

**MINUTES OF REGULAR MEETING**  
BOARD OF DIRECTORS OF THE CITY OF EMORY DEVELOPMENT CORPORATION  
**FEBRUARY 8, 2023**

The Regular Meeting of the City of Emory Development Corporation was called to order at 11:35 AM in the EDC Board Room located at 329 N. Texas St., Emory, TX 75440 on February 8, 2023.

**Board members present:** Cay House, Ben Wedeking, Trey Hill, Don Spencer, Jim Mack Taylor, Jason Rolan

**Board members not in attendance:** Karen Young

**Staff present:** EDC Executive Director – Leah Drown

**City Staff:** Finance Director – Samantha Gibby, City Secretary – Donna Raper, City Administrator – Angie Allen

**Guest:** Dennis Treadgill

**Opening Prayer:** Jason Rolan

**Public Hearings:**

Leah Drown presented the Incentives Proposal for Dream Big Productions INC., DBA Twigs project. The proposal included gifting 3.18 acres in the Emory Business Park to build a new showroom and warehouse. It also included reimbursement of city permits; building, CO, and sign up to \$1,300, reimbursement for water and sewer taps up to \$3,000, and reimbursement for civil engineering for project up to \$4,000. Cash incentives including groundbreaking \$3,000, grand opening \$3,000, 1 year anniversary \$5,000, 2 year anniversary \$4,000, 3 year anniversary \$3,000. Leah also requested to present tax abatement to the City of Emory for 5 years 100%, 80%, 60%, 40%, and 20%. No public comments were made.

Leah Drown gave brief description regarding the Incentive Proposal for Ratliff Bookkeeping & Tax Service LLC. She discussed they were relocating in hopes to be more visible and have a larger space to grow her business. Leah explained that there were 3 current signs that would need changed out. She also explained the intent was to sublease some of the extra offices. The proposal was a signage and façade grant for reimbursement up to \$4,000. No public comments were made.

Leah Drown gave brief description regarding the Incentive Proposal for Venue 101. The proposal was a signage and façade grant for reimbursement up to \$2,000. No public comments were made.

Leah Drown gave brief description regarding the Incentive Proposal for JBA Trailers LLC. The proposal was a signage and façade grant for reimbursement up to \$800. No public comments were made.

**Consent Agenda:**

The minutes from January 4<sup>th</sup> were unanimously approved, on a motion made by Jim Mack Taylor, seconded by Ben Wedeking.

**Items for consideration and/or action:**

- A. Financials were reviewed by Samantha Gibby. Motion made to approve financial report by Jim Mack Taylor, seconded by Trey Hill, all were in favor.

- B. The EDC board reviewed the following proposed incentives:
- a. The EDC board reviewed the proposed incentives for Dream Big Productions INC., DBA Twigs project, motion was made by Jim Mack Taylor, seconded by Jason Rolan to accept all proposed incentives as written in the packet with the addition of an Economic Incentive Agreement signed by Owners. Cay House will sign all legal documents for EDC. Trey Hill will sign all legal documents for City of Emory. Trey Hill made a suggestion that all new construction incentivized projects have 6 months to break ground and substantial completion in 12 months from time of the performance agreement. No further discussion was made, Ben Wedeking abstained, and all were in favor, motion passed.
  - b. The EDC board reviewed the proposed incentives for Ratliff Bookkeeping & Tax Service LLC project, motion was made by Ben Wedeking, seconded by Don Spencer to accept all proposed incentives as written in the packet with the addition of an Economic Incentive Agreement signed by Owners. Cay House will sign all legal documents for EDC. Trey Hill will sign all legal documents for City of Emory. No further discussion was made, all were in favor, motion passed.
  - c. The EDC board reviewed the proposed incentives for Venue 101 project, motion was made by Jim Mack Taylor, seconded by Jason Rolan to accept all proposed incentives as written in the packet with the addition of an Economic Incentive Agreement signed by Owners. Cay House will sign all legal documents for EDC. Trey Hill will sign all legal documents for City of Emory. No further discussion was made, all were in favor, motion passed.
  - d. The EDC board reviewed the proposed incentives for JBA Trailers LLC project, motion was made by Jim Mack Taylor, seconded by Jason Rolan to accept all proposed incentives as written in the packet with the addition of an Economic Incentive Agreement signed by Owners. Cay House will sign all legal documents for EDC. Trey Hill will sign all legal documents for City of Emory. No further discussion was made, all were in favor, motion passed.
- C. Item "C" was a typo and removed from agenda. No board discuss or vote was needed.

**Directors Report:**

- A. Leah introduced Catherine Kleinmeier as the new EDC Administrative Assistant. Catherine spoke briefly and thanked the board for the opportunity and gave a quick account of her past work experience and qualifications.
- B. Leah updated the board on Hunt Regional and One Rock's Urgent care project. She informed the board that the lease agreement has been signed by all parties and showed a drawing of the new approved plans.
- C. Leah told the board that she has found someone to bid and design the mural on Ivan Smith's building off of hwy 19. She is now waiting on a quote and design.

- D. Leah and Ben Wedeking described the issues with large trucks running over curbs, water meters, mailbox and landscaping at the business park. They explained to the board that they felt as though some type of turnaround needed installed at the end of Enterprise Blvd. Leah told the board that she would like to proceed with an engineered plan.
- E. Leah presented to the board that she would like to offer an EDC loan to business in need at a 1% interest rate above TexStar's current rate. The money can then be loaned out of TexStar funds and paid back to TexStar. The loan will follow the same requirements as the USDA RLF.
- F. Leah told the board that Southern Back Porch Boutique will be going out of business in May 2023.
- G. Leah updated the board on the Otis instrument loan and told them the loan has been cancelled and interest of approximately \$400 was paid by the EDC. Otis Instruments will be paying the EDC back for the interested acquired.

Cay House adjourned meeting at 12:48 PM.

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Cay House, President