

# **NEDERLAND ECONOMIC DEVELOPMENT CORPORATION**

## **Minutes**

### **June 17, 2020**

#### **MEETING**

A meeting of the Nederland Economic Development Corporation was called to order at 4:31 p.m. at the Nederland Economic Development Corporation Office, 1519 Boston Avenue, by Vice-President Sylvia Root.

#### **QUORUM**

Board members present: Don Albanese, Stuart Kieschnick, Regan Meaux, Mike Roebuck and Sylvia Root.

Absent: Billy Neal and Brian Swindel. Others present: Jim Wimberley, NEDC Attorney, Kay DeCuir, NEDC Executive Director, Christina Herrmann, NEDC Administrative Secretary and NEDC Intern, Faith Guerrero.

#### **INVOCATION AND PLEDGE TO AMERICAN FLAG**

Kay DeCuir gave the invocation and led the Pledge.

#### **MINUTES**

A motion was made by Stuart Kieschnick and seconded by Regan Meaux to approve the minutes of May 20, 2020.

Ayes: Albanese, Kieschnick, Meaux, Roebuck and Root.

Noes: None. Absent: Neal and Swindel.

#### **EXECUTIVE SESSION**

The regular meeting was recessed at 4:33 p.m. by Vice-President Root for the purpose of conducting an Executive Session as authorized by the Texas Government Code, Chapter 551.087, to discuss the offer of an incentive to a business prospect; or Texas Government Code Chapter 551.071 to discuss litigation and/or legal advice.

#### **RECONVENE**

The regular meeting was reconvened by Vice-President Root at 4:50 p.m. Vice-President Root announced no action was needed on Texas Government Code, Chapter 551.087, to discuss the offer of an incentive to a business prospect; nor Texas Government Code Chapter 551.071 to discuss litigation and/or legal advice

#### **INSURANCE-RESOLUTION 2020-03**

A motion was made by Mike Roebuck and seconded by Don Albanese to approve Resolution 2020-03 regarding employee insurance coverage for 2020 – 2021, effective July 1, 2020.

(Coverage expense for health and life remained the same with the same provider and the dental coverage expense will be a slight decrease.)

Ayes: Albanese, Kieschnick, Meaux, Roebuck and Root.

Noes: None. Absent: Neal and Swindel.

### **NEDC WAGE AND POSITION CLASSIFICATION PLAN**

A motion was made by Stuart Kieschnick and seconded by Regan Meaux to approve the NEDC Wage and Position Classification Plan as presented. City Human Resource Director, Holly Guidry assisted NEDC Executive Director, Kay DeCuir in developing the NEDC Wage and Position Classification Plan by adapting the City's Plan based on NEDC staffing. The Wage Classification Plan for Christinia Herrmann will be effective June 1 of each year and Kay DeCuir's will be effective July 1 of each year.

**Ayes:** Albanese, Kieschnick, Meaux, Roebuck and Root.

**Noes:** None. **Absent:** Neal and Swindel.

### **FINANCIALS**

Kay DeCuir reviewed the April Financial Reports and pointed out

- May Sales Tax Revenue was \$77,211.18 and Total Revenue, including Interest Income and Miscellaneous Income, was \$81,755.51.
- Need \$70,534.41 in Sales Tax Revenue by September 30, 2020 to meet Budget Goal. Based on current numbers, we should exceed goal for this Fiscal Year.
- Total Disaster Loan Amount dispensed to businesses for Covid 19 as of today is thirty-three thousand five hundred dollars and no/100 (\$33,500.00). Four loans at seventy-five hundred (\$7,500.00) each and one at thirty-five (\$3,500.00). Some of already set up arrangements to begin pay back. All must make a payment in July. (Jim Wimberley stated we may receive additional applications if businesses suspend operations again)
- PRIDE Program: Paid out \$51,956.50; Pending \$29,129.00; Available \$38,914.50

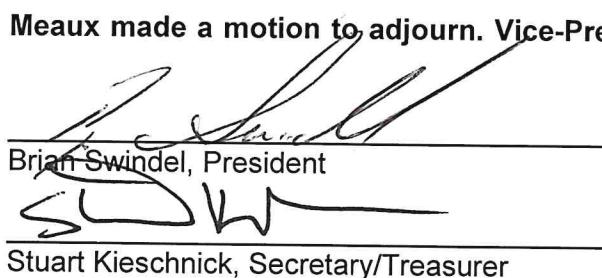
### **COMMUNICATION**

Executive Director Kay DeCuir shared the following

- Owner of Chatzkies has decided to no longer have a store front as she did so well working from home during Covid Pandemic.
- Property acquisition-sent out three offers and no response received
- BRE (Business Retention Expansion) Program tentatively set for August 3<sup>rd</sup>. Intern is working on invitation and contacting businesses to verify years in business
- Introduced Summer Intern, Faith Guerrero, to the Board Members and Faith gave an update on the local business surveys she is currently conducting.
  - General consensus is business decreased, however increased with online sales. Most are not sure what the future will look like. Most feel they will be able continue business if asked to close again, as long as online sales continue, a few would only be able to handle a business shutdown for a few months and while others will be able to sustain for a few years.
  - Would like opportunity to have meetings with peers to work together to resolve unforeseen issues. (Would need to be Zoom Meetings to comply with Social Distancing)
  - She worked with the Port Arthur Chamber and a LA Chamber to compile a Covid 19 Loan Procedure Guide to help local businesses complete the SBA Loan process.

### **ADJOURN**

There being no further business, Regan Meaux made a motion to adjourn. Vice-President Root adjourned the meeting at 5:18 pm.



Brian Swindel, President  
Stuart Kieschnick, Secretary/Treasurer