

January 19, 2022  
Yoakum Community Center  
Conference Room – 11:30 AM

REGULAR MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS

PRESENT: Gery Maneth..... President  
Sean Mooney..... Secretary  
Layne Brandt..... Director  
Carl O'Neill..... Director  
Linda Schmidt..... Director  
Terry Stokes..... Executive Director  
Kevin M. Coleman..... City Manager  
Theresa A. Bowe..... City Clerk

ABSENT: Whitney Boone..... Vice-President  
Michael Trojczak..... Director

President Maneth called the meeting to order at 11:40 AM and guests were welcomed.

Secretary Mooney made a motion to approve the minutes from the meeting of December 20, 2021 as presented. Motion was seconded by Director Schmidt and carried unanimously.

Under the President's Report, President Maneth provided an update on the Yoakum Industrial Park 2 (IP2) indicating that surveying of the property will begin on January 20, 2022. Information was provided on the parking lot project at 306 Irvine Street. The project is complete with the exception of the striping. Completion is anticipated for the end of January 2022. President Maneth announced his resignation from the Yoakum Economic Development Corporation Board of Directors effective with the February 2022 YEDC meeting.

Reports were received from the liaisons to YEDC's stakeholders including City Council liaison Sean Mooney. Secretary Mooney provided information regarding removal procedures for junk vehicles. Citations have been issued, specific vehicles were discussed; Secretary Mooney outlined the procedures for notification to property owners, the guidelines for limiting the number of vehicles that are allowed to be stored on commercial properties, and indicated that progress is slow but moving forward. Secretary Mooney also provided an update on Building and Standards issues. A large list of properties will be presented to the Building and Standard Commission at the next meeting scheduled for January 25, 2022; the front structure on the property located at 411 North South Street has been demolished and removed, the wooden structure remaining on the property is to be renovated. Information from the Marketing and Communications Committee was presented by ED Stokes indicating that the committee has completed the work for the Corporation's stationery; the designer provided two versions to represent the Corporation overall and then another that can be edited to be more specific to the person utilizing the stationery. The Mission statement was presented at last month's meeting; the Vision statement was presented for YEDC information. The committee is beginning work on the revamp of the website. Other websites are being reviewed to provide guidance and ideas in the development of the website.

A report was received from Director Schmidt, Chair of the Finance Committee. The Quarterly Financial Report was presented by City Manager Coleman; explanation was made of the cost breakdown for the parking lot project at 306 Lott Street. After questions were posed and addressed,

Director Schmidt made a motion to accept the Quarterly Financial Report as presented. Second was made by Director O'Neill. Motion carried unanimously.

An application for a Small Business Improvement Matching Funds Grant was received and reviewed from Get n' Go Convenience Store. Funding assistance was requested to assist with signage and façade improvements, and renovations in the fuel pump area. After review and discussion, Director Brandt made a motion to approve a reimbursement grant in an amount not to exceed \$10,000 contingent upon the receipt of the 2021 financial documentation from the applicant. Motion was seconded by Director O'Neill and carried unanimously.

Motion made by Director Schmidt to amend the YEDC 2021/2022 Fiscal Year Budget providing for the \$10,000 Small Business Improvement Matching Funds Grant. Second was made by Secretary Mooney; motion carried unanimously.

Under Executive Director's Report/Discussion: ED Stokes provided an update regarding activities associated with the development of the Yoakum Industrial Park II (Project IP2). CDS Muery of San Antonio, Texas has been awarded the bid and will begin work on January 20, 2022. Details were discussed regarding encroachment of an adjoining property owner onto the newly purchased property. Questions were posed and addressed regarding utilities servicing the property and whether the property will be annexed into the City limits. Annexation has been discussed, electrical power will be provided by GVEC, water and sewer will be provided by the City of Yoakum. The project is hoping to bring primary jobs to the community. Structures on the property have been donated to George Scott who has signed an agreement to take possession of the structures and arrange removal. Plans are to have the structures removed by February 10, 2022. An update was provided on the status of the development of YEDC's 2021-2030 Strategic Plan. The regional planning effort began in Victoria, Texas on January 4, 2022. The YEDC has opted in to participate in the project. Additional information will be requested from the Board in the future for assistance in developing the plan. The ten priorities for the strategic plan were reviewed. This will be a high-level plan to be presented to the Economic Development Administration as part of the application process. The application is due on March 31, 2022.

