

**TEMPLE HEALTH & BIOSCIENCE ECONOMIC DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS' MEETING****Minutes from the Board of Directors Meeting  
Held on Tuesday, October 14, 2025  
201 Santa Fe Way Suite 103 Temple, Texas 76501**

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The Temple Health and Bioscience Economic Development District Board of Directors conducted a scheduled board meeting in person Tuesday, October 14, 2025, at 11:45 a.m.

**Members Present:**

Thomas Baird  
Tyler Johnson  
Jason Locklin  
Michael Norman  
Blake Pitts  
Brian Reinhardt

**Members Absent:**

John Kiella

**Guests/Staff in attendance:**

Bridget Weber – TEDC  
James Stafford – TEDC  
Lila Clevenger – TEDC

The agenda for this meeting was posted on the bulletin board of the Temple Health and Bioscience Economic Development District (THBD) facility and THBD's website ([www.thbd.org](http://www.thbd.org)) in compliance with the Open Meetings Act.

*The following is a summary of the proceedings of this meeting. It is not intended to be a verbatim translation.*

The meeting was opened by Chairman of the Board, Mr. Michael Norman, at 11:48 a.m.

**I. PUBLIC COMMENTS**

Citizens who desire to address the Board on any matter may sign up to do so prior to the meeting. Public comments will be received during this portion of the meeting. Please limit comments to three minutes. No discussion or final action will be taken by the Board.

Mr. Michael Norman opened and closed Public Comments at 11:48 a.m.

**II. CONSENT AGENDA**

All items listed under this section, Consent Agenda, are considered to be routine by the Board of Directors and may be enacted by one motion. If discussion is desired by the Board, any item may be removed from the Consent Agenda at the request of any Board Member and will be considered separately.

Consider adopting a resolution approving the Consent Agenda items and the appropriate resolutions for each of the following:

1. Approve the minutes of the September 10, 2025, Board of Directors Meeting.
2. Approve the financial statements for September 2025.

Motion by Jason Locklin, seconded by Blake Pitts to approve the September 10, 2025 minutes and financial statements for September 2025.

A verbal vote was called and was unanimous.

### **III. REGULAR AGENDA**

1. Receive an update from Chairman Michael Norman regarding Cultivate Academy-CTX.

Doree Collins, Executive Director and Founder of Cultivate Academy-CTX, invited the Board to tour her facilities. Chairman Michael Norman and Bridget Weber, TEDC Director of Business Engagement, visited the campus location of Cultivate Academy-CTX. Ms. Collins integrates the Blue Zones principles into her educational setting, and she is currently working on accreditation for her school.

No action was taken.

2. Receive an update from Bridget Weber with the Temple Economic Development Corporation on the marketing and storytelling campaign. Discuss and possibly take action to contract a marketing firm.

After evaluating several potential marketing firms, Bridget Weber with TEDC recommended contracting North Star Place Making and Marketing for THBD's marketing and Storytelling campaign. Bridget recommended an execution of services agreement with North Star for an amount not to exceed \$165,000 to support THBD's marketing and public relations initiatives.

Motion by Tyler Johnson, seconded by Thomas Baird to approve the execution of services agreement between THBD and North Star Place Making and Marketing.

A verbal vote was called and was unanimous.

3. Receive an update from the real estate holdings subcommittee regarding the development of the property located at 2222 South 5th Street, Temple, Texas including activities related to property maintenance, project plans, and surveys of the property. The Board may take any action related to this agenda item.

Members from the real estate holdings subcommittee met with local healthcare institutions regarding the development of The Link. Overall, this development has been well received from the healthcare community, and THBD will continue to move forward with this project.

No action was taken.

4. Discuss and consider the formation of a committee to review any requests for support. The Board may take any action related to this agenda item.

With THBD receiving requests for support, a subcommittee will be created to screen and manage these requests before the request is presented to the board. A set of guidelines will be drafted to ensure the request aligns with THBD's mission. Brian Reinhardt, Blake Pitts, and Jason Locklin offered to serve on the committee.

Motion by Tyler Johnson, seconded by Brian Reinhardt to create a subcommittee for incoming support requests.

A verbal vote was called and was unanimous.

5. Discuss and consider adopting all Texas State Library and Archives Commission Local Government Retention Schedules and appointing Lila Ramirez-Clevenger as Records Management Officer.

Kayla Landeros recommended that THBD formally adopt the Texas State Library and Archives Commission Local Government Retention Schedules and appoint Lila Ramirez-Clevenger as the Records Management Officer.

Motion by Jason Locklin, seconded by Blake Pitts to formally adopt this policy and appoint Lila Ramirez-Clevenger as Records Management Officer.

A verbal vote was called and was unanimous.

6. Discuss (1) the possible formation of a Local Government Corporation, (2) authorizing the necessary Secretary of State filings to create the Local Government Corporation, and (3) adopting the draft Bylaws for the proposed corporation. The Board may take any action related to this agenda item.

During the last THBD meeting, before adopting the Bylaws, revisions to the Bylaws were proposed. The revisions were made by Kayla Landeros, and the Bylaws are now complete.

Motion by Blake Pitts, seconded by Thomas Baird to adopt the Bylaws for the Local Government Corporation.

A verbal vote was called and was unanimous.

#### **IV. EXECUTIVE SESSION**

Notice is hereby given that the Board of Directors will go into executive session in accordance with the following:

Texas Government Code Section 551.087 – Deliberation regarding economic development negotiations.

Texas Government Code Section 551.071 – Consultation with attorney.

Texas Government Code Section 551.074 – Deliberations regarding the appointment, employment, and duties of THBD employee(s).

The THBD Board did not entered into Executive Session.

There being no further business, Mr. Michael Norman adjourned the meeting at approximately 12:23 p.m.

Transcribed by:  
Lila Ramirez-Clevenger

Signed by:

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Mr. Tyler Johnson  
Secretary / Treasurer  
Temple Health and Bioscience Economic  
Development District

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Mr. Michael Norman  
Chairman  
Temple Health and Bioscience Economic  
Development District