

# ECONOMIC DEVELOPMENT BOARD

## MINUTES

April 23, 2003

President Margie McMullen called the Yoakum Economic Development Board of Directors' meeting to order at 6:00 p.m. on April 29, 2003. Attendees included: Margie McMullen, Bruce Bayless, Arthur Hermann, Annie Rodriguez, Allen Dieringer, Louis Boening and Larry Brandt. Guests were recognized. Newly appointed board member, Larry Brandt, was recognized and welcomed.

The minutes for the November 18, 2002 meeting were read and approved by a motion made by Arthur Hermann and seconded by Annie Rodriguez. The financial report was read and approved.

Under old business, three board members were recognized as having attended the 4A/4B Tax Training Session in Corpus Christi. Comments concerning the training were received from Arthur Hermann, Allen Dieringer and Louis Boening.

Marshall Frech with Vantage Point Media did a final presentation of the Target Marketing CD, Informational Mailers and Webpage Update. Use of the CD and mailers were discussed. Approval of final payment of \$13,150 upon receipt of invoice and products was approved by the Board upon a motion by Bruce Bayless and seconded by Arthur Hermann.

A report by City Manager, Calvin Cook, concerning the Downtown Revitalization Project was presented. The city has negotiated a contract with Maverick Engineering to develop concepts and construction plans. A letter to all downtown business owners has been mailed and meetings scheduled with each business to gather concept information. A design concept meeting with contractor and city is proposed on May 8, 2003. Public involvement is anticipated this summer.

Margie McMullen reported the status of a fund raising promotion to assist the EDC in funding the cost participation for the Downtown Revitalization Project. Committees have been organized, awaiting final

design concept by Maverick Engineering. A deadline date of September 15 to gather the funds has been established.

A report concerning the Master Parks Plan was presented by Tony Villa and Christine Brown. Surveys were collected with needs prioritized. LCRA was recognized for their participation in this effort. An executive session was entered at 7:40 p.m. to discuss the employment of an economic development director upon resignation of Leonard Bucsanyi. No action was taken during the executive session.

The next EDC meeting was scheduled for June 16, 2003 at 6:00 p.m. The meeting adjourned at 8:35 p.m.

A handwritten signature in black ink, appearing to read "Mike B. G.", is located in the lower right quadrant of the page. The signature is written in a cursive, flowing style.

# ECONOMIC DEVELOPMENT BOARD MINUTES

June 26, 2003

President Margie McMullen called the Yoakum Economic Development Board of Directors' Meeting to order at 5:00 pm. on June 26, 2003. Attendees included: Margie McMullen, Bruce Bayless, Arthur Herman, Annie Rodriguez, Louis Boening and Larry Brandt. Absent was member Allen Dieringer. Members of the Yoakum City Council were also present in this joint meeting.

The meeting was taken into executive session.

At 6:10 p.m., the meeting was opened from executive session. Action to pursue employment of an EDC director was made by Elorine Sitka.

## UNDER NEW BUSINESS:

An agreement with the City of Yoakum was proposed for administrative services. Motion to enter the agreement was made by Bruce Bayless and seconded by Arthur Hermann. All present agreed.

A presentation was made by Ernest Gerlach concerning Yoakum's Strategic Plan. He feels an update needs to be revised. Motion made by Annie Rodriguez for Mr. Gerlach to work up a proposal for the updates. All present voted to accept.

Presentation by Tony Villa on the Master Parks Plan status.

Budget workshop was exercised. Budget as finalized by proposal by Bruce Bayless and seconded by Arthur Herman. All present accepted the motion.

Next Board meeting was established as July 21, 2003 at 5:45 p.m. for Budget Public Meeting and 6:00 p.m. for regular scheduled meeting.

Meeting adjourned at 7:50 p.m.



Balance 6/26/03

\$ 470,429.27

Deposits - June 11,942.16

\$ 11,942.16

Interest - June Interest \$ 140.53  
July CD's \$ 500.55

\$ 641.08

Expenses

- 0 -

Balance

\$ 483,012.51

Industrial Foundation CD -

Balance 6/26/03

\$ 163,275.92

Interest 6/29/03

278.73

\$ 163,554.65

Grand Total

\$ 646,567.16

**ECONOMIC DEVELOPMENT BOARD  
MINUTES**

July 21, 2003

President Margie McMullen called the Yoakum Economic Development Board of Director's meeting to order at 5:45 p.m. for public review of the proposed 2003-04 budget. No comments were received. The budget was accepted as presented. The meeting was adjourned.

