

MEMORANDUM

DATE: DECEMBER 6, 2018
TO: WOOD COUNTY INDUSTRIAL COMMISSION BOARD OF DIRECTORS
CC: HONORABLE JUDGE BRYAN JEANES & WOOD COUNTY COMMISSIONERS
FROM: KIKI BETTIS, EXECUTIVE DIRECTOR
RE: BY-LAW AMENDMENT: MEMBERSHIP

The Chairman and Executive Director of the Wood County Industrial Commission recommends the Board of Directors approve the following proposed amendment to the Industrial Commissions By-Laws.

The Bylaws currently state **Under Article III, Section 3.01 Membership:** The Contribution amount will be invoiced annually on or before the beginning of the fiscal year. A draft copy of the Inter-Local Agreement will be provided by the Executive Director at the same time. Annually, the Executive Director will provide each City with an invoice and draft of the Interlocal Agreement.

If a City fails to remit its Contribution to the Wood County Treasurer or to execute the Inter-Local Agreement within six months after the effective date, the City will forfeit its voting rights on all matters coming before the Wood County Industrial Commission until the failures are corrected.

Membership of the Wood County Industrial Commission shall comply with following criteria and consist of persons nominated to the Wood County Commissioners Court for approval as follows:

- A. Terms for Board Directors shall be for two years.
- B. Each Member must be a resident or business owner of Wood County.
- C. City Representation: Each incorporated city shall have no more than three persons nominated by the Mayor of the city to serve on the Industrial Commission.
- D. At Large Representation: The County Judge may appoint additional members as follows:
 - (1) Two (2) members from the Holly Lake Ranch Area.
 - (2) One (1) member from the Golden Area.
- E. Jarvis Christian College shall nominate no more than two persons to serve on the Industrial Commission.

Proposed Amendment: The Contribution amount will be invoiced, by the Wood County Treasurer, annually on or before the beginning of the fiscal year. A draft copy of the Inter-Local Agreement will be provided annually by the Executive Director at the same time.

If a City fails to remit its Contribution to the Wood County Treasurer within three months after the effective date or to execute the Inter-Local Agreement by November 1, the City will forfeit its voting

rights on all matters coming before the Wood County Industrial Commission until the failures are corrected.

Membership of the Wood County Industrial Commission shall comply with following criteria and consist of persons nominated to the Wood County Commissioners Court for approval as follows:

- F. Terms for Board Directors shall be for two years.
- G. Each Member must be a resident or business owner of Wood County.
- H. City Representation: Each incorporated city shall have no more than two persons nominated by the Mayor of the city to serve on the Industrial Commission.
- I. At Large Representation: The County Judge **may** appoint additional members as follows:
 - (3) One (1) member from the Holly Lake Ranch Area.
 - (4) One (1) member from the Golden Area.
- J. Jarvis Christian College **shall** nominate one person to serve on the Industrial Commission.

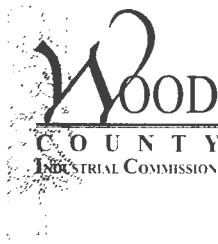
The Chairman and Executive Director recommend the revisions to the bylaws to increase efficiency and productivity of the Industrial Commission.

Respectfully submitted,



Kiki Bettis

Executive Director



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DATE: DECEMBER 6, 2018
TO: WOOD COUNTY INDUSTRIAL COMMISSION BOARD OF DIRECTORS
CC: HONORABLE JUDGE BRYAN JEANES & WOOD COUNTY COMMISSIONERS
FROM: KIKI BETTIS, EXECUTIVE DIRECTOR
RE: BY-LAW AMENDMENT: ABSENTEEISM

The Chairman and Executive Director of the Wood County Industrial Commission recommends the Board of Directors approve the following proposed amendment to the Industrial Commissions By-Laws.

The Bylaws currently state **Under Article III, Section 3.01-I Replacement due to Absenteesim:** If the current representative misses 3 or more consecutive meetings without notice to the Executive Director or Chairman, or another representative from the same city or area, the position shall be considered vacated.

Upon three consecutive missed meetings without notice in accordance with paragraph 1 (above), the Executive Director will notify both the member and the nominating entity of the situation. If the nominating entity has not submitted a replacement nomination to the County Judge before the last Commissioners Court Session of the Fourth Month, the Chairman may nominate a replacement from the area to the Board of Directors for approval to complete the term.

Proposed Amendment: If the current representative is absent more than three meetings in a fiscal year, unless deemed a personal and/or family emergency, the position shall be considered vacated. At that time the Executive Director will notify both the member and the nominating entity of the situation. If the nominating entity has not submitted a replacement nomination to the County Judge before the last Commissioners Court Session of the Fourth Month, the Chairman may nominate a replacement from the area to the Board of Directors for approval to complete the term.

The Chairman and Executive Director recommends the revision to the bylaws as it is the board members responsibility to be involved in overseeing the organization at the most optimal level and participate in the decision-making process that protects, preserves and enhances Wood County.

Respectfully submitted,


Kiki Bettis

Executive Director



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DATE: DECEMBER 6, 2018
TO: WOOD COUNTY INDUSTRIAL COMMISSION BOARD OF DIRECTORS
CC: HONORABLE JUDGE BRYAN JEANES & WOOD COUNTY COMMISSIONERS
FROM: KIKI BETTIS, EXECUTIVE DIRECTOR
RE: BY-LAW AMENDMENT: MISSION & VISION OF COMMISSION

The Chairman and Executive Director of the Wood County Industrial Commission recommends the Board of Directors approve the following proposed amendment to the Industrial Commissions By-Laws.

The Bylaws currently state **Under Article II, Section 2.01 Purpose of the Commission:** The purpose of the Commission shall be in accordance with Paragraph 381.001 (f) of Vernon's Texas Codes, Local Government, Annotated, To-Wit: "The Commission Shall investigate and undertake ways of promoting development of tourism, business, industry and commerce in the county. The Commission shall promote the location and development of new businesses and industries in the county and the maintenance and expansion of existing businesses."

Proposed Amendment: The Purpose of the Commission shall be in accordance with the Texas Local Government Code, Chapter 381.000: County Development and Growth, Subtitle B: County Planning and Development, Annotated, To-Wit:

"The Mission of the Wood County Industrial Commission is to promote tourism and the development of new and existing businesses and industries in the County."

"The Vision of the Wood County Industrial Commission is to stimulate commercial and tourism activity in the County."

The Chairman and Executive Director recommend the revision and inclusion of both Mission and Vision statements into the bylaws to clarify the scope of operations and reflect the direction of the Industrial Commission.

Respectfully submitted,


Kiki Bettis

Executive Director

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INTERLOCAL COOPERATION CONTRACT OR AGREEMENT

Pursuant to provision of Chapter 791, Interlocal Cooperation Contracts, Section 791.011, State of Texas, Government code, this contract entered into by and between Wood County, Texas acting herein by and through its duly elected and qualified County Judge, duly hereunto authorized by action of the Commissioners Court of Wood County and the City of Mineola acting through their duly elected and qualified Mayor respectively, duly hereunto authorized by action of their respective City Council of said city, witnesses as follows:

1. Wood County Industrial Commission will provide a county-wide Economic Development and Tourism Plan.
2. Wood County Industrial Commission will employ an Executive Director for the entire county to develop and coordinate the county-wide Economic Development and Tourism Plan as required by Texas Government Code. The Executive director will be an employee of Wood County.
3. Wood County shall provide necessary administrative support for the continued development and implementation of the Economic Development and Tourism plan through the activities of the Executive Director.
4. The Cities of Wood County shall annually contribute a collective amount of \$19,282.65 for the development and implementation activities of the Wood County Industrial Commission Executive Director. Said Cities' annual contribution shall be divided on a pro-rata basis (\$1.57 per resident), based on the Cities' population. The City's contribution will first be expended in support of administrative operations, after which the County budget monies will provide the bulk of the funds needed.

FY 2018-2019

City of Alba	\$ 1,000.00
City of Hawkins	\$ 2,006.46
City of Mineola	\$ 7,088.55
City of Quitman	\$ 3,187.10
City of Winnsboro	\$ 5,391.38
City of Yantis	\$ 609.16
Total	\$19,282.65

COPY
Reference For Only

Said parties are in agreement to the above terms of this contract or agreement.

Mayor *Kevin White* ***City of Mineola*** Date 8/27/18

Accepted and Agreed Upon By
Wood County Judge *[Signature]* Date _____

Pct. 1 Commissioner *Kevin Holland* Date 11-16-18

Pct. 2 Commissioner *Jim Hull - presiding* Date 11-16-18

Pct. 3 Commissioner *[Signature]* Date 11-16-18

Pct. 4 Commissioner *[Signature]* Date 11-16-18

WCIC Chairman _____ Date _____

WCIC Exe. Director *Kelli Bottis* Date 11/20/18