



MINUTES

NEVADA ECONOMIC DEVELOPMENT CORPORATION

Wednesday, September 13, 2023

7:00PM at City Hall

President – Bruce Mathews

Secretary – Russell Newton

Treasurer – Walt Newell

Director – Mike Laye

Vice President – Rocky Turner

Director – Donald Deering

Director – Thad Anderson

City Staff:

N/A

Citizens:

N/A

REGULAR MEETING

1. **Call to Order and Declaration of Quorum-**

Time: 7:05PM

2. **Public Comment-**

Citizens are invited to address the City Council with public comments. Comments regarding items for which notice has not been given will be limited to three minutes, prior to discussion of agenda items, and Council responses shall be in accordance with Sec. 551.042 of the Texas Government Code. Comments regarding an item on the agenda may be given before or during discussion of that item. An intentional act intended to disrupt a government meeting is prohibited.

CONSENT AGENDA: ACTION

3. **Approval of Previous Meeting Minutes, August 30, 2023 –**

A motion was made by Director Don Deering to table the approval of the previous meeting minutes. There was a second by President Bruce Mathews. 6-Yeas 0-Nays.

4. **Lawyer Jim Sheperd Addressed Open Meetings Act -**

- A quorum requires a minimum of 4 Directors
- Discussion of items on the agenda during the EDC meeting requires a quorum.
- EDC has 15 days remaining to create a current year and new fiscal year budget.

- Note, EDC cannot spend money that is not in the budget.
- Agenda has to be posted 72 hours prior to the meeting.
- Contact the City to post the EDC Agenda and Minutes on the City's website and the board at City Hall.
- Discuss with the city the cost to add an EDC page to the city's website.
- All debit cards have been cancelled.
- All EDC Director's should review the EDC By-Laws.
 - Look on the AG (Attorney General) Website.
 - Review the video(s) and take the test, provide a copy of the results to City Clerk Morgan.
 - Open Meeting Act
 - Open Records Act
- No ZOOM/video meetings.

5. Approve Expenses with the CPA –

- All receipts goes to the CPA.
- All check to require two (2) Directors approval, the President and Treasurer.
- \$2,500 or less does not require a second signature.
- EDC has CD's that existed since 2011, need to renew at the **current rate**.
- Items to be included in the new fiscal year budget:
 - \$500 – Tags
 - \$1,000 – Fire Safe file cabinet
 - \$500 - Office Supplies
 - \$90 – **per month** for CPA
- Motion made by Director Don Deering to create this year's budget and the next fiscal year budget next week. President Bruce Mathews seconded. 6-Yeas 0-Nays.

6. MOU (Memorandum Of Understanding) –

- a. Property shared with the city.
- b. Director Thad Anderson will provide an MOU to be used to generate the EDC MOU.
- c. Treasurer Walt Newell made a motion to table the creation of the EDC MOU until the MOU is received from Director Thad Anderson. Director Don Deering seconded. 6-Yeas 0-Nays.

Director Don Deering made a motion to move agenda items, 7, 8 and 9 into Executive Session. Director Thad Anderson seconded. 6-Yeas 0-Nays.

7. Move to Executed Session.

8. Move to Executed Session.

9. Move to Executed Session.

10. Consider options, to have a Secure Records System.

- Director Don Deering made a motion to take no action on this item. Director Thad Anderson seconded. 6-Yeas 0-Nays.

11. EDC Budget.

- Establish a committee to work with the CPA to create the new fiscal year budget.
- Base the budget on projects.
- Treasurer Walt Newell will meet with the CPA to create the new fiscal year budget.
- Director Don Deering made a motion for Treasurer Walt Newell and CPA to create the 2023 and 2024 budget. President Bruce Mathews seconded. 6-Yeas 0-Nays.

12. Possible purchase of real property.

- Director Don Deering made a motion to add a line item to the budget after discussions with the CPA. Director Thad Anderson seconded. 6-Yeas 0-Nays.

13. EDC Training, October or later.

- Four (4) day sessions, approximately \$800 per seat.
- President Bruce Mathews will follow up on this item.
- Director Don Deering made a motion to table this item until president Bruce Mathews follow up. Director Thad Anderson seconded. 6-Yeas 0-Nays.

14. Executive Session

- Consider three (3) assigners on the EDC bank account, EDC President, Vice President and Treasurer.
- Accept Mark Hill resignation. Approved.
- Director Don Deering made a motion to accept the resignation of Mark Hill. Treasurer Walt Newell seconded. 6-Yeas 0-Nays.
- Don Deering made a motion to accept Director Bruce Mathews as EDC president. Treasurer Walt Newell seconded. 6-Yeas 0-Nays.


Future agenda items shall be designated by the President. In addition, a motion and a second from any two NEDC persons shall be sufficient to add an agenda item for a future meeting. Staff and counsel shall have prior consent of the president to add an agenda item for a future meeting.

1. Approval of previous meeting minutes.
2. EDC Budget and CD renewal.
3. EDC Training.
4. Adding a line item in the budget to allocation funds for the purchase of real property.
5. EDC to have a Secure Records system.

6. Selection of a new EDC Vice President.

15. Adjournment/Closing –

Time: 9:54PM



Mark Hill, NEDC President

BRUCE MATHEUS



Russell Newton, NEDC Secretary

Nevada