President Margie McMullen then called the YED Board of Director's meeting to order at 6:00 p.m. Present attendees were: Annie Rodriguez, Arthur Herman, Allen Dieringer, Larry Brandt, Margie McMullen and Bruce Bayless. Louis Boening was absent.

The minutes for the June 22, 2003 meeting and the financial report were reviewed and accepted by a motion made by Larry Brandt; a second by Annie Rodriguez. All present voted in favor.

UNDER OLD BUSINESS:

Pat Matusek with Maverick Engineering gave an update on the concept plan for the Downtown Revitalization Project. A handout brochure was presented for review and use at a proposed public meeting. The public meeting was set for 5:30 p.m. on August 7, 2003 at the Yoakum Community Center. The time from 5:30 to 6:30 p.m. is for citizen review and at 6:30 p.m. for presentation of the concept.

UNDER OLD BUSINESS:

Applications for EDC Coordinator position will be advertised for employment on June 30, 2003

Date for next meeting for September is to be determined.

Meeting adjourned at 6:45 p.m.



Balance 7/21/03

\$ 483,012.51

Deposits July - \$15,093.08

\$15,093.08

Interest - July \$184.93  
August CD 517.23

\$ 702.16

Expenses

-0-

Balance

\$ 498,807.75

Indust. Foundation CD

Balance 7/21/03

Interest 7/31/03

\$ 163,554.65

270.20

\$ 163,824.85

Grand Total

\$ 662,632.60

# ECONOMIC DEVELOPMENT BOARD

## MINUTES

August 18, 2003

President Margie McMullen called the joint meeting of the Yoakum Economic Development Board & the City of Yoakum to order at 6:00 pm. Present were City Council members, Arthur Herman, Allen Dieringer, Larry Brandt, Bruce Bayless & Louis Boening. Absent member Annie Rodriguez.

The meeting was taken into executive session.

No action was taken other than making City property available to a local business for relocation. Executive session was ~~closed~~ adjourned at 6:55 PM.

A special meeting of the Yoakum Economic Development meeting continued at 7:00 pm to discuss the Pershing Square Project Fundraising update. Status of the project was discussed & concept discussed. Fundraising procedures were reviewed & additional efforts to get the word out discussed. Each director was asked to work up a list of prospective donors.

The minutes for the July 21, 2003 meeting and the financial report were reviewed & accepted by a motion made by Larry Brandt & seconded by Arthur Herman. All present voted in favor.

Meeting adjourned at 7:45 PM.

*Bruce Bayless*  
Sec-Treas.

Balance 8/28/03 498,807.75

Deposits

Inf. August \$145.25

CD's ~~Aug~~ Sept. 517.23

\$662.48

Expenses

Balance \$499,470.23

Industrial Foundation CD

Balance 8/18/03

163,824.85

Interest 8/29/03

279.67

\$164,104.52

Balance 9/15/03 \$663,854.42



# ECONOMIC DEVELOPMENT

## BOARD MINUTES

September 15, 2003

President Margie McMullen called the Economic Development Corporation Board meeting to order at 6:00pm on September 15, 2003.

All members of the Board were present.

The minutes of the August 18, 2003 ~~minutes~~ <sup>meeting</sup> & the treasurer's report were reviewed and approved by motion of Louis Boening with a second by Allen Dieringer. All present voted to approve.

Election of officers resulted in President - Margie Mc Mullen, Vice President Annie Rodriguez, \*Treasurer Charollette Morrow & Secretary - Allen Dieringer.

Under old business, a discussion was held concerning implementation of the Pershing Square Project Fundraiser. Contact lists are needed & issues concerning the fund-raising process were discussed.

John Villa gave a presentation of the Parks Planning Committee.

### New Business -

Ernest Gerlach, Director of the Center for Economic Development, UTSA gave a presentation for the need to update the Economic Growth Strategic Plan. Action on the plan was tabled for the next meeting agenda.

The EDC @ 7:27 PM went into executive session. The meeting was reopened to the public at 8:00 PM. An action to negotiate a possible land offer to Circle Y with contract to insure action by the business was result of executive session. Motion by Bruce Bayless & second by Larry Brandt was made to make the land offer. All present approved the motion.

An update on the hiring process for an EDC Coordinator was given by Calvin Cook. Interviews are ongoing.

The next scheduled EDC meeting is planned on Monday, October 20<sup>th</sup> at 6:00 PM.

Meeting adjourned @ 8:10 PM.

Bruce Bayless

\*

FOR CLARIFICATION: Officers of the Corporation shall be elected from the Board of Directors. Charlotte Morrow is the City's Finance Director and can not be the EDC Treasurer. However, per the EDC and City Administrative Services Agreement which became effective October 1, 2003, Charlotte will be providing the necessary accounting and financial management services including the Treasurer's Report.

Stacy M. Jirel, City Clerk

# YOAKUM ECONOMIC DEVELOPMENT BOARD MINUTES

September 30, 2003

## PUBLIC HEARING

President Margie McMullen called the Public Hearing on the Budget/Work Plan for FY 2002-2003 to order at 6:45 P.M. Economic Development Committee Board members present included: Margie McMullen, Bruce Bayless, Arthur Herman, Annie Rodriguez, Allen Dieringer and Louis Boening.

New board member, Arthur Herman, was recognized and welcomed. President McMullen read the *"Notice of Public Hearing."* The line item budget proposed expenditures by Program Category was also read.

Questions or comments were requested from the public for input. Non received.

Public Meeting was adjourned at 6:55 P.M.

## BOARD MEETING

President Margie McMullen called the Yoakum Economic Development Board of Directors' meeting to order at 7:00 P.M. on September 30, 2002. Present included: Margie McMullen, Bruce Bayless, Arthur Herman, Annie Rodriguez, Allen Dieringer and Louis Boening.

President McMullen welcomed everyone to the meeting and recognized newly appointed member Arthur Herman. Bill Natho was recognized for his service as a past board member.

The board recognized several Yoakum citizens for their contribution of time, energy and talents in support of the Yoakum Economic Development Corporation. Recognized were Dave Talbert for his work with the Yoakum USA Community Website. Ruth Carter was recognized as president of the

Yoakum Business Alliance and for involvement in placement of Yoakum billboards on US 77A. Also recognized was Lydia Mobley as chairperson of the Chisholm Trail Memorial Fund Raising Committee resulting in \$20,000.00 for the topiary project at US 77A and West Gonzales. A certificate of appreciation was presented to each.

Election of officers for the Yoakum EDC, FY 2002-2003, were discussed. Nominations were presented as follows:

- ◆ President - Margie McMullen
- ◆ Vice President - Annie Rodriguez
- ◆ Secretary/Treasurer - Bruce Bayless

All were voted on and accepted as nominated.

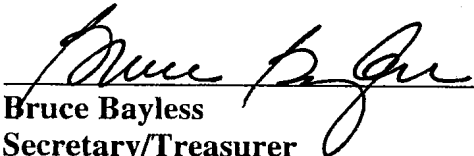
The next EDC meeting was scheduled for Monday, November 18, 2002, at 7:00 p.m. in the City Chambers.

A handwritten signature in black ink, appearing to read "Bruce Bayless". The signature is written in a cursive style with a large, prominent initial "B".



**YOAKUM ECONOMIC DEVELOPMENT CORPORATION  
FINANCIAL STATEMENT  
SEPTEMBER 30, 2002**

<b>Beginning Balance (September 30, 2001)</b>			<b>\$308,143.05</b>
	<b>Deposits</b>		<b>162,310.83</b>
	<b>Interest Earned</b>		<b>7,468.04</b>
	<b>Less Expenses:</b>		
	<b>Surety Bond</b>	(\$ 298.00)	
	<b>TAMU Research Foundation</b>	(\$16,000.00)	
	<b>Vantage Point</b>	(\$26,300.00)	
	<b>TEA 21 Project</b>	(\$89,709.00)	
	<b>TEDC Registration</b>	(\$ 375.00)	
<b>FISCAL YEAR BALANCE:</b>			<b>\$345,239.92</b>

  
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**Bruce Bayless**  
**Secretary/Treasurer**  
**Yoakum Economic Development Corporation**

11/07/02  
 Date:

**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MINUTES  
October 20, 2003**

The meeting was called to order by President Margie McMullen at 6:00 PM. All Board members were present and President McMullen introduced new Board members Tim Faulkner and Tommy Barre. Also guests acknowledged were Pat Matusek, Ron Guzman, Al Veselka and Gregory Lassman.

Minutes from the previous meeting of September 15, 2003 were read with a motion by Annie Rodriguez and a second by A. G. Hermann III to accept. Motion carried. City's Finance Director Charlotte Morrow presented the financial report.

Old business included an update by Ron Guzman of Maverick Engineering on the Pershing Square Project with questions on engraving, plaques, structures, etc. Guzman is to procure needed information and try to have presentable by November 1<sup>st</sup>. President McMullen reported funding at approximately \$140,000 of the \$170,000 required.

Motion by Louis Boening and seconded by Annie Rodriguez to let President McMullen and Calvin Cook negotiate a contract with Ernest Gerlach of the UTSA for Phase II of the Strategic Plan for Spring of 2004.

Under new business, Gregory Lassman was introduced as a prospect for the Economic/Community Development Coordinator position. This position would require approximately 55% economic development work and 45% City functions including grant writings or research.

The Corporation Board went into Executive Session at 7:49 PM to deliberate economic development negotiations and re-opened to the public at 8:29 PM. No action was taken.

Next meeting date is to be determined. The meeting adjourned at 8:31 PM.

  
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Allen Dieringer, Secretary

ED CORPORATION  
FINANCIAL REPORT  
OCTOBER 20, 2003

ECONOMIC DEVELOPMENT CHECKING/CDS

BALANCE	9/15/03	499470.23	
DEPOSIT	9/17/03	13661.76	
INTEREST	9/30/03	157.00	
BALANCE	9/30/03		513288.99

INDUSTRIAL FOUNDATION CD

BALANCE	9/17/03	164104.52	
INTEREST	9/29/03	280.15	
BALANCE	9/30/03		164384.67

TOTAL	9/30/03		677673.66
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4B TAX RECEIVABLE	10/20/03	13962.08	
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**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MINUTES  
November 17, 2003**


President Margie McMullen called the Economic Development Corporation Board meeting to order at 6:00 P.M. on Monday, November 17, 2003. The minutes of the October 20<sup>th</sup> meeting were reviewed and approved by motion of Arthur Hermann with a second by Louis Boening. All present voted to approve. City's Finance Director Charlotte Morrow presented the financial report.

Under old business Pat Matusek of Maverick Engineering presented an update on the Pershing Square Project. Drawings were presented on the different plaques, nameplates and designs for the project. President McMullen also reported that the goal of \$170,000 had been met but contributions would be accepted and pledges are due in January. City Manager Cook reported meeting with Ernest Gerlach to provide an updated proposal on the Economic Development Strategic Plan for Economic Growth. Mr. Gerlach plans to attend the January Board meeting to present the updated proposal. It was suggested by Mr. Gerlach that the Lower Colorado River Authority might be able to assist in the local retail-marketing plan.

Mr. Cook also reported that the Master Parks Plan Committee met with Paul Scallon from the LCRA and reviewed the draft park plan. There will be a public hearing on Wednesday, January 14, 2004 at the Community Center to receive input from interested citizens. All members of the Y.E.D.C. Board are encouraged to attend.

The Board went into an Executive Session at 6:40 PM to deliberate economic development negotiations and re-opened to the public at 8:12 PM. No action was taken.

No meeting was scheduled for December. The next meeting is planned for January 19, 2004. The meeting adjourned.

  
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Allen Dieringer, Secretary

**ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MINUTES  
December 17, 2003**


President Margie McMullen called the Economic Development Corporation Board meeting to order at 6:00 P.M. on Monday, December 17, 2003. The minutes from the previous meeting of November 17<sup>th</sup> were reviewed and approved by motion of Louis Boening with a second by Annie Rodriguez. All present voted to approve. City's Finance Director Charlotte Morrow presented the financial report. All Board members were present.

Economic/Community Development Coordinator Gregory Lassman reported on his meeting with Dale Fowler from the Victoria Economic Development Corporation. Fowler encouraged the preparation of an Economic Impact Analysis on projects. L.C.R.A. can provide this service at no cost and will prepare an analysis on future projects that the E. D. C. Board will be involved with.

After talking with the State, City Manager Calvin Cook reported that for the City to grant back to the E. D. C. the funds from their purchase of the 6.84 acres from the City, the E.D.C. would have to enter into a contract with the City. The City Council recommended that these funds be designated for future land purchases. City Attorney Kvinta is to prepare a contract. Motion by Tommy Barre with a second by Tim Faulkner to authorize President McMullen to negotiate and sign the contract when prepared. Motion passed unanimously. The City Manager also presented to the Board a map showing several sites for future developable properties within the city limits thereby receiving revenue both from the City utilities, property and perhaps sales tax.

The Board went into Executive Session at 6:21 P.M. to deliberate economic development negotiations and later re-opened to the public at 8:53 P.M. Motion by Tim Faulkner with a second by Annie Rodriguez to authorize Calvin Cook to negotiate on the real property and secure an appraisal of the property. Motion passed unanimously.

The next scheduled meeting of the Board will be on January 19, 2004 at 6 P.M. in the Public Works Building. The Master Parks Plan public meeting and review will be at 6:00 P.M. at the Community Center. The meeting adjourned at 8:58 P.M.

  
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Allen Dieringer, Secretary