SPECIAL MEETING OF THE YOAKUM ECONOMIC DEVELOPTMENT CORPORATION
BOARD OF DIRECTORS
Monday, January 9, 2017
City Hall Conference Room – 11:30 AM

PRESENT:
Gery Maneth .................................................. President
Anita R. Rodriguez ............................................ Vice-President
Arthur G. Hermann III ....................................... Secretary
Tommy Barre ................................................... Director
Larry Leahy ..................................................... Director
Tim McCoy ..................................................... Director
Zenith Stevens ............................................... Director
Kevin Coleman ............................................... City Manager
Chuck Dart .................................................... Dir of Economic Development

ABSENT: Theresa A. Bowe .................................... City Clerk

President Maneth called the meeting to order at 11:36 AM. Geri Lawing with GVEC was present and welcomed.

Review was held of the Strategic Plan and extended discussion was held. Input was provided from all attending. Based on discussion, Board gave approval as presented to be considered for adoption at the next meeting. Direction was given to continue review current City ordinances and possible revisions.

There being no further business, the meeting adjourned at 12:51 PM

Gery B. Maneth  
President

Attest:

Theresa A. Bowe  
City Clerk
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, January 16, 2017
City Hall Conference Room – 11:30 AM

PRESENT: Gery Maneth, President
          Anita R. Rodriguez, Vice-President
          Arthur G. Hermann III, Secretary
          Tommy Barre, Director
          Larry Leahy, Director
          Kevin Coleman, City Manager
          Theresa A. Bowe, City Clerk
          Chuck Dart, Dir of Economic Development

ABSENT: Tim McCoy, Director
        Zenith Stevens, Director
        Sandra Jacob, Director of Finance

President Maneth called the meeting to order at 11:36 AM.

Director Hermann made a motion to adopt the minutes of the December 2, 2016 meeting as presented. Second was made by Director Rodriguez and motion carried unanimously. Motion by Director Barre to adopt the minutes of the December 19, 2016 meeting as amended (-. Second by Director Leahy; motion carried unanimously. Motion by President Maneth to adopt the minutes of the January 9, 2017 meeting as presented; second by Director Barre. Motion carried unanimously.

Director Hermann made a motion to accept the Financial Report as presented. Motion was seconded by Director Rodriguez and carried unanimously.

The December Sales Tax Comparison Report was presented for review. Discussion was held.

The YEDC Fiscal Year-End Report was provided for Board review and consideration. The information provided was based on the Fiscal Year audited information. Discussion was held and a recommendation was made to schedule a special joint meeting between the YEDC and the City Council. Highlights were provided of the economic development activity over the last year. The Board made a suggestion to contact the City of Hallettsville to get information on any new programs they may be implementing. Circle Y Saddles, Inc. will be receiving a certificate of occupancy after the company finalizes building and fire code issues. Once complete, the company will be eligible to receive the approved funding. Modifications to the Strategic Plan were reviewed. The Board tentatively scheduled the special joint meeting for January 31, 2017 at 5:30 PM contingent upon availability of the City Council members.

Under Director's Report, information was provided regarding the targeting of key business for location in Yoakum. The Team Texas Plan and conferences were discussed. As of this date, no action has taken place regarding workforce development. Information was reviewed regarding continuity planning and training for existing businesses. A survey was distributed to local businesses; results were provided and reviewed. Suggestions were provided for further training. Discussion was held regarding employees from Eddy Packing wishing to become more involved in economic development activities. A pre-qualification packet has been sent to the Texas Historic Commission and has been approved for a National Register District. The Texas Historic Commission provides standard surveys to the cities and volunteers will visit the downtown business owners to complete. Informational meeting have been scheduled for Friday, January 27, 2017 and Monday, January 30, 2017 for property owners that may have questions; announcements will be placed in the newspapers. The Community Health Challenge kick off was held January 14, 2017 with approximately 150 participants over the course of four hours.
The Yoakum Community Hospital report doing over 30 medical screenings. The bike safety training and healthy cooking workshops were reviewed. Another event will be planned for March. Update to the website is still on hold; DED Dart is looking for a way to make transitions in-house. The historical survey will be a priority and uploaded to the website.

After review and discussion, Director Barre made a motion to approve the proposed revisions to the Strategic Plan as presented to baseline economic data and demographics, and to the Yoakum Economic Development Goals. Motion was seconded by Director Leahy and carried unanimously.

Information was reviewed regarding the Business District Preservation Program Grant application received from Tim & Mary Bulot as tabled from the October 2016 meeting. Plans were provided as requested from Tim Bulot regarding the renovations and time frame for the old Yoakum National Bank building located on West Grand Avenue. A three-year plan was provided; broken down to the first year plan. The owners have been working on the building for a year and a half; the downstairs is complete and will be renting the facility out for events. Property owners are planning on beginning the renovation of the upstairs in January. Details were discussed regarding the infrastructure changes. Consideration of an elevator installation was reviewed. Director Barre made a motion approve an application for funding from Tim Bulot for renovations to the Yoakum National Bank building in an amount not to exceed $7,500. Motion was seconded by Director Leahy and carried unanimously.

Consideration was held regarding a Retail Enhancement Grant application as tabled from the October 2016 meeting received from Lobo, LLC for the painting of the Stanley Center located on West Grand Avenue. Contact was made with the property owner and the paint contractor. After receiving a revised proposal from the painter, the property owner has decided to only paint two sides of the building. After discussion, the Board requested that the property owner consider painting the Irvine Street and West Grand Avenue sides of the facility. Motion to approve funding of the project in an amount not to exceed $10,000 was made by Director Hermann. Second was made by Director Barre; carried with Directors Maneth, Rodriguez, Barre, and Hermann voting in favor; Director Leahy opposed.

President Maneth announce that the Board would enter into Executive Session at 12:46 PM to deliberate the purchase, exchange, lease, or value of real property (V.T.C.A., Gov. Code, Sec. 551.072), and to deliberate the appointment, employment, evaluation, and duties of the Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). Meeting re-opened to the public at 1:16 PM. Action resulting from Executive Session: motion by Director Barre to approve a $2,000 bonus to Director of Economic Development Chuck Dart for the revisions of the Strategic Plan. Second was made by Director Hermann; motion carried unanimously.

The next regular Board meeting was scheduled for 11:30 AM on Monday, February 20, 2017 at City Hall.

There being no further business, the meeting adjourned at 1:17 PM.

Attest:

Gery B. Maneth
President

Theresa A. Bowe
City Clerk
JOINT MEETING OF THE YOAKUM CITY COUNCIL
and
THE YOAKUM ECONOMIC
DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Tuesday, January 31, 2017
City Hall Conference Room – 5:30 PM

PRESENT:
Anita R. Rodriguez .................................................. Mayor/Vice-President
Elorine Sitka .......................................................... Mayor Pro-Tem
Rodney Jahn .......................................................... Councilmember
Tim McCoy .......................................................... Councilmember/Director
Carl O'Neill .......................................................... Councilmember
Kevin Coleman ..................................................... City Manager
Kenneth E. Kvinta .................................................. City Attorney
Theresa A. Bowe .................................................... City Clerk
Chuck Dart .......................................................... Director of Economic Development
Gery Maneth .......................................................... President
Tommy Barre ........................................................ Director
Arthur G. Hermann III .......................................... Secretary
Zenith Stevens ....................................................... Director

ABSENT: Larry Leahy .................................................. Director

MAYOR Rodriguez called the meeting to order at 5:30 PM. Information was presented by DED Chuck Dart indicating the current YEDC priorities including the continuing grant programs, providing an update on the creation of a database of downtown buildings, owners, and their strategies for those buildings. The current financial report and fiscal year end comparison was provided for review. The six grant programs were reviewed including the General Grant category. Details of the grant funding were provided. Training programs provided to local businesses were reviewed. Further Business Essentials programs have been planned for 2017.

