

**MINUTES OF THE  
ECONOMIC DEVELOPMENT CORPORATION  
APRIL 3, 2008**

**ITEM #1 CALL TO ORDER**

Terry Bussell called the meeting to order at 8:00 a.m. on Thursday, April 3, 2008 in the Vivian Cockburn Municipal Building.

**ITEM #2 ROLL CALL**

Those present were Chris Norwood, Martha Neilson, Gary Morris and Terry Bussell.

**ITEM #3 CONSIDER AND ACT ON APPROVAL OF THE AUGUST 16, 2007 MINUTES.**

Martha Neilson moved to approve the August 16, 2007 minutes. Motion seconded by Gary Morris. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #4 TREASURER'S REPORT.**

Treasurer Martha Neilson reported that the EDC had a balance of \$53,884.74 in TexPool.

**ITEM #5 REVIEW THE ECONOMIC DEVELOPMENT CORPORATION BYLAWS.**

Codi Delcambre, Town Secretary for the Town of Argyle addressed the board noting some conflicting sections of the EDC Bylaws. It was agreed that this would be addressed at the next regular session.

**ITEM #6 CONSIDER AND ACT ON REMOVAL OF MELISSA WHITLOCK FROM THE EDC BOARD.**

Terry Bussell moved to remove Melissa Whitlock from the EDC Board. Motion seconded by Chris Norwood. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #7 CONSIDER AND ACT ON RESIGNATION OF SHAWN WILKINSON AS AN EDC BOARD MEMBER.**

Martha Neilson moved to table this item until speaking to Shawn Wilkinson regarding serving as an advisory board member. Motion seconded by Chris Norwood. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #8 CONSIDER AND ACT ON APPOINTING NEW MEMBERS TO THE ECONOMIC DEVELOPMENT CORPORATION BOARD.**

Martha Neilson moved to appoint Codi Delcambre to the EDC Board. Motion seconded by Gary Morris. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #9 CONSIDER AND ACT ON APPOINTING NEW OFFICERS TO THE EDC BOARD.**

Terry Bussell moved to appoint Martha Neilson as Treasurer and Jayne Howell as Secretary. Motion seconded by Chris Norwood. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

Martha Neilson moved to appoint Terry Bussell as President. Motion seconded by Chris Norwood. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

Gary Morris moved to appoint Chris Norwood as Vice President. Motion seconded by Martha Neilson. Mr. Norwood did not wish to serve in the position at this time and asked that this be addressed at the next meeting. Motion withdrawn by Gary Morris.

**ITEM #10 CONSIDER AND ACT ON ISSUING BUDGETED FUNDS TO THE PARK BOARD.**

Terry Bussell moved to transfer funds budgeted in the FY2007-08 EDC Budget to the General Fund Parks & Recreation line item. Motion seconded by Chris Norwood.

City Secretary, Sheri Clearman stated that it was her understanding that these funds were budgeted contingent on the Park Board receiving a grant and they were to be used as a contribution to cash match. Ms. Clearman also stated that these funds were currently drawing a higher interest in the EDC Texpool account and if transferred would draw very little interest. Chris Norwood voiced his concern on whether the funds would still be available in September when the grant decision is to be made. He was made aware that the EDC Budget is on a fiscal year schedule and that the new budget does not begin until October of 2008. Motion withdrawn by Terry Bussell and suggested to be revisited in September of 2008.

Martha Neilson moved to table this item. Motion seconded by Gary Morris. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #11 DISCUSS OVERHEAD ELECTRICAL LINE ON 2449 BY TRAIL HOUSE.**

Gary Morris reported that he spoke with Todd Teizen, Harvey Wilbanks and Don Bartel, the other owners of the property in question. He stated that Mr. Teizen was interested in helping fund the underground and Mr. Wilbanks was unsure if he would be able to or not. Mr. Morris also added that he did not know if it was a good precedence to set paying for underground.

Codi Delcambre asked if the Ponder EDC had a mission statement. She stated that annual goals should be set and a Standard Operating Procedure should be put in place along with a mission statement.

Martha Neilson stated that she was very surprised to hear that the EDC would fund the park, a sprinkler system for the park. She added that she believes that the EDC needs a

paid professional to negotiate with businesses to come to Ponder and that the EDC should not be paying for some of these things.

Codi Delcambre was not sure if these expenditures were allowed by the 4B rules.

Terry Bussell stated that if we are improving life it was okay.

Gary Morris stated that future businesses would be required by the Subdivision Ordinance to have underground utilities. There was discussion between Mr. Morris and Mr. Bussell on what the original cost of the project was. Mr. Bussell thought that it was \$21,000 and Mr. Morris recalled it to be \$70,000. Gary agreed to continue the research on what it would cost today.

Codi Delcambre suggested that he board step back, compose a mission statement and look at how to better use these funds.

Chris Norwood suggested focusing on what the EDC could do to stimulate businesses.

Codi Delcambre stated that businesses look at populations in 1-5 mile rings. She added that the EDC may help buy land, give tax breaks to future businesses and pay for paving. She suggested that we ask Trent Petty to help target businesses.

**ITEM #12 CONSIDER AND ACT ON PROVIDING FUNDING TO MOVE ELECTRICAL LINE ON 2449 BY TRAIL HOUSE.**

Gary Morris moved to deny funding for the underground electrical on 2449. Motion seconded by Martha Neilson. Ayes: Martha Neilson, Gary Morris and Chris Norwood Nays: Terry Bussell. Abstentions: None. Motion passed with 3 ayes, 1 nay and 0 abstentions.

**ITEM #13 CONSIDER AND ACT ON APPOINTING A MEMBER OF THE EDC TO BE IN CHARGE OF THE AERIAL FOCUS MAPS.**

Terry Bussell moved to table this item. Motion seconded by Martha Neilson. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #14 DISCUSSION, CONSIDER AND ACT ON COMPILING THE AERIAL MAP INFORMATION.**

Terry Bussell moved to take no action on this item. Motion seconded by Martha Neilson. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**ITEM #15 ITEMS TO BE PLACED ON THE NEXT AGENDA.**

- Bylaws
- VP Appointment
- Consultant & How to target businesses
- Aerial Focus Maps
- Plan for EDC Workshop

**ITEM #16 ADJOURN.**

Martha Neilson moved to adjourn at 9:10 a.m. Motion seconded by Chris Norwood. Ayes: Martha Neilson, Gary Morris, Chris Norwood and Terry Bussell. Nays: None. Abstentions: None. Motion passed with 4 ayes, 0 nays and 0 abstentions.

**APPROVED:**

\_\_\_\_\_  
**Terry Bussell, President**

\_\_\_\_\_  
**Date**

**ATTEST:**

\_\_\_\_\_  
**Jayne Howell, Secretary**