss and take action regarding development of Action Plan for PEDC and City of Palestine

RECOMMENDED ACTION:

Discuss and take action regarding development of Action Plan for PEDC and City of Palestine

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020

To: Palestine Economic Development Corporation

From: Lisa Denton, Economic Development Director

Agenda Item: Discuss and take action regarding the following items associated with PEDC marketing

Date Submitted: 11/13/2020

SUMMARY:

Discuss and take action regarding the following items associated with PEDC marketing

- a. CRM license to manage prospects and support BRE efforts
- b. Texas Economic Development Connection Program

RECOMMENDED ACTION:

Discuss and take action regarding the following items associated with PEDC marketing:

- a. CRM license to manage prospects and support BRE efforts
- b. Texas Economic Development Connection Program

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Section 551.072 deliberation regarding real property
Date Submitted: 11/13/2020

SUMMARY:

Section 551.072 deliberation regarding real property: the purchase, sale, exchange, lease, or value of real property:

a. Willow Creek Business Park

RECOMMENDED ACTION:

Section 551.072 deliberation regarding real property: the purchase, sale, exchange, lease, or value of real property:

a. Willow Creek Business Park

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Take any action necessary regarding consultation with attorney
Date Submitted: 11/13/2020

SUMMARY:

Take any action necessary regarding consultation with attorney

RECOMMENDED ACTION:

Take any action necessary regarding consultation with attorney

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Take any action necessary regarding real property: Willow Creek Business Park
Date Submitted: 11/13/2020

SUMMARY:

Take any action necessary regarding real property: Willow Creek Business Park

RECOMMENDED ACTION:

Take any action necessary regarding real property: Willow Creek Business Park

CITY MANAGER APPROVAL:



Agenda Date: 11/19/2020
To: Palestine Economic Development Corporation
From: Lisa Denton, Economic Development Director
Agenda Item: Take any action necessary regarding Prospects:
Date Submitted: 11/13/2020

SUMMARY:

Take any action necessary regarding Prospects:

- a. Prospect 1010
- b. Prospect 1011
- c. Prospect 1012
- d. Prospect 1015
- e. Prospect 1016

RECOMMENDED ACTION:

Take any action necessary regarding Prospects:

- a. Prospect 1010
- b. Prospect 1011
- c. Prospect 1012
- d. Prospect 1015
- e. Prospect 1016

CITY MANAGER APPROVAL:
