

**Written Minutes for the  
Elmendorf Economic Development Corporation  
Held on June 18, 2020  
6:00 PM  
Elmendorf City Hall  
8304 FM 327  
Elmendorf, Texas 78112**

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At any time during the Board of Directors Meeting, the Board may meet in executive session for consultation concerning attorney-client matters (real estate, litigation, contracts, personnel, and security).

**I. The Board of Directors will convene for a meeting at the Elmendorf City Hall at 6:00 pm June 18, 2020.**

**Call to Order**

The meeting is called to order at **6:01 PM** by Director Manuel Decena.

**Pledge of Allegiance**

**Roll Call**

Board Director Place 1	Cody Dailey – Treasurer	Present
Board Director Place 2	Manuel Decena – President	Present
Board Director Place 3	Tommy Hicks	Present
Board Director Place 4	Elsa Martinez – Secretary	Present
Board Director Place 5	Laura Wright-Wallace	Absent
Board Director Place 6	Peggy Stephens – Vice President	Present
Board Director Place 7	Michael Hyatt	Present

Also, present City Secretary Roxanne De Leon, City Attorney Mike Guevara, City Engineer Garry Montgomery and Chief Marco Pena.

**Citizens Participation**

**No citizens for participation.**

**II. General Business – Individual Consideration**

1. Adoption and approval of the EEDC meeting minutes from January 16, 2020.

Director Hicks motions to approve the meeting minutes from January 16, 2020. Director Dailey seconds and a vote is called.

<u>Yay</u>	<u>Nay</u>	<u>Abstain</u>
Director Dailey		
Director Decena		
Director Hicks		
		Director Martinez
		Director Stephens
Director Hyatt		

The motion to approve the meeting minutes from June 18, 2020 is passed on a majority vote with four (4) directors in favor and two (2) directors abstained. Director Stephens and Director Martinez abstained as they were not present at the meeting.

2. Discuss and possible action regarding reimbursement of permit fees to ESD #10 for the construction of their new fire station.

Director Stephens, Decena, and Hicks voice their support in the reimbursement of the permit fees as they feel this would encourage bringing new businesses to the community. Director Wright-Wallace entered the room at 6:07 PM but her connection drops shortly afterwards.

Director Hicks motions to approve the reimbursement of permit fees at \$12,470.00 to ESD #10 for the construction of their new fire station. Director Stephens seconds and a vote is called.

Yay	Nay	Abstain	Uncounted
Director Decena Director Hicks			Director Dailey
Director Stephens			Director Martinez Director Wright-Wallace
			Director Hyatt

The motion to approve the reimbursement of permit fees at \$12,470.00 to ESD #10 for the construction of their new fire station is passed as a unanimous vote with all seven (7) directors in favor but each directors vote was not accounted for. This item is later revisited.

Director Wright-Wallace reconnects to meeting at 6:10 PM after this item vote.

3. Discuss and possible action regarding the amendment of the Elmendorf EDC budget for fiscal year 2019-2020 to include previously approved purchase of city park land from the East Central ISD as well as accommodating final bids for restroom project.

Director and treasurer Cody Dailey presents an amended budget with four potential changes. The sales tax revenue has been adjusted downward due to Halliburton closure, the granting of funds to the City of Elmendorf for the purchase of the city park land in the amount of \$176,945.20, an additional \$13,000.00 in case the refund of permit fees was approved to ESD #10, and an amendment to the capital acquisitions budget for the restroom at the park based on the lowest bidder. The EEDC had budgeted \$95,000.00 and \$20,000.00 on the septic but the lowest bid came in all-inclusive at \$148,029.66. Therefore, the capital acquisition budget is proposed to increase by the amount of \$33,029.66.

Director Stephens motions to amend the Elmendorf EDC budget for fiscal 2019-2020 to include previously approved purchase of city park land from the East Central ISD as well as accommodating final bids for restroom project. Director Hicks seconds and a vote is called.

