

**MINUTES**  
**Regular Called Meeting – 11:30 A.M.**  
**Tuesday, August 20, 2019**  
**201 N. Main Street; Linden, Texas 75563**  
**Linden Economic Development Corporation [4A]**  
**Linden Economic Development Corporation [4B]**

Members Present LEDC 4A: Richard Bowden, Kyle Morgan, Larry Wells, Carla Roadcap  
Members Present LEDC 4B: Richard Bowden, Kyle Morgan, John Rountree, Larry Wells, Carla Roadcap  
Members Absent: John Rountree, Frank Lanier, Dave Stewart  
Staff Present: Christophe Trahan, Gus Gustafson  
Guests Present: Clarence Burns

1. **Call to Order**

- President Richard Bowden called the meeting to order at 12:00 P.M.

2. **Discuss/Consider/Action**

- Approval of July 16, 2019 Regular Called Meeting Minutes; Motion by Ms. Roadcap; 2<sup>nd</sup> by Mr. Wells; Motion carried
- Approval of July 2019 Financials & Reconciliations – LEDC-4A; Motion by Mr. Wells; 2<sup>nd</sup> by Ms. Roadcap; Motion carried
- Approval of July 2019 Financials & Reconciliations – LEDC-4B; Motion by Mr. Morgan; 2<sup>nd</sup> by Ms. Roadcap; Motion carried

4. **Consent Items**

- Local Sales & Use Tax Report – For the Record
- Credit Card & Bank Balances – For the Record

5. **Discuss/Consider/Action**

- **Uniti Towers Letter of Intent**
  - Mr. Trahan presented a letter of intent furnished by Uniti Towers—a site selection organization that is looking to place a cell phone tower in Linden. The letter inquired as to if the LEDC board of directors would be interesting in entertaining the possibility of a cell phone tower being constructed at 405 S Main St. The board declined to sign the letter of intent as the construction of a cell phone tower at the 405 S Main property did not fit in with the intention to beautify the property and utilize it for communal use.
- **HVAC Unit Quotes**

- Mr. Trahan presented a 2<sup>nd</sup> quote to the board for a new HVAC unit for the office. The board opted to table the issue until a 3<sup>rd</sup> quote could be collected for consideration as well.
- **Board Reappointments**
  - In a motion, Mr. Wells nominated Richard Bowden, Kyle Morgan, Carla Roadcap, and Frank Lanier to retain their seats for another term. 2<sup>nd</sup> by Ms. Roadcap; Motion carried.
- **Donation Proposal for Tourism-related Capital Asset Improvement**
  - At the behest of Mayor Clarence Burns who requested this item be included on the agenda, Mr. Bowden tabled this item for discussion until executive session.
- **T-Bone Walker Day Fund Discussion**
  - In a discussion with the board, Mr. Trahan presented an idea that Board Member Dave Stewart (not present) shared with him regarding a possible use for the remaining T-Bone Walker Day Funds. Mr. Stewart's proposal involved utilizing the balance remaining in the T-Bone Walker Day account and partnering with Linden Main Street to coordinate a downtown event to coincide with the blues concert taking place at Music City Texas Theater on this year's T-Bone Walker Day. The board instructed LEDC staff to present the idea to Linden Main Street's board and work with them on creation of a project.
- **Director's Report:**
  - Web Presence Assistance & Marketing Workshop Program
    - Mr. Trahan presented a program to the board that would provide consultation services to Linden area businesses to assist them in solidifying and increasing their presence on the Internet as well as establish free quarterly marketing workshops to educate local businesses. This initiative would function as an approved Business Retention & Expansion program. Ms. Roadcap made a motion to implement the program as presented. 2<sup>nd</sup> by Mr. Morgan, Motion passed.
  - Let Linden Shine Update
    - Mr. Trahan updated the board on the status of the Let Linden Shine program and its achievement in becoming successfully funded. He also invited the board to attend the Sponsor's Gala on August 24, 2019 to celebrate the successful project.
  - THM Update
    - Mr. Trahan advised the board that he was still in contact with Total Highway Maintenance's Linden operations management to ensure that the LEDC was at their full disposal as they continue to grow and employ laborers in the Linden area.

6. **Executive Session:**

Motion by Mr. Wells to enter into Exec. Session; 2<sup>nd</sup> by Mr. Morgan; Motion carried @ 12:44

P.M.

7. **Exit Executive Session-Action/No Action**

- Executive Session was exited at 1:15 P.M.
- Mr. Morgan made a motion to have City Attorney Gary Albertson consult on a letter of agreement between the City of Linden and the LEDC for any forthcoming donations having to do with tourism-related capital asset improvement. 2<sup>nd</sup> by Ms. Roadcap; Motion carried.

8. **Adjourn**

- Motion to adjourn by Mr. Morgan; 2<sup>nd</sup> by Ms. Roadcap; Motion carried at 1:16 P.M.

Approved:

  
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Date: \_\_\_\_\_

9-17-19