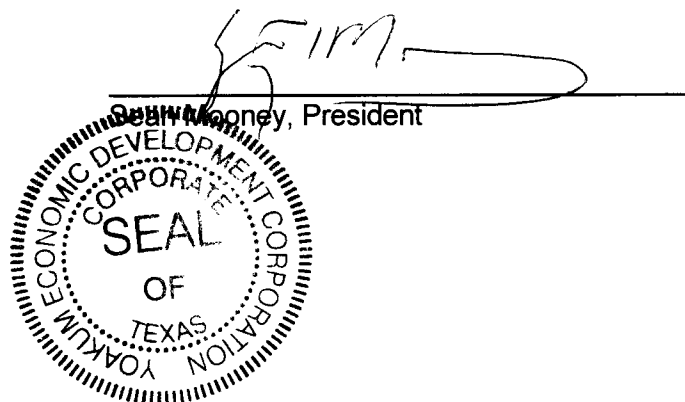
An update was provided on the YEDC's Downtown Headquarters renovation project. The City team has begun demolition inside the structure. City Manager Coleman and ED Stokes walked through the building and assessed the needs. Preliminary numbers were presented as an estimated cost for renovations. After reviewing two proposals, Secretary Mooney made a motion to approve additional funding for the renovation project in an amount not to exceed \$10,000. Motion was seconded by Director O'Neill and carried unanimously.

The Board was reminded of the Joint City Council/YEDC meeting scheduled for 5:30 PM January 19, 2022 (this day). Economic development related news articles from the past month were provided.

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

ATTEST:

  
Theresa A. Bowe, City Clerk



January 19, 2022  
Conference Room – 5:30 PM  
City Hall

JOINT MEETING OF THE  
YOAKUM CITY COUNCIL and  
YOAKUM ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

PRESENT: Glenn Klander.....Mayor Pro-Tem  
Billy Goodrich.....Councilmember  
Sean Mooney.....Councilmember/YEDC Director  
Gery Maneth.....YEDC President  
Layne Brandt.....YEDC Director  
Linda Schmidt.....YEDC Director  
Kevin M. Coleman.....City Manager  
Theresa A. Bowe.....City Clerk  
Terry Stokes.....Economic Development Executive Director  
Kenneth E. Kvinta.....City Attorney

ABSENT: Carl L. O'Neill.....Mayor/YEDC Director  
Tanya Wenzel.....Councilmember  
Whitney Boone.....YEDC Vice-President  
Michael Trojcek.....YEDC Director

MAYOR Pro-Tem Klander called the meeting to order in compliance with V.T.C.A., Gov. Code, Sec. 551.041 at 5:32 PM and opened the meeting to the public.

PRESENTATION of the Fiscal Year 2021 YEDC Annual Report was made and the following report were made on the prior year activity:

STATUS was provided on the Parking Lot Improvement Project located at 306 Irvine Street. The project began with \$100,000 budget for the purchase, clearing and reconstruction of the property. The process came in under budget. Striping of the lot is anticipated in the next seven days and signage will be placed to complete the project.

A status report was provided on the downtown YEDC Headquarters/Office Project. The property is under lease and the YEDC Board approved a budget to bring the structure from its current status to a usable space for the YEDC. Electrical upgrades and plumbing improvements are expected to cost roughly \$20,000 for the property located at 215 West Grand Avenue.

AN overview was presented on the timeline and next steps of the YEDC Strategic Plan: ED Stokes provided information and distributed the plan of action. An application is being developed to be submitted to the U.S. Economic Development Administration under the American Recovery Plan Act. The application process requires a high-level strategic plan due in March 2022. That strategic plan will be taken to the public for feedback. Questions were posed and addressed: the possibility of a business incubator building to provide start up assistance for new businesses and other initial resources to encourage new businesses were discussed. Extraterritorial Jurisdiction information was presented and reviewed.

AN overview of the timeline and next steps for the Yoakum Industrial Park II (IP2) project was presented. Surveyors will be finalizing the process in the second week of February 2022. Structures

currently located on the property have been given to Mr. George Scott and an agreement has been signed. Mr. Scott will be relocating the home to property he owns on Yoakum Street in the first week in February. Preliminary engineering will be done to make application to the U.S. Economic Development Administration. The layout of the park will be determined. If awarded, funds must be spent by August of 2024. If not awarded through the American Recovery Plan Act, the application will be submitted through the EDA's "regular" grant program.