Yay	Nay	Abstain
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Director Dailey  
 Director Decena  
 Director Hicks  
 Director Martinez  
 Director Wright-Wallace  
 Director Stephens  
 Director Hyatt

The motion to amend the Elmendorf EDC budget for fiscal 2019-2020 to include previously approved purchase of city park land from the East Central ISD as well as accommodating final bids for restroom project is passed on a unanimous vote with all seven (7) directors in favor.

City Secretary Roxanne De Leon announces Director Wright-Wallace wishes to revisit Item #2 as her connection had dropped during discussion. Director Wright-Wallace feels the fire department would be “double-dipping” from the reimbursement as they are receiving taxpayer money for their project. She would like her vote to be recorded as nay for that item. City Attorney Mike Guevara advises Director Decena to record nays and yays from each director when taking votes.

4. Discuss and possible action on the selection of a contractor to accomplish the city park restroom project.

Director Stephens motions to select ALP, LLC at \$148,029.66 for the construction of the city park restroom project for the base bid and both alternates. Director Hicks seconds and a vote is called.

Yay	Nay	Abstain
Director Dailey		
Director Decena		
Director Hicks		
Director Martinez		
Director Wright-Wallace		
Director Stephens		
Director Hyatt		

The motion to select ALP, LLC at \$148,029.66 for the construction of the city park restroom project for the base bid and both alternates is passed with a unanimous vote with all directors in favor.

Director Dailey refers back to Item #2, stating he would like to clarify his vote as a nay as well. Director Hyatt concurs with Wright-Wallace and Dailey, stating his vote was not formally taken and he had wished to vote nay. City Attorney Mike Guevara advises the EEDC they will have to recall the item and vacate the vote.

Director Wright-Wallace motions to vacate the original vote on Item #2. Director Hyatt seconds and a vote is called.

Yay	Nay	Abstain
Director Dailey		
Director Decena		
	Director Hicks	

Director Martinez  
Director Wright-Wallace

Director Stephens

Director Hyatt

The motion to vacate the original vote on Item #2 is passed on a majority vote with five (5) directors in favor and two (2) against.

Revisited Item #2: Discuss and possible action regarding reimbursement of permit fees to ESD #10 for the construction of their new fire station.

Director Dailey states the city has spent quite a bit of funds on the engineering fees, surveying fees, legal fees, and the land was donated to ESD #10. Chief Bobby Hogan understands and states there was miscommunication or a misunderstanding that permit fees were not going to be charged by the city. The fees accumulated were not accounted for in the budget for the fire station project so this will put them at a loss. Chief Hogan states they greatly appreciate all the city has done. Director Wright-Wallace feels it is not the place for the economic development corporation to pay for the fire station project when they are already receiving taxpayer money. Further research should have been done when planning this project.

Director Stephens motions to reimburse the \$12,470.00 in permit fees for the construction of the ESD #10 fire station. Director Hicks seconds and a vote is called.

Yay	Nay	Abstain
	Director Dailey Director Decena	
Director Hicks	Director Martinez Director Wright-Wallace	
Director Stephens	Director Hyatt	

The motion to reimburse the \$12,470.00 in permit fees for the construction of the ESD #10 fire station fails with two (2) directors in favor and five (5) against.

### III. Adjournment

Director Hicks motions for adjournment of the EEDC Meeting. Director Stephens seconds, and a vote is called.

Yay	Nay	Abstain
Director Dailey Director Decena Director Hicks Director Martinez Director Wright-Wallace Director Stephens		

Director Hyatt

The motion to adjourn the EEDC Board of Directors Meeting is passed on a unanimous vote with all seven (7) directors in favor.


EEDC Meeting is adjourned at:

**6:52 PM**

The minutes were passed and approved on:

**September 3, 2020**

  
\_\_\_\_\_  
*President Manuel Decena*

Attest:  
  
\_\_\_\_\_  
*Secretary Elsa Martinez*