



**NOTICE OF REGULAR MEETING
GONZALES ECONOMIC DEVELOPMENT CORPORATION
CITY OF GONZALES MUNICIPAL BUILDING
820 ST JOSEPH STREET
GONZALES, TEXAS 78629
JANUARY 23, 2023, 6:00 PM
MEETING MINUTES**

1. Call to Order-President Ken Morrow called the meeting to order at 6:00pm.
2. Invocation and Pledge of Allegiance-President Ken Morrow lead both the invocation and the Pledge of Allegiance.

3. Roll Call and Certification of Quorum

Board Members Present:

Ken Morrow, President

Dan Blakemore, Director

Dr. Elmer Avellaneda, Secretary

Ryan Lee, Director

Rafe Jackson, Treasurer

Board Members Absent:

Chris Brunken, Vice President

Melissa Cowey, Director

Staff Participating:

Tim Crow, City Manager

Tiffany Hutchinson Padilla, Main Street Director

Jennifer Kolbe, EDC Director

Alexis Cerda, EDC Administrative Assistant

4. Petitions or Request from the Public-There were none.
5. Discussion and possible action approving the minutes for the December 19, 2022, meeting. Dan Blakemore made a motion to approve the minutes as written. Ryan Lee seconded the motion. A poll vote was taken, the motion passed unanimously.

6. Discussion regarding the monthly financial report(s) for December 2022-there were no questions regarding the monthly financial report, the financials will be filed for audit.
 - a. Balance Sheet
 - b. Financial Statement
 - c. Bank Reconciliation
 - d. Sales Tax
7. Discuss, consider, and possible action regarding Gonzales Economic Development Corporation Executive Director evaluation. City Manager Tim Crow handed out an evaluation form to each present board member in regard to the Executive Director's annual evaluation. City Manager Crow stated that he would like to have the forms back by Monday January 30, 2023, and he would be emailing the forms to the two board members who were not present during the meeting. No action was taken.
8. Discuss, consider, and possible action regarding an amendment to agreement with 925 Oilpatch Ln-Remschel Customs. President Ken Morrow made the comment that the extension request is due to supply shortages that have been out of the owners hands, the owners are not asking for more money, just more time. EDC Director Jennifer Kolbe also made the board aware that if this amendment was not approved the owners would potentially be in default of their agreement resulting in them not being eligible for reimbursement. Ryan Lee made a motion to approve the amendment to agreement. Dr. Elmer Avellaneda seconded the motion. A poll vote was taken, the motion passed unanimously.
9. Discuss, consider, and possible action regarding a street Pavement Condition Assessment. GEDC Director Jennifer Kolbe stated that the GEDC will do a Request for Qualifications (RFQ) for this PCA and the PCA will give the City direction and a plan for street improvements that need to happen throughout the city. Director Kolbe also stated that with this PCA the GEDC can identify streets in the industrial park or business park that the EDC can legally fund, giving the City the opportunity to use their funds towards residential streets that are in need of repair. Dan Blakemore made a motion to approve the RFQ. Ryan Lee seconded the motion. A poll vote was taken, the motion passed unanimously.
10. Discuss, consider, and possible action regarding renewing contract with Insyteful, LLC for website services. Dan Blakemore made a motion to approve the basic services contract with Insyteful, LLC contingent upon receiving quarterly reports on updates or changes made to the site and analytics. Rafe seconded the motion. A poll vote was taken, the motion passed unanimously.
11. Discuss, consider, and possible action regarding a request from Main Street for a budget amendment to FY 2022-23 Budget. Main Street requested the budget amendment due to two grants that were approved during the 2021-22 FY not being completed and paid out before September 30, 2022, and therefor were paid out of the 2022-23 FY budget. These grants being paid out of the 2022-23 FY budget has put Main Street commitments over budget by \$16,178.26 for 2022-23 FY. The budget amendment is to bring the total line-item balance for 7-700.718 to

\$172,178.26 for the 2022-23 FY. Ryan Lee made a motion to approve the budget amendment as written. Dr. Elmer Avellaneda seconded the motion. A poll vote was taken, the motion passed unanimously.

