

## NOTICE OF REGULAR LEDC A MEETING

The Littlefield Economic Development Corporation Type A met at 12:00p.m. on July 22, 2021 at the Chamber of Commerce Office, 601 E. 4th St. for the purpose of considering all matters and related incidents to the City of Littlefield.

Present:        Joel Griffith, President                                Lori Zinn, Vice President  
                     Gary Jones, Treasurer (absent)                        Bryan Gregory (absent)  
                     Graham Henley     Justin Balderas, Executive Director  
Mayor Eric Turpen, City Manager Mitch Grant, City Secretary Janine Butler

1.        Call to order

President Joel Griffith called the meeting to order at 12:05p.m.

2.        Invocation

Graham Henley led the invocation.

3.        Pledge of Allegiance

Lori Zinn led the pledge.

4.        Public Comments of All Agenda Items

No one requested to comment.

5.        Consider and Approve Minutes of May 3<sup>rd</sup> 2021 Meeting.

Lori Zinn made the motion to approve the minutes. Graham Henley made the second motion. The motion passed unanimously.

6.        Consider and Approve Financial Report.

Executive Director Justin Balderas presented the financial report. Graham Henley made the motion to approve. Lori Zinn made the second motion. The motion passed unanimously.

7.        Consider and Approve Directors' Reports.

Executive Director Justin Balderas presented the Director's Report including meeting with State Representatives regarding HB 1566. He also met with Workforce Solutions South Plains regarding job postings for our community and got out information to restaurants and other businesses. He met with Webb, Webb, & Wright for audit and taxes to be submitted. Justin also met with Greg Last with EDP Best Practices for potential generation of a policy for LEDC A incentives. Graham Henley made the motion to approve. Lori Zinn made the second motion. The motion passed unanimously.

8.        Consider and Approve Bids for Construction of Water Well improvements Bids.

Three bids for the Water Well project were received. The lowest bid was \$442,254.00. There were 8 bids received for the pipeline part of the project. The lowest bid was \$186,270.00.

The motion was made to accept the lowest bids and continue with the previously approved amount in May 3<sup>rd</sup> meeting of \$534,620.00 from the LEDC A by Graham Henley. The remaining \$93,904.00 amount is requested be paid by City. The second motion was made by Joel Griffith. The motion passed unanimously.

9.        Consider and Approve costs of Routine Airport Maintenance Program (RAMP) Grant 2021.

Executive Director Justin Balderas suggested to approve the costs provided in packet for work completed at this time. Still awaiting the monument sign. The motion to approve was made by Graham Henley. The second motion was made by Lori Zinn. The motion passed unanimously.

10. Discuss and Updates on T-Hangar Facilities at Airport.  
Justin Balderas and City Manager Mitch Grant gave updates for the amount projected for the new hangar facilities.

11. Consider and Approve Proposed FY 2022 Budget.  
Graham Henley made the motion to approve the proposed FY 2022 Budget. Lori Zinn made the second motion. The motion passed unanimously.

12. Consider and Approve Rent on Chamber Building.  
After some discussion, no action was taken. This would be discussed the next meeting.

13. Consider and Approve Standby Agreement with EDP Best Practices, LLC.  
The standby agreement will promote economic development and utilize information and guidance for future incentives. Lori Zinn made the motion to approve. Graham Henley made the second motion. The motion passed unanimously.

14. Consider and Approve Incentives-Policy Proposal from EDP Best Practices.  
Justin Balderas said Greg Last with EDP Best Practices will generate an Incentives-Policy Proposal for our LEDC A for \$4,500.00. No additional cost unless continued meeting needed with him. The motion to approve was made by Graham Henley. The second motion was made by Lori Zinn. The motion passed unanimously.

15. Adjourn  
President Joel Griffith adjourned the meeting at 12:54p.m.



President Joel Griffith

Attest:  
  
City Secretary