



# Lavon Economic Development Corporation Meeting Agenda

P.O. Box 340 - 120 School Rd.  
Lavon, TX 75166 Ph. (214) 934-7190

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**Lavon City Hall  
120 School Rd  
Lavon, Texas**

**Sept 11, 2017**

**7:00 PM**

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## NOTICE OF ATTENDANCE

**NOTICE** is hereby given that members of the Lavon City Council, Lavon Planning and Zoning Commission, Tax Increment Financing Zone # 1 Board, and/or the Parks & Recreation and Infrastructure Facilities Commission may attend at the Lavon Economic Development Corporation Board Meeting on Sept 11, 2017 at 7:00PM held at the Lavon City Hall.

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- I. Presiding Officer to call the Economic Development Corporation Board meeting to order and announce that a quorum is present.**
- II. Presiding Officer to lead the Economic Development Corporation Board and visitors in the pledge of allegiance.**
- III. Invocation**
- IV. Items of interest and communications.**  
Members of the Economic Development Corporation Board have the opportunity to notify others of community events, functions and other activities.
- V. Consent Agenda**  
Approval of the Aug 28, 2017 Economic Development Board meeting minutes\*
- VI. Public Comments**  
Citizens of Lavon, who wish to address the Economic Development Corporation Board, may discuss matters not on the agenda, and who have not previously expressed to the Board a desire to discuss such matters. The only response from the Board can be to request these items be placed on a future agenda for action. There is a 3-minute time limit per person.
- VII. Items for discussion**
  - A. The Economic Development Corporation Board to receive the annual audit from Conway Company CPA. (Wright)
  - B. The Economic Development Corporation Board to discuss the vacancy on the EDC Board and honoring past members. (Wright)



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- C. The Economic Development Corporation Board to discuss updates on the aerial maps. (Mundo)
- D. The Economic Development Corporation Board to discuss prospect/project updates. (Mundo)
- E. The Economic Development Corporation Board to discuss the Small Business Bazaar in November and continue making plans including the small business promotional flyer.(Wright)
- F. The Economic Development Corporation Board to discuss the NTCAR Trade Show report. (Mundo)

### **VIII. Items for consideration and action**

- A. The Economic Development Corporation Board to consider and act on approving the 2017-2018 contract with Mundo & Associates for professional and personnel services.(Wright)

### **IX. Setting future meetings and agendas**

The Economic Development Corporation Board members and staff may request items be placed on a future agenda or request a special meeting be called.

### **X. Presiding Officer to adjourn the Economic Development Corporation Board meeting.**

#### Notes to the Agenda:

1. Items marked with an \* are consent items considered to be non-controversial and will be voted on in one motion unless a Board member asks for separate discussion.
2. The Board may vote and/or act upon each of the items listed in this Agenda except for discussion items.
3. The Board reserves the right to recess into executive session under Sections 551.071 – 551.088 of the Texas Government Code (Texas Open Meetings Act) concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.
4. Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 843-4220 ext. 1#, two working days prior to the meeting so that appropriate arrangements can be made.



# Lavon Economic Development Corporation Meeting Minutes August 28, 2017

## **I. MEETING CALLED TO ORDER AT 7:00pm BY LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT**

*Members Present:*

Place One	Kay Wright
Place Two	Chris Kane
Place Three	Bill Sargent
Place Four	Jimmie Catravas
Place Five	(open)
Place Six	John Kell

<i>Liaison</i>	Vicki Sanson
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<i>Administrative Staff Present:</i>	Micki Hollien
<i>Executive Director Present:</i>	Pam Mundo

<i>Members absent:</i>	Place Seven	David Piekarski
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*Quorum is present*

## **II. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT LED THE ECONOMIC DEVELOPMENT CORPORATION IN THE PLEDGE OF ALLEGIANCE**

## **III. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT LED THE LAVON ECONOMIC DEVELOPMENT CORPORATION IN THE INVOCATION**

## **IV. ITEMS OF INTEREST AND COMMUNICATION**

*CISD Football games begin Thurs (Jr. Varsity), Fri (Varsity)*

## **V. CONSENT AGENDA July 10, 2017 Economic Development Board Meeting minutes**

- *Director Catravas made motion to approve the Minutes*
  - *Seconded by Director Sargent*
  - *Accepted by all directors present*
  - *Vote carried*

## **VI. PUBLIC COMMENTS -None**



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## VII. ITEMS FOR DISCUSSION

- A. The Economic Development Corporation Board to receive the annual audit from Conway Company CPA**

*Reschedule until Sept 11, 2017 mtg*

- B. The Economic Development Corporation Board to discuss the vacancy on the EDC Board**

*Board was asked to look for interested prospects*

- C. The Economic Development Corporation Board to discuss updates on the aerial map**

*All corrections were made as discussed and map is now out for printing for use at upcoming trade show*

- D. The Economic Development Corporation Board to discuss Zoning Ordinance updates**

*Ordinance and Map now complete and under review by the City Attorney. P & Z hearing scheduled for October.*

- E. The Economic Development Corporation Board to discuss financials and finalize the 2017-2018 budget**

*A decision of the amount of revenue for the budget was discussed.*

- F. The Economic Development Corporation Board to discuss prospect/project updates**

*Prospects are positive and moving forward.*

- G. The Economic Development Corporation Board to discuss the Small Business Bazaar in November and to continue making plans including the Small Business promotional flyer**

*The flyers were approved by the LEDC Board and can proceed to the schedule prepared by Executive Director Mundo and Admin Staff Hollien*

- H. The Economic Development Corporation Board to discuss the Green Ribbon project and collaborating with the Coty on the project**

*The project was put on hold by the City due to lack of funds this year but a full explanation was given by Executive Director Mundo as to what the project actually was and the cost is*



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*feasible for future budgets even the 2018 budget.*

**I. The Economic Development Corporation Board to discuss and review dates for the upcoming shows and attendance for the shows**

*Explanation was given by Executive Director Mundo as to the importance of the trade shows for marketing Lavon and board and staff were encouraged to attend.*

**VIII. ITEMS FOR CONSIDERATION AND ACTION**

**A. The Economic Development Corporation Board to consider and act on approving the 2017-2018 budget to present to the City Council**

- *Vice President Kane made motion to approve 2017-2018 budget projected revenue to \$77,000*
  - *Seconded by Director Kell*
  - *Accepted by all directors present*
  - *Vote Carried*

**B. The Economic Development Corporation Board to consider and act on appointing officers for 2017-2018 year**

*No action necessary to until 2018*

**SETTING FUTURE MEETINGS AND AGENDAS**

**Economic Development Corporation Board members and staff may request items to be placed on a future agenda or request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the Board Secretary.**

**BOARD VICE PRESIDENT TO ADJOURN ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING AT 8:50pm**

Duly passed and approved on this \_\_\_ day of \_\_\_\_\_, 2017

Attest:

\_\_\_\_\_  
Kay Wright, Board President

\_\_\_\_\_  
Jimmie Catravas, Secretary