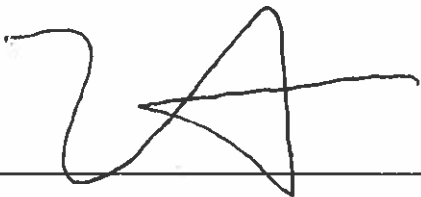
12. Presentation of the Q4 Main Street Report. Main Street Director Tiffany Hutchinson-Padilla gave a report on the activities, business closures, vacant or underutilized building, and volunteer hours that Main Street documented within the fourth quarter of the fiscal year. A copy of this report is available in the EDC office upon request. No action was taken.
13. Discussion regarding potential incentives to fund improvements in the Main Street District for housing. Dan Blakemore recommended that the GEDC gets the city engineer, City Manager, and fire marshal involved to see what would it take to get sprinkler systems in downtown buildings to support this. President Ken Morrow stated that he and Director Jennifer Kolbe will get with these individuals to see what the water and power needs are to further discuss the potential for incentives for downtown housing. No action was taken.
14. Goal Planning for FY 2022-23. Dan Blakemore stated that the GEDC is already making headway on a number of the items listed on the goal spreadsheet and made a recommendation to use this document as a working document for the 2022-23 FY. Ryan Lee made a motion to approve the goal spreadsheet document as a working document for the 2022-23 FY. Dr. Elmer Avellaneda seconded the motion. A poll vote was taken, the motion passed unanimously. A copy of this document is on file in the GEDC office and is available upon request.
15. Discussion regarding Board Member projects. President Ken Morrow stated that if any board members felt that any project listed on the goal spreadsheet or discussed at the meeting tonight were of any interest to them and who felt as if they would want to take the lead on the project and seeing it through to let him, Ken Morrow, or EDC Director Jennifer Kolbe know.
16. Updates from the Executive Director:
 - a) Lynn Theater-EDC Director Jennifer Kolbe stated that the Memorandum of Right of Repurchase documents is a document that is necessary in the sell due to City Council wanting to add a stipulation that the City of Gonzales will have a right to repurchase should the GEDC decide not to exercise their right of repurchase. Dan Blakemore made a motion to approve the document as written. Dr. Elmer Avellaneda seconded the motion. A poll vote was taken, the motion passed unanimously.
 - b) 2521 Harwood Road-EDC Director Kolbe updated the board on City Council approving the change order for Doucet and Associates, LLC regarding the 2521 Harwood Rd property and rezoning. Director Kolbe stated there would be a meeting on January 31st to discuss next steps for the project.
 - c) Sidewalk Grant-EDC Director Jennifer Kolbe stated that the sidewalk project has begun and that it would be completed by the end of April of 2023. Director Kolbe also stated that she and Main Street Director Tiffany Hutchinson-Padilla had a stakeholder meeting

with the building owners on St James Street regarding the sewer pipe issue. Director Kolbe stated that three of the business owners who were present at the meeting stated they would pay to have their sewer pipe stubbed out to the street during the sidewalk remodeling.

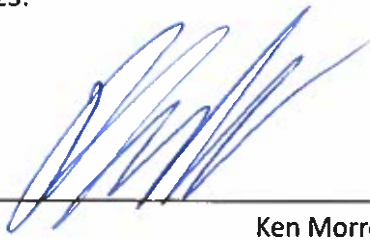
- d) Airport Expansion Plan-there was no update. The plan is still at the FAA level.
- e) Memorial Museum-the project is coming in under budget and on time. The city will be using the left-over funds to make additional improvements at the museum that falls in the same scope of work.
- f) Gateway Sign Project-EDC Director Jennifer Kolbe directed the board members to view the two sign inventory maps in their packets. Director Kolbe stated that the maps were of all the signs we have in town for the historic homes tour and wayfinding signage. City Manager Tim Crow requested that the GEDC hold off on any new signage design decisions and stated that he is planning to have a meeting with a large group of individuals who are interested in being a part of designing the new wayfinding signage.

17. Adjourn. Ryan Lee made a motion to adjourn the meeting. Dan Blakemore seconded the motion. The meeting adjourned at 7:46pm.

PASSED AND APPROVED THE 27th day of FEBRUARY 2023.



Dr. Elmer Avellaneda, Secretary



Ken Morrow, President