Presentation was made of the City’s Strategic Plan. The YEDC Strategic Plan was presented by DED Dart including proposed updates. Demographics were reviewed: reviewed the City’s aging population, race demographics with the growing Hispanic population, income distribution, competitive wages, and workforce demand in the manufacturing field. An action plan was discussed for needed workforce. Input was received from the Council, YEDC Board, City Manager, and ED Director in order to make adjustments to the plan. Consensus of the Council and YEDC Board was to include the revitalization of the downtown area as a goal to the Strategic Plan. Goals were reviewed; strategies to retain businesses including real estate incentives, YEDC’s supportive role in housing, tourism and community enhancement projects, regional recruitment and marketing partnerships, and community awareness were discussed. Development of a downtown revitalization plan to incorporate a national historic register district was discussed. Plans were outlined to encourage property owners to participate with minimal cost of implementing the program by utilizing volunteers and local researchers. Consulting fees may be incurred and has been budgeted for in the YEDC budget. Suggestions were made to contact area colleges that may be interested in participating in the project. Incentive information was provided regarding tax credits through the national historic district when building improvements are done.

Discussion was held regarding the City of Yoakum economic and community development issues and priorities. Yoakum can create a perception of activity by updating buildings which will improve the City’s chances of growing and attracting businesses. Discussion was held regarding retail space that needs to be filled: specifically the Ashley Furniture building and Alco Building located on Highway 77A.
Mayor Rodriguez and President Maneth thanked the members for attending and for providing feedback. The Council and the YEDC Board agreed that meeting twice each year would be beneficial. Another joint meeting will be scheduled in July 2017.

THERE being no further business, the meeting adjourned at 7:07 PM.

Gery B. Maneth
President

Attest:

Theresa A. Bowe
City Clerk
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, February 20, 2017
City Hall Conference Room – 11:30 AM

PRESENT: Gery Maneth, President
          Anita R. Rodriguez, Vice-President
          Arthur G. Hermann III, Secretary
          Tommy Barre, Director
          Larry Leahy, Director
          Tim McCoy, Director
          Kevin Coleman, City Manager
          Theresa A. Bowe, City Clerk
          Sandra Jacob, Director of Finance
          Chuck Dart, Dir of Economic Development

ABSENT: Zenith Stevens, Director

President Maneth called the meeting to order at 11:40 AM.

Director McCoy made a motion to adopt the minutes of the January 16, 2017 and January 31, 2017 meetings as presented. Second was made by Director Leahy and motion carried unanimously.

Director Hermann made a motion to accept the Financial Report as presented. Motion was seconded by Director Rodriguez and carried unanimously.

The January 2017 Sales Tax Comparison Report was presented for review. Discussion was held. The confidential detail report has been requested by the Mayor in an effort to determine the reason behind the significant drop in revenue.

Discussion was held regarding the January 31, 2017 Joint City Council/Yoakum Economic Development Corporation Board of Directors meeting. The Board felt the meeting was productive; suggestions were made to change the structure in order to provide better information and receive additional feedback; to provide Council with details prior to the meeting to provide background and history of the items to be discussed; and for the Director of Economic Development to provide Council with a report on a quarterly basis.

Under Director's Report, targeting key businesses and industries – information was provided regarding new business prospects; the Alco Store is currently still vacant although multiple companies have expressed an interest in the property; marketing of that property is being handled by a realtor providing national advertisement. Workforce Development – DED Dart visited with the Executive Vice-President of the Victoria College and reviewed the Technology Center located on the campus. Under Business
Recruitment – A Business Essentials meeting is scheduled for March; the topic will be generating cash. All local businesses are invited to attend. The Board was provided an update on the property located on Highway 77A on the North West side of town: the property has been cleaned, the dilapidated manufactured homes that had been stored on the property have been removed and the property sold. Leads/prospects from the Governor’s Office have been received: none have been a match for the available buildings in Yoakum. The owners of the old hospital located on Hubbard Street are interested in selling the property. DED Dart will take a tour of the facility to determine what potential it may have. Discussion was held regarding the YEDC’s supporting role in housing, tourism, and community enhancement. Under Regional Recruitment and Marketing Partnerships: DED Dart will be attending the Texas Rural Round Up scheduled to be held in San Antonio, Texas from March 2-3, 2017, hosted by the University of Texas at San Antonio’s Institute for Economic Development–Small Business Development Center (SBDC). The Cuero Economic Development Corporation has scheduled a Community Leaders Program in March with former Bastrop County Judge Ronnie McDonald as the guest speaker. DED Dart presented to the Yoakum Progressive Club, and Yoakum Lions Club and has placed several articles in the Yoakum Herald-Times in an effort to promote awareness of the Yoakum EDC. He has also met with representatives from the local banks and held community meetings to make citizens aware of the National Register District project. Volunteers are being recruited and a consultant has been contacted. DED Dart has sent a letter to the Yoakum Preservation Society requesting assistance and is awaiting a response. The Board was reminded of the Tax Abatement Resolution that has been in effect since 1997 and was re-affirmed by the City Council at their February 2017 meeting. A review was held of the pending grant applications: Lavaca Tech, did meet their six month requirement to receive the grant funding; unfortunately has not been as successful in Yoakum as they had hoped and will be closing the location. LOBO has completed the painting of the Stanley Center and has met the requirements for funding. An update was provided on the YEDC website. Information has been provided to the current vendor, DE Webworks, and staff is waiting on a draft to be provided for review. Discussion was held regarding software for updating the site in the future.

Handouts were provided and the budget was reviewed in relation to a mid-year call for grant applications. After review, motion by Director Leahy to approve the reopening of the application process and authorize the publication for mid-year grant applications. Motion was seconded by Director Barre and carried unanimously. Staff is to bring applications received for Board consideration at the April 2017 meeting.

Examples of historical survey projects in other cities, including associated costs, was presented for review as a part of the National Register District project. Rebecca Borchers has been contacted as a consultant that is originally from Yoakum and has experience with the downtown area. She has an expertise in the National Register District program and has outlined a scope of work to be provided if selected as the consultant for the project. After discussion, Director Barre made a motion to make a recommendation to the Council to approve a contract with Rebecca Borchers Consulting in an amount not
to exceed $25,000. Second was made by Director Hermann and motion carried unanimously.

In the observance of time, discussion of the 2017 Business Appreciation Luncheon scheduled for Wednesday, May 3, 2017 was postponed until a future meeting, as well as the updated presentation of Yoakum’s Strengths, Weaknesses, Opportunities, and Threats Analysis.

President Maneth announce that the Board would enter into Executive Session at 12:51 PM to deliberate the purchase, exchange, lease, or value of real property (V.T.C.A., Gov. Code, Sec. 551.072), and to deliberate the appointment, employment, evaluation, and duties of the Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). Meeting re-opened to the public at 1:20 PM. Action resulting from Executive Session: motion by Director Hermann to approve the amended version Director of Economic Development Chuck Dart’s incentive program. Second was made by Director Leahy; motion carried unanimously.

The next regular Board meeting was scheduled for 11:30 AM on Monday, March 20, 2017 at City Hall.

There being no further business, the meeting adjourned at 1:21 PM.

Gery B. Maneth  
President

Attest:

Theresa A. Bowe  
City Clerk
President Maneth called the meeting to order at 11:30 AM.

Director Rodriguez made a motion to adopt the minutes of the February 20, 2017 meeting as presented. Second was made by Director McCoy and motion carried unanimously.

Jeff Boswell was present representing the Yoakum General Store in reference to a submitted grant application. The existing building is being updated; the exterior has been improved and work is being done on the interior; construction is taking a little longer than anticipated; the application was presented and reviewed; the property owners are looking to create a hometown general store; the old tomato sheds across the street will be demolished to make room for the lumber yard; plans are in place to install/refurbish an old corn grinder in an effort to preserve a part of the heritage of the community. Questions were posed and addressed; future plans for development were reviewed. The property owners have been in contact with a developer that plan to build affordable homes in Yoakum that would utilize the new lumber yard for supplies. Plan to work towards bringing business into Yoakum. The Board thanked Mr. Boswell for the presentation.

Director Hermann made a motion to accept the Financial Report as presented. Motion was seconded by Director Barre and carried unanimously.

The March 2017 Sales Tax Comparison Report was presented for review. Discussion was held.

DED Dart provided an update on Yoakum’s Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis. Each area was reviewed in order to provide the Board with a direction for moving forward with potential development.

Details for the 2017 Business Appreciation Lunch were discussed: the date was set for May 3, 2017, with guest speaker Ronnie McDonald being invited to speak; no door prizes will be provided; invitations will be sent out to all existing businesses; consensus of the Board was
to award the Community Improvement Award to The Grande Theater; and the event will be
catered by Riley's BBQ of Yoakum, Texas.

Under Director's Report, information was provided regarding the Canadian company that
had shown interest in locating in Yoakum, has now reconsidered and is no longer considering
the move. Attended a webinar promoting a technology that recycles plastic bi-products and
turns them into fuel. It is a low investment company that will be researched further and options
brought back to the YEDC at a later date. DED Dart has ordered a Retail GAP Analysis to be
provided to the YEDC at a later date. The mid-year grant applications have been opened up.
Applications are being received through April 10th and will be provided for Board review at the
April 2017 meeting. The next Business Essentials meeting will be held on April 19th; the previous
meeting had a good attendance. Attended a regional Small Business Development Center event
in San Antonio, Texas earlier in March; good contacts were made. Scheduled to attend a Texas
Downtown Association Regional Roundtable event in Richmond, Texas on April 19, 2017. DED
Dart made a presentation to the Yoakum Preservation Society and the DeWitt County Historical
Commission. The Statement of Work with Rebecca Borchers Consulting has been modified
based on budgeted information, separating the payments into phases to be paid out as outlined
and approved by Council. He has met with the Preservation Society to make a request for a
donation of funds in the amount of $6,250 toward the historic district project. Volunteers were
discussed for the project; a request has been sent to the University of Texas – Architecture
School, UTSA – Architecture School, and the Texas Department of Agriculture intern program.
Expecting to receive applicants from those contacts for a five week period. Leadership training
was attended in early March. Grant status: Circle Y has completed the requirements to receive
grant funding for two of the four grants for a total of $90,000. Has contacted each of the grant
applicants to determine the progress of their projects, providing applicants with the option to
provide a plan of action for initiation and completion prior to Fiscal Year end, or withdraw the
current application and submit for the next Fiscal Year program. Training will be attended on
March 29th for website maintenance; bi-annual sales tax training will be held in Austin, Texas on
December 8, 2017 for those members who are able to attend. Conference schedule was
presented for review for the Director of Economic Development's certification requirements.

President Maneth announce that the Board would enter into Executive Session at 12:39
PM to deliberate the purchase, exchange, lease, or value of real property (V.T.C.A., Gov. Code,
Sec. 551.072). Meeting re-opened to the public at 12:57 PM with no action resulting from
Executive Session.

The next regular Board meeting was scheduled for 11:30 AM on Monday, April 17, 2017
at City Hall.

There being no further business, the meeting adjourned at 1:09 PM.

Attest:

Theresa A. Bowe
City Clerk

Gery B. Maneth
President
SPECIAL MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Wednesday, March 29, 2017
City Hall Conference Room – 11:30 AM

PRESENT:  Gery Maneth.............................................................. President
Anita R. Rodriguez....................................................... Vice-President
Arthur G. Hermann III................................................... Secretary
Tommy Barre................................................................. Director
Zenith Stevens................................................................. Director
Tim McCoy................................................................. Director
Kevin Coleman............................................................ City Manager
Theresa A. Bowe......................................................... City Clerk
Chuck Dart............................................................. Dir of Economic Development

ABSENT:  Larry Leahy.......................................................... Director

President Maneth called the meeting to order at 11:30 AM and opened the meeting to the public.

President Maneth announce that the Board would enter into Executive Session at 11:30 AM to deliberate regarding economic development negotiations concerning the Yoakum General Store (V.T.C.A., Gov. Code, Sec. 551.087). Meeting re-opened to the public at 11:57 AM.

Action resulting from Executive Session: Motion by Director Hermann to recommend approval of a grant application from the Yoakum General Store in the amount of $50,000 upon opening of the general store, $50,000 upon opening of the lumber yard, and sales tax rebates over a five year period in an amount of up to $50,000 for a total of $150,000. Second was made by Director Stevens; motion carried unanimously.

There being no further business, the meeting adjourned at 11:38 AM.

Attest:

Theresa A. Bowe
City Clerk

Gery B. Maneth
President
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, April 17, 2017
City Hall Conference Room – 11:30 AM

PRESENT:      Gery Maneth.......................... President
              Anita R. Rodriguez.................. Vice-President
              Arthur G. Herrmann III.............. Secretary
              Tommy Barre.......................... Director
              Zenith Stevens...................... Director
              Kevin Coleman ..................... City Manager
              Theresa A. Bowe..................... City Clerk
              Sandra Jacob....................... Director of Finance
              Chuck Dart........................ Dir of Economic Development

ABSENT:      Tim McCoy.......................... Director

President Maneth called the meeting to order at 11:30 AM.

Director Stevens made a motion to adopt the minutes of the March 20, 2017 and March 29, 2017 meetings as presented. Second was made by Director Herman and motion carried unanimously.

The April 2017 Sales Tax Comparison Report was presented for review. Discussion was held.

The Financial Report from February 2017 was presented. Discussion was held regarding the timing of the information received and how it may be presented to the Board in the future.

Mid-year grant applications were reviewed: after review of the revised projected revenue, funding for Community Service grants has reached the maximum allowed by State law, so those applications will be unable to be funded. Applicants for the Mid-Year Community Service grant have been contacted and made aware of the situation. All previously awarded applicants have decided to move forward with the projects and approved funding would be utilized prior to the end of the fiscal year. Three Mid-Year Business District Preservation applications were provided for review. Mrs. Theresa Boening was present to provide information on grant requests from The Grand Cottage and Serenity Bed & Breakfast. Mrs. Boening indicated that the grant funds will be utilized to assist with a new roof for the Serenity Bed & Breakfast; the funding request for the Grand Cottage will be utilized to assist with exterior painting. The owners have plans to continue renovations on the interior of the facilities at sole expense. Questions regarding occupancy and potential occupancy were posed and discussed. Five Mid-Year Business Retail applications were presented for review.

Jeff and Jaclyn Boswell were present representing the Yoakum General Store in reference to a submitted grant application. The existing building is being updated; the exterior has been improved and work is being done on the interior; construction is taking a little longer than anticipated; the application was presented and reviewed; the property owners are looking to create a hometown general store; the old tomato sheds across the street will be demolished to make room for the lumber yard; plans are in place to install/refurbish an old corn grinder in an
effort to preserve a part of the heritage of the community. Questions were posed and addressed; future plans for development were reviewed. The property owners have been in contact with a developer that plans to build affordable homes in Yoakum that would utilize the new lumber yard for supplies, as well as area suppliers to increase the variety of products available to Yoakum customers. The Boswells continue to work towards bringing business into Yoakum. The Board thanked Mr. & Mrs. Boswell for the presentation.

President Maneth opened a public hearing on proposed funding for a General Grant application from the Yoakum General Store at 117 West Street in Yoakum. Theresa Boening offered positive comments regarding the project and the new business. There being no further comments from the public, the public hearing closed.

Motion by Director Hermann to recommend approval of a grant application from the Yoakum General Store in the amount of $50,000 upon opening of the general store, $50,000 upon opening of the lumber yard, and sales tax rebates over a five year period in an amount of up to $50,000 for a maximum grant of $150,000. Second was made by Director Stevens; motion carried unanimously.

President Maneth announced that the Board would enter into Executive Session at 12:20 PM to deliberate regarding economic development negotiations (V.T.C.A., Gov. Code, Sec. 551.087) for grant applications received from Jacobs-Weber, Inc. at 408 Forrest Street, The Tin Shed at 410 W. Grand Avenue, The Grand Cottage at 1107 W. Grand Avenue, Serenity Bed & Breakfast at 506 W. Grand Avenue, Yoakum Heritage Museum at 312 Simpson, River of Life of Yoakum, Inc. at 109 US Hwy 77A South, The Wine Room at 614 Irvine Street, H&H Café and Bakery at 719 Lott Street, Southern Roots Salon at 414 Forrest Street, and Town & Country Cleaners at 107 Nelson Street. Meeting re-opened to the public at 1:14 PM with the following action resulting from Executive Session: 1) Motion by Director Barre to approve Business District Preservation grant application for Jacobs-Weber, Inc. in the amount of $6,000. Second was made by Director Hermann; motion carried with Director Rodriguez abstaining; 2) Motion by Director Stevens to approve a Business District Preservation grant application for The Tin Shed in the amount of $2,720. Second was made by Director Rodriguez; motion carried with Director Hermann abstaining; 3) Motion by Director Stevens to approve a Business District Preservation grant application for The Wine Room in the amount of $1,040. Second was made by Director Hermann; motion carried unanimously; 4) Motion by Director Stevens to approve a Business District Preservation grant application for Serenity Bed & Breakfast in the amount of $7,428. Second was made by Director Hermann. Motion carried unanimously; 5) Motion by Director Barre to approve a Business Retail Enhancement grant application for H&H Café and Bakery in the amount of $8,000. Second was made by Director Stevens; motion carried unanimously; 6) Motion by Director Rodriguez to approve a Business Retail Enhancement grant application for Southern Roots Salon in the amount of $1,297. Second was made by Director Barre; motion carried unanimously; and, 7) Motion by Director Stevens to approve a Business Retail Enhancement grant application for Town & Country Cleaners in the amount of $2,900. Second was made by Director Rodriguez; motion carried unanimously. Funding was not approved for Business District Preservation application from The Grand Cottage. The Community Service application from Yoakum Heritage Museum, and the Community Service application from The River of Life of Yoakum, Inc. were not approved.

Proposed budget amendment affecting the Business District Preservation and Retail Enhancement Budget was presented for review and discussion based on proposed grant
funding. Motion by Director Rodriguez to approve the budget amendment as amended. Second was made by Director Hermann; motion carried unanimously.

Proposed budget amendment was presented amending the business expansion grant, City projects, and reducing the advertising budget. Motion to approve as presented was made by Director Barre; second was made by Director Hermann. Motion carried unanimously.

Under Director’s Report, a retail gap analysis has been received from the Small Business Development Center and will be provided for Board review at the next meeting. Contact has been made by a person interested in purchasing the ALCO building located on Highway 77A South to possibly expand an existing building. A Business Essentials meeting will be held on April 19th based around marketing. The Business Appreciation Luncheon scheduled for May 3rd was discussed; Board members will be making calls to local businesses to ensure invitations were received. Questions were posed and addressed regarding the Downtown Revitalization Plan.

The next regular Board meeting was scheduled for 11:30 AM on Monday, May 15, 2017 at City Hall.

There being no further business, the meeting adjourned at 1:25 PM.

Attest:

Theresa A. Bowe
City Clerk

Gery B. Maneth
President
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, May 15, 2017
City Hall Conference Room – 11:30 AM

PRESENT:  Gery Maneth .......................................................... President
           Anita R. Rodriguez ................................................. Vice-President
           Arthur G. Hermann III ............................................. Secretary
           Tommy Barre .......................................................... Director
           Tim McCoy ............................................................ Director
           Kevin Coleman ....................................................... City Manager
           Theresa A. Bowe ..................................................... City Clerk
           Sandra Jacob .......................................................... Director of Finance
           Chuck Dart ............................................................ Dir of Economic Development

ABSENT:  Zenith Stevens ....................................................... Director

President Maneth called the meeting to order at 11:36 AM. Rebecca Borchers was acknowledged and welcomed as the National Register District Consultant.

Director Rodriguez made a motion to adopt the minutes of the April 17, 2017 meeting as presented. Second was made by Director Hermann and motion carried unanimously.

The May Sales Tax Comparison Report was presented for review. Discussion was held.

Director McCoy made a motion to accept the Financial Report as presented. Questions were posed and addressed regarding payments to Circle Y Saddles. The EDC’s 2nd payment to Circle Y is listed on the Financial Report; a 3rd payment has been made that is not indicated on this report; the 4th payment is expected to be requested soon. The Company has received their Certificate of Occupancy which was the trigger that authorized the final payment. Motion was seconded by Director Hermann and carried unanimously.

A requested amendment to the Yoakum General Store, LLC Chapter 380 Agreement was reviewed. The owners have asked that the number of employees required to meet the contract be reduced from three to two. After discussion, the consensus of the Board was to allow the change to the contract.

DED Dart provided a presentation on the revised YEDC website. Details were reviewed and discussed.

Discussion was held of the Retail Gap Analysis indicating what consumers spend in a geographical area and what is actually purchased within the geographical area. Review was held; questions were posed and addressed. Surplus and gaps were compared.

City Manager Coleman provided details regarding the negotiations between Eddy Packing Company and the City for the receiving of wastewater from the facility. Eddy Packing will need to make changes to their pre-treatment system prior to increasing the flow received from the company by the City. The earliest timeline indications are early 2019 for allowing the additional flow. The City is waiting on an engineer’s report from Eddy Packing to determine the flow and content of that flow in order to determine what the next logical steps will be. Information was
provided regarding the arrangement of Eddy Packing’s facility and grounds. Negotiations will continue.

Under Director’s Report, DED Dart reported on the San Antonio Manufacturer’s Association (SAMU) meeting held in San Antonio, Texas in May. Exhibitors were small and medium size manufacturers, along with two economic development corporations. Contact was made with those organizations and discussed Yoakum’s possible participation next year. A recap was provided of the Annual Local Business Appreciation Luncheon held May 3rd. There was an estimated 125 attendees and the survey results regarding the luncheon were reviewed. Very positive feedback was received. The next Business Essentials meeting discussing online marketing is scheduled for June 14, 2017 and will be presented by the University of Houston-Victoria’s Small Business Development Center. Topics for future EDC meetings were reviewed including training and conference schedules, a grant summary, information regarding the TexTan property and the guidelines that surround that grant, review and possible revision of current grant guidelines, and the report from Rebecca Borchers on the National Register District Project.

President Maneth announce that the Board would enter into Executive Session at 12:35 PM to deliberate the appointment, employment, evaluation, and duties of the Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). Meeting re-opened to the public at 12:54 PM. Action resulting from Executive Session: Motion by Director McCoy to pay a bonus to DED Dart for the completion of the web shell in the amount of $1,000, implementation of web upgrades in the amount of $1,000, the completion of the National Register District Phase I in the amount of $1,000 for a total of $3,000. Motion was seconded by Director Hermann and carried unanimously.

The next regular Board meeting was scheduled for 11:30 AM on Monday, June 19, 2017 at City Hall.

There being no further business, the meeting adjourned at 12:54 PM.

Gery B. Maneth
President

Attest:

Theresa A. Bowe
City Clerk
President Maneth called the meeting to order at 11:37 AM. Whitney Boone was welcomed as a newly appointed member. Jesse Berger was introduced; Jesse has been hired as an intern working with Rebecca Borchers on the National Register Project.

Director Barre made a motion to adopt the minutes of the May 15, 2017 meeting as presented. Second was made by Director Rodriguez and motion carried unanimously.

The June Sales Tax Comparison Report was unavailable at the time of meeting.

Director Hermann made a motion to accept the Financial Report as presented. Motion was seconded by Director Stevens and carried unanimously.

Information was provided regarding the Yoakum General Store, LLC Chapter 380 Agreement. Questions regarding the details of the effective date of the sales tax reimbursement were posed and addressed. The contract has been reviewed by the City Attorney.

Under Director’s Report, DED Dart provided information to the Board regarding the Strategic Plan Target Industry Analysis. Should be able to present the report at the July 2017 meeting. The Strengths, Weakness, Opportunities, and Threats Analysis was reviewed. Target industry representatives were contacted and information was requested from them to determine the most pertinent set of priorities that the Board may want to target. Business Essentials training was cancelled for the month of June. Staff has had meetings with Eddy Packing Company in order to determine what assistance the City can provide with funding options for the wastewater pre-treatment infrastructure needed for the facility. Specifically, the Texas Capital Fund and Economic Development Administration are primary sources for grant assistance. Council has approved advertising for Requests for Qualifications for engineering services and grant consultants for this project. DED Dart provided a report on retail stores that have closed over the last six months across the United States. Information was provided regarding the Tex Tan Property. A flyer was provided for the Texas Rural Leadership Program scheduled for July 6, 2017 in Cuero, Texas. The purpose of the program is to train the next generation of community leaders. Downtown Revitalization plan was reviewed. Intern Jesse Berger provided information
on how the project was developed, identifying specific locations and a timeline of how the project
should progress.

Grant guidelines were reviewed. Discussion was held regarding goals and potential
changes. Board members were asked to review the provided information and bring back
suggestions at a future meeting for revisions.

Training sessions and other events were reviewed. Proposed priorities were discussed.
The board authorized DED Dart to use his discretion in choosing travel and training events for the
remainder of the calendar year.

President Maneth announce that the Board would enter into Executive Session at 12:39
PM to deliberate the purchase, exchange, lease, or value of real property (V.T.C.A., Gov. Code,
Sec. 551.072) and to deliberate the appointment, employment, evaluation, and duties of the
Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). Meeting re-opened to
the public at 1:18 PM. No action resulted from Executive Session.

The next regular Board meeting was scheduled for 11:30 AM on Monday, July 17, 2017
at City Hall.

There being no further business, the meeting adjourned at 1:18 PM.

President
Gery B. Maneth

Attest:

Theresa A. Bowe
City Clerk
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, July 17, 2017
City Hall Conference Room – 11:30 AM

PRESENT: Gery B. Maneth, President
          Anita R. Rodriguez, Vice-President
          Arthur G. Hermann III, Secretary
          Tommy Barre, Director
          Tim McCoy, Director
          Kevin Coleman, City Manager
          Theresa A. Lowe, City Clerk
          Sandra Jacob, Director of Finance
          Chuck Dart, Dir of Economic Development

ABSENT: Whitney Boone, Director
         Zenith Stevens, Director

President Maneth called the meeting to order at 11:37AM. Rebecca Borchers was present and welcomed.

Director Rodriguez made a motion to adopt the minutes of the June 19, 2017 meeting as presented. Second was made by Director McCoy and motion carried unanimously.

The July Sales Tax Comparison Report was presented for review and discussion was held.

Director McCoy made a motion to accept the Financial Report as presented. Motion was seconded by Director Barre and carried unanimously.

Director of Economic Development Dart provided information under the Director’s Report regarding a two-year lease agreement executed by Kerry Rhottenbery for the rental of downtown property.

Rebecca Borchers provided an update on the progress of the National Register District Project. Forms are being completed on one hundred and eight properties in the downtown district. Questions were posed and addressed. Ms. Borchers and Ms. Berger were commended on the progress of the project. According to the timeline, Ms. Borchers will prepare the nomination for State review by the end of the calendar year.

DED Dart provided information regarding the current guidelines for the YEDC Grants currently being extended to Yoakum businesses. Revisions were discussed. Consensus of the Board was to schedule a workshop at a later date to discuss each grant category in more detail. No major changes are planned for the 2017-2018 grant cycle.

Details were provided regarding the proposed 2017-2018 YEDC Budget to be presented to the City Council for consideration. Expenses and revenues were reviewed. DED Dart is proposing a part-time intern for a project for next fiscal year and has incorporated that into the budget. City Manager Coleman provided details on the administrative fees associated with the City staff’s assistance with the Economic Development functions for an increase of roughly 3%.
Additional amendments may be recommended for amendment as projects are presented. The proposed budget will be presented in final form to the Board at its August 2017 meeting.

President Maneth announce that the Board would enter into Executive Session at 12:18 PM to deliberate the purchase, exchange, lease, or value of real property (V.T.C.A., Gov. Code, Sec. 551.072) and to deliberate the appointment, employment, evaluation, and duties of the Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). Meeting re-opened to the public at 1:25 PM. Action resulting from Executive Session is as follows: Motion by Director Rodriguez to award a bonus in the amount of $1,000 to DED Dart for completion of Phase III of the National Register District Project. Second was made by Director Hermann and motion carried unanimously.

The next regular Board meeting was scheduled for 11:30 AM on Monday, July 17, 2017 at City Hall.

There being no further business, the meeting adjourned at 1:27 PM.

Gery B. Maneth
President

Attest:

Theresa A. Bowe
City Clerk
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, August 21, 2017
City Hall Conference Room – 11:30 AM

PRESENT: Gery B. Maneth, President
Anita R. Rodriguez, Vice-President
Arthur G. Hermann III, Secretary
Tommy Barre, Director
Whitney Boone, Director
Tim McCoy, Director
Zenith Stevens, Director
Kevin Coleman, City Manager
Theresa A. Bowe, City Clerk
Chuck Dart, Dir of Economic Development

ABSENT: Sandra Jacob, Director of Finance

President Maneth called the meeting to order at 11:34 AM.

Director McCoy made a motion to adopt the minutes of the July 17, 2017 meeting as presented. Second was made by Director Hermann and motion carried unanimously.

The August Sales Tax Comparison Report was presented for review and discussion was held.

Director Rodriguez made a motion to accept the Financial Report as presented. Motion was seconded by Director Stevens and carried unanimously.

Director Tim McCoy has declined reappointment to the Board and discussion was held regarding potential suggestions from the YEDC Board for consideration by the City Council for appointment. Director Barre made a motion to make a recommendation to City Council to appoint Councilmember Elorine Sitka for a two-year term. Second was made by Director Stevens and motion carried unanimously.

Director of Economic Development Dart provided information under the Director’s Report: 1) targeting key businesses and industries – an agribusiness related business that DED Dart has been in contact with is moving forward with moving into Yoakum with a timeframe of roughly one year; a potential full-service restaurant is being proposed by a couple looking for a downtown location; there is a potential for an unnamed outlet store to locate to Yoakum with no specific location referenced at this time; 2) An ICSC event, Retail Live in Austin, the week of August 28, 2017. Presents an opportunity for companies looking for expansion opportunities to have booths available; 3) Business Essentials will be held September 13, 2017 for training opportunities for local businesses; 4) Information was presented on the Eddy Packing, Inc. wastewater pre-treatment project in an amount of approximately $6 million. Grants are being pursued: an application has been submitted to the Economic Development Administration in an amount of $1 million and another to the Texas Capital Fund. The requested grants will be tied to job creation within Eddy Packing. The Texas Capital Fund grant will serve as the match for the Economic Development Administration funds, if approved. The funds will assist with upgrades for water system, wastewater system, and electrical system improvements serving the area where Eddy Packing is located; 5) an update was provided on YEDC grants: H&H Café has completed their
project and funds have been paid out. The Old Yoakum National Bank Building has requested that funds originally approved for use to repair the elevator be reallocated for repairs to the roof. Upon encouragement from Director of Economic Development and President Maneth, the Board took action to allow the merchant to reallocate the remaining funds from elevator repairs to roof repairs, without posting proper notice on the agenda; 6) Based on goals outlined in the Strategic Plan, DED Dart has contacted builders for possible construction of new homes and local property owners that may consider subdividing property for utilization; 7) Information was presented regarding the European-American Investment Council – a consulting company that assists medium size businesses in Europe expand into the United States. DED Dart has visited with the organization and may be brought to the Board for further consideration at a later meeting. 8) Alternative meeting dates were discussed for the months of November and December; the Board felt no need to alter the set dates.

Information was provided regarding Retail Development Tools including a video presentation. Basically a training located in Birmingham, AL to assist with retail development in Yoakum and a program from the company specifying potential companies at a cost of $8,000. Direction from the Board was to hold off on the training until further research can be conducted. DED Dart was directed to utilize the GAP Analysis for contacts, continue contact with the European-American Investment Council, and complete the downtown survey project to determine the feasibility of the training.

Revenues and expenses were reviewed as it relates to the 2017-2018 YEDC Budget. Motion was made by Director Stevens to allow the $8,000 for the retail expedition. Second was by Director McCoy; motion carried unanimously.

After review and discussion, motion by Director McCoy to recommend approval of the 2017-2018 YEDC Budget as amended to the City Council. Second was made by Director Hermann; motion carried unanimously.

President Maneth announce that the Board would enter into Executive Session at 12:58 PM to deliberate the purchase, exchange, lease, or value of real property (V.T.C.A., Gov. Code, Sec. 551.072) and to deliberate the appointment, employment, evaluation, and duties of the Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). Meeting re-opened to the public at 1:18 PM. Action resulting from Executive Session is as follows: Motion by Director McCoy to approve a bonus plan in the amount of $25,000 to DED Dart for Fiscal Year 2017-2018. Second was made by Director Stevens and motion carried unanimously.

The next regular Board meeting was scheduled for 11:30 AM on Monday, September 18, 2017 at City Hall.

There being no further business, the meeting adjourned at 1:19 PM.

Gery B. Maneth
President

Attest:
Theresa A. Bowe
City Clerk
ANNUAL MEETING OF THE YOAKUM ECONOMIC
DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, September 18, 2017
City Hall Conference Room – 11:30 AM

PRESENT:  Gery B. Maneth ........................................... President
          Anita R. Rodriguez ........................................ Vice-President
          Arthur G. Hermann III .................................... Secretary
          Tommy Barre .................................................. Director
          Whitney Boone ................................................ Director
          Elorine Sitka ................................................... Director
          Zenith Stevens .................................................. Director
          Kevin Coleman ................................................ City Manager
          Theresa A. Bowe .............................................. City Clerk
          Chuck Dart ...................................................... Dir of Economic Development
          Sandra Jacob .................................................. Director of Finance

ABSENT:  None

President Maneth called the meeting to order at 11:35 AM.

Director Rodriguez made a motion to adopt the minutes of the September 18, 2017 meeting as presented. Second was made by Director Stevens and motion carried unanimously.

The September Sales Tax Comparison Report was presented for review and discussion was held.

Director Hermann made a motion to accept the Financial Report as presented. Motion was seconded by Director Stevens and carried unanimously.

Director of Economic Development Dart provided information under the Director’s Report:
1) Ms. Borchers provided details on the progress of the Downtown Historical Resource Survey being conducted in coordination with the Texas Historical Commission National Register District Project. One hundred and fifty structures are listed in the survey at this time and clarification is being requested from the Texas Historical Commission to determine how properties should be identified. Questions persist on ownership of certain properties. Ms. Borchers expects to submit the information to the State in October. The contractual obligations for payment to Ms. Borchers will affect the current year’s budget. Budget amendments will be presented for Board consideration at a future meeting; 2) The next Business Essentials Meeting had originally been scheduled for September 19, 2017; however, due to Hurricane Harvey, the focus and date of the training has been changed. The training is now scheduled for September 26th and will relate to assistance through the Small Business Association for physical and economic damage; 3) an update was provided on Fiscal Year 2016-2017 YEDC approved grants. Grantees have until the end of September to complete the designated projects and submit for reimbursement. Information was provided on specific projects and the projected completion dates; 4) Information was provided regarding future YEDC Grant application timelines - Fishbeck’s Meat Market has been sold and renovations are planned for that location; an embroidery shop will be going in near the school; a full service restaurant is being proposed and a request may be received from those owners; the Yoakum Heritage Museum may be submitting for a new fire alarm system; and the St. Regis Hotel has indicated interest in applying again for assistance with the building.
An update was provided on the Eddy Packing, Inc grant submissions to the Texas Capital Fund and Economic Development Administration. The project did not make the cut during the first submission; however, after discussion with the grant administrators, the project will be resubmitted with possible changes to the grant packet to increase the points and chances of approval. Representatives from Eddy Packing have indicated that additional time will not be a problem in relation to the project they have scheduled.

The election of officers was tabled until the October meeting to allow for all members of the Board to be present.

The next regular Board meeting was scheduled for 11:30 AM on Monday, October 16, 2017 at City Hall.

There being no further business, the meeting adjourned at 12:06 PM.

Attest:

Gery B. Maneth
President

Theresa A. Bowe
City Clerk
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, October 16, 2017
City Hall Conference Room – 11:30 AM

PRESENT:  Gery B. Maneth, President
           Anita R. Rodriguez, Vice-President
           Arthur G. Hermann III, Secretary
           Tommy Barre, Director
           Whitney Boone, Director
           Elorine Sitka, Director
           Zenith Stevens, Director
           Kevin Coleman, City Manager
           Theresa A. Bowe, City Clerk
           Chuck Dart, Dir of Economic Development
           Sandra Jacob, Director of Finance

ABSENT:  None

President Maneth called the meeting to order at 11:35 AM. Director Elorine Sitka was welcomed and expressed her appreciation for the confidence that the Council has in her to appoint her to this Board.

Director Rodriguez made a motion to adopt the minutes of the September 18, 2017 meeting as presented. Second was made by Director Stevens and motion carried unanimously.

Discussion was held regarding the year-end status of the 2016-2017 EDC grants: twenty-one (21) of the twenty-six (26) approved grants were completed and paid out. A detailed report was provided for Board review indicating a total of $323,054 in grant funds for last fiscal year.

Information was provided on submitted 2017-2018 grant applications in the order in which they were received: 1) Tim Bulot submitted a request for a Business District Preservation Grant in the amount of $7,500 for the replacement/repair of the roof, continued rehabilitation of the second floor and renovation into two apartments, purchase and installation of an air conditioner, new hallway ceiling, hallway French doors, framing and sheetrock, and install two awnings over the front doors including dumpster services and demolition of the projects at property located at 207 W. Grand Avenue (the Old Yoakum National Bank Building); 2) Soehnge’s Do-It-Center (408 W. Grand Avenue) requested a Business Retail Enhancement Program Grant in the amount of $10,000 for the purchase of a Bobcat T450 Compact Track Loader and attachments for the purpose of expanding the existing business to provide rental equipment to customers; 3) David Elliot and Ronnie Elliot were present representing Sonic Drive In (706 US Highway 77A South) requesting a Business Retail Enhancement Program Grant in the amount of $10,000 to assist in replacing the signage pole, to update the point of sale devices at the location, and clean up the property. The partners plan on spending roughly $150,000 to update the facility, which is anticipated to increase sales up to 6%; 4) County Line Meat Market located at 515 Irvine Street requested a Business Retail Enhancement Program Grant in the amount of $10,000 for renovation of the interior space, refrigeration upgrades, and signage; 5) Anthony’s Nails Spa opening at 514 Lott Street requested a Business Retail Enhancement Program Grant in the amount of $10,000 to assist with interior renovations, plumbing, installation of a drop ceiling, and electrical upgrades. The business owner was present to provide information and answer questions; 6) Yoakum Heritage Museum located at 312 Simpson Street requested a Community Services Program grant in the amount of $1,250 for funding assistance to build a fence; the grant
was revised from the original request after the Museum received funding from the GVEC PowerUp Grant; 7) a request was received from Khaos Fashion Boutique for a Business Retail Enhancement Program Grant to assist with a proposed store to be located at 418 Lott Street in the amount of $2,217.05; no business plan has been developed as of this date; funds would be utilized for interior renovations, shelving, paint, and checkout counter; 8) Rudolph’s Inc. located at 401 E. Morris Street requested a Business Retail Enhancement Program Grant in the amount of $6,040 to assist with painting the interior office, exterior of the building, replace/repair broken windows, and repair panels on the gas pumps; 9) Rudolph’s Inc. located at 121 W. Hugo Street requested a Business Retail Enhancement Program Grant in the amount of $1,583 to assist with the painting of the exterior of the building; 10) Nadir Ali has purchased a building at 302 Front Street and applied for a Business District Preservation Program Grant in the amount of $7,500 to assist with renovations to the building including improvements to plumbing and electrical. The owner does not have specific plans for the property at this time and environmental issues may need to be addressed prior to any award of funding; 11) the Yoakum Mini Storage applied for a Business Retail Enhancement Program Grant in the amount of $10,000 for the purchase of a food truck to be placed near the Mini Storage; 12) Robert Kaiser & Dennis Kaiser, owners of the St. Regis Hotel located at 612 Lott Street requested a Business District Preservation Program Grant in the amount of $7,500 to assist with the replacement of the awning on the building; 13) Lisa Lampley requested a Business District Preservation Program Grant for a building located at 604 Lott Street in the amount of $7,500 for store front renovation to include replacement of the awning, interior clean up, window repair/ replacement, plumbing and electrical improvements, and roof repair; and 14) Get n Go Food Mart requested a Business Retail Enhancement Program grant for the purchase of equipment to begin a Krispy Krunchy Chicken Food, LLC franchise at their location at 508 Irvine Street in the amount of $5,166.36. Action on grant requests were tabled until the next meeting.

The September Sales Tax Comparison Report was presented for review and discussion was held. Direction was given to staff to request a detailed analysis report from the State.

Director Sitka made a motion to accept the Financial Report as presented. Motion was seconded by Director Hermann and carried unanimously.

An update was provided on the Eddy Packing, Inc grant submissions to the Texas Capital Fund and Economic Development Administration that the City has been assisting the company with. The first application was not approved. As a reminder, the Board was informed that the Texas Capital Funds can be used as matching funds for the Economic Development Administration funds, if received. The second request submitted in September was accepted. The Texas Capital Fund representative will be doing a review of the submission; the timeline has not been outlined as of this date. With the completion of the project, the City Wastewater Treatment Plant will be able to handle Eddy Packing’s effluent discharge and hopes to reduce the smell produced from the plant. The improvements will also allow for additional expansion options for the company.

Director of Economic Development Dart provided information under the Director’s Report: 1) Retail Strategies training was attended by DED Dart-training included learning how to identify targets, validate the GAP analysis, and validate local demographics (population, workforce, etc.). Information was provided regarding cell phone data being utilized to determine where consumers are from and the specific trade area for Yoakum; determine the correct approach for retailers; and market Yoakum to specific retailers. The information accumulated from these reports will be taken to the ICSC Texas Conference to be held the second week in November in order to provide details to retailers contacted during this event. The Texas Downtown Association Annual Meeting will be held in McKinney, Texas during the same week.
The next Board meeting was scheduled for 5:30 PM on Monday, November 20, 2017 at City Hall; Council will be requested to attend in order to hold a Joint Council/YEDC meeting.

Motion by Director Sitka to elect Gerry Maneth as President, Annie Rodriguez as Vice-President, and Arthur Hermann as Secretary for the 2017-2018 Fiscal Year. Second was made by Director Boone; motion carried unanimously.

The Board entered into Executive Session at 12:47 PM to deliberate the appointment, employment, evaluation, and duties of the Director of Economic Development (V.T.C.A., Gov. Code, Sec. 551.074). The meeting reopened to the Public at 1:17 PM with no action resulting from Executive Session.

There being no further business, the meeting adjourned at 1:17 PM.

Gery B. Maneth
President

Attest:

Theresa A. Bowe
City Clerk
SPECIAL MEETING OF THE YOAKUM ECONOMIC
DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Tuesday, October 24, 2017
City Hall Conference Room – 5:30 PM

PRESENT:  Gery B. Maneth……………………………………President
Anita R. Rodriguez…………………………………..Vice-President
Arthur G. Hermann III……………………………Secretary
Tommy Barre……………………………………………..Director
Whitney Boone……………………………………………..Director
Elorine Sitka…………………………………………….Director
Zenith Stevens……………………………………………..Director
Theresa A. Bowe…………………………………………City Clerk
Chuck Dart………………………………………………Dir of Economic Development

ABSENT: Kevin Coleman……………………………………City Manager

President Maneth called the meeting to order at 5:30 PM.

Discussion was held regarding the 2017-2018 grant applications. After review and receiving recommendations from staff, Director Rodriguez made a motion as follows: 1) award a Business District Preservation Grant request from Tim Bulot in an amount not to exceed $4,829 to assist with the roof and awnings (not to include window units, sheetrock, etc.) at property located at 207 W. Grand Avenue (the Old Yoakum National Bank Building); 2) award a Business Retail Enhancement Program Grant to Soehnge’s Do-It-Center (408 W. Grand Avenue) in an amount not to exceed $10,000 for the purchase of a Bobcat T450 Compact Track Loader and attachments for the purpose of expanding the existing business to provide rental equipment to customers; 3) award a Business Retail Enhancement Program Grant to Sonic Drive In (706 US Highway 77A South) in an amount not to exceed $10,000 to assist in replacing the signage pole, to update the point of sale devices at the location, and clean up the property; 4) award a Business Retail Enhancement Program Grant to County Line Meat Market located at 515 Irvine Street in an amount not to exceed $9,053 for refrigeration upgrades, and signage contingent upon receiving a completed business plan through the University of Houston-Victoria - Small Business Development Center to City staff for review and filing; 5) award a Business Retail Enhancement Program Grant to Anthony’s Nails Spa at 514 Lott Street in an amount not to exceed $4,350 for electrical upgrades and external improvements contingent upon receiving a completed business plan through the University of Houston-Victoria - Small Business Development Center to City staff for review and filing; 6) award a Community Services Program grant to the Yoakum Heritage Museum located at 312 Simpson Street requested in the amount of $1,250 for funding assistance to build a fence; 7) award a Business Retail Enhancement Program Grant to Khao Fashion Boutique to assist with improvements to the exterior and signage for a store to be located at 418 Lott Street in an amount not to exceed $472.50 contingent upon receiving a completed business plan through the University of Houston-Victoria - Small Business Development Center to City staff for review and filing; 8) award a Business Retail Enhancement Program Grant to Rudolph’s Inc. located at 401 E. Morris Street in an amount not to exceed $3,557 to assist with painting exterior of the building, and replace/repair broken windows; 9) award a Business Retail Enhancement Program Grant to Rudolph’s Inc. located at 121 W. Hugo Street in an amount not to exceed $1,583 to assist with the painting of the exterior of the building. A suggestion from the Board to remove and/or build a fence to cover the excess tires located at the property will be relayed to the property owner; 10) suspend a Business District Preservation Program Grant requested by Nadir Ali for the building located at 302 Front Street until the property owner is able to provide a satisfactory environmental survey; DED Dart was provided direction to contact the Texas Commission on
Environmental Quality to order a Phase I for the property and begin the process which will be provided at no cost upon request from the Municipality; a Phase II review will be the responsibility of the property owner; the grant request will be reviewed once the Phase I, Phase II and any necessary remediation is completed; 11) deny a Business Retail Enhancement Program Grant from the Yoakum Mini Storage for the purchase of a food truck to be placed near the Mini Storage based on the fact that the business will not be at a stationary location; 12) award a Business District Preservation Program Grant for Robert Kaiser & Dennis Kaiser, owners of the St. Regis Hotel located at 612 Lott Street in an amount not to exceed $5,750 to assist with the replacement of the awning on the outside of the building, and the transom-glass above the exterior doors; 13) award a Business District Preservation Program Grant to Lisa Lampey for a building located at 604 Lott Street for store front renovation to include replacement of the awning, plumbing and electrical improvements, and exterior window repair/replacement in an amount not to exceed $6,750; and 14) award a Business Retail Enhancement Program grant to Get n Go Food Mart for the purchase of equipment to begin a Krispy Krunchy Chicken Food, LLC franchise at their location at 508 Irvine Street in an amount not to exceed $5,166.36. Motion was seconded by Director Stevens; motion carried unanimously with Director Hermann abstaining from the vote for property located at 515 Irvine Street.

There being no further business, the meeting adjourned at 6:35 PM.

Gery B. Maneth
President

Attest:

Theresa A. Bowe
City Clerk
JOINT MEETING OF THE YOAKUM CITY COUNCIL
and
THE YOAKUM ECONOMIC
DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Monday, November 20, 2017
City Hall Conference Room – 5:30 PM

PRESENT: Anita R. Rodriguez .................................................. Mayor/YEDC Vice-President
Elorine Sitka ................................................................. Mayor Pro-Tem
Rodney Jahn ................................................................. Councilmember
Tim McCoy ................................................................. Councilmember/YEDC Director
Carl O’Neill ................................................................. Councilmember
Kevin Coleman ......................................................... City Manager
Kenneth E. Kvinta .................................................... City Attorney
Theresa A. Bowe ........................................................ City Clerk
Chuck Dart ............................................................... Director of Economic Development
Sandra Jacob ............................................................ Director of Finance

Gery Maneth ............................................................. President
Arthur G. Hermann III ............................................ Secretary
Tommy Barre .......................................................... Director
Whitney Boone .......................................................... Director

ABSENT: Zenith Stevens .................................................. Director

MAYOR Rodriguez called the meeting to order at 5:30 PM and welcomed the YEDC Board. Information was presented by YEDC President Maneth and Director of Economic Development Chuck Dart indicating the current YEDC priorities including the National Register District currently being developed, attempting to increase the attractiveness and welcoming atmosphere of downtown, being proactive by approaching downtown property owners with ideas, increasing the understanding of the benefits of the National Register District and the credits that can be obtained through that program (details of the program were provided), consider developing ordinances to establish standards for the appearance of the downtown buildings and consider ordinances establishing regulations for vacant buildings, consider the possibility of incubator buildings to encourage new businesses (i.e. coffee shops, delis, etc.), and consider additional parking/possibly removing unproductive buildings to create parking lots for easier access for patrons.

Regarding residential issues, the YEDC Board has received information from multiple downtown property owners that the upper levels of the buildings may be rehabilitated into living quarters to be leased. Discussion was held regarding the access to the upper levels by tenants that may be retiring to the community. The potential for development of subdivisions was discussed; suggestions were made to possibly repeal the requirement for curb and gutter in new subdivision – Council would review and consider. Priorities were discussed.

Retail development was discussed. Suggestions were made for new retail outlets including coffee shop and deli in the downtown area, renovating the vacant Alco Building located on Highway 77A into a multi-event facility, and bringing in additional entertainment venues.

Concerning Industrial goals, suggestions were made for the YEDC Board to consider purchasing land for a future industrial park, begin the search for companies that could bring approximately 20 jobs to the community (possibly and machine shop or manufacturing company), and develop a vision for the City for the Boards to work toward.
The grants being developed or pursued for Eddy Packing expansion were reviewed: a representative from the Texas Department of Agriculture is schedule to meet with City and Eddy Packing representatives on Tuesday, December 5, 2017 to review details and outline a rough timeframe.

Discussion was held regarding the next actions to be taken and priorities were outlined: 1) focus on downtown area and retail will be priority number one; 2) develop new housing stock; and 3) continue with the removal of the dilapidated buildings/houses.

Mayor Rodriguez thanked the Boards for meeting and the interest exhibited to build and improve Yoakum. The next meetings will be scheduled in April and October of 2018.

THERE being no further business, the meeting adjourned at 7:00 PM.

Gery B. Maneth
President

Attest:

Theresa A. Bowe
City Clerk
MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS
Monday, December 18, 2017
City Hall Conference Room – 11:30 AM

PRESENT: Gery B. Maneth ................................................... President
         Anita R. Rodriguez .............................................. Vice-President
         Arthur G. Hermann III .......................................... Secretary
         Tommy Barre ....................................................... Director
         Whitney Boone ..................................................... Director
         Elorine Sitka ........................................................ Director
         Kevin Coleman ..................................................... City Manager
         Theresa A. Bows .................................................... City Clerk
         Chuck Dart .......................................................... Dir of Economic Development
         Sandra Jacob ....................................................... Director of Finance

ABSENT: Zenith Stevens .................................................. Director

President Maneth called the meeting to order at 11:35 AM.

Director Rodriguez made a motion to adopt the minutes of the October 16, 2017 meeting as presented. Second was made by Director Sitka and motion carried unanimously.

Motion by Director Hermann to adopt the minutes of the October 24, 2017 meeting as presented. Second was made by Director Barre; motion carried unanimously.

Motion was made by Director Sitka to adopt the minutes of the Joint Meeting of the City Council and the YEDC of November 20, 2017 as presented. Motion was seconded by Director Barre and carried unanimously.

The December Sales Tax Comparison Report was presented for review and discussion was held.

Director Sitka made a motion to accept the Financial Reports from September and October as presented. Motion was seconded by Director Hermann and carried unanimously.

Information was provided regarding the discussion held at the Joint City Council/YEDC meeting on November 20, 2017 at the City Hall Conference Room. Four priorities were identified, including: 1) retail development, targeting the available buildings along US Hwy 77A; 2) new housing stock, of which the council and board expressed a preference for townhomes for sale or rental; 3) historic downtown, including completion of the National Register District (which will create a mechanism for Federal and State support). The YEDC Board is planning a workshop to review guidelines and possibly refocus the grants that are currently available. Conversations held in the meeting also included revision of zoning ordinances to include a zoning overlay, preservation ordinances and vacancy ordinances. Outreach is either underway or planned within the community in the form of surveys, community meetings, and possibly creating a community advisory board to include the needs of the users and property owners. 4) Industrial development, which the board and council recognized as important to the long term viability of the community. The council and board indicated its top priority is downtown revitalization, followed by new housing and increasing retail. Discussions were also held concerning efforts in the Code Enforcement Department to eliminate dilapidated structures. These issues are currently being driven on a complaint
basis. Council requested staff to research the possibility of initiating limitations on the type of material that may be used on the outside of structures.

An update was provided on the Eddy Packing, Inc. grant submissions to the Texas Capital Fund and Economic Development Administration that the City has been assisting the company with. City Staff and Eddy Packing executives met with Texas Capital Fund representatives in early December to review the timeline. There is a three-year window for Eddy Packing to complete the construction and make reports on employment responsibilities. Contract initiation dates are still undetermined. Eddy Packing is under direction from their corporate office to fund as much of the construction as possible out of reserve funds and not debt. With the completion of the project, the City Wastewater Treatment Plant will be able to handle Eddy Packing’s effluent discharge and hopes to reduce the smell produced from the plant. The improvements will also allow for additional expansion options for the company; however, lift station improvements are required to service the facility regardless of expansion.

Director of Economic Development Dart provided information under the Director’s Report: 1) DED Dart attended the ICSC Texas Conference and Texas Downtown Association meetings in November. Individual companies were approached through ICSC and will be followed up with throughout the year for potential retailers on a periodic basis; 2) review was held of the housing initiative. The City has been approached by a company proposing an affordable housing initiative to the Yoakum area; the facility is intended to be a rental facility with 60 to 70 units in a gated residential area with a swimming pool; 3) information was provided on the downtown vision survey. DED Dart suggested a formal vision process with an outside facilitator. Cost estimates will be brought back for Board consideration at a later date. Rebecca Borchers continues her work on the National Register District and is currently presenting information to the Texas Historical Commission on the project. Information was provided on the YEDC’s social media presence: a Facebook page has been created and is being monitored, as well as an email newsletter being distributed.

A grant workshop was proposed to tailor the current grants more appropriately; discussion was held regarding a suitable day. After discussion, DED Dart was provided direction to send out an email with proposed dates to determine the most convenient date for all Directors.

There being no further business, the meeting adjourned at 12:31 PM.

Gery B. Maruth
President

Attest:

Theresa A. Bowe
City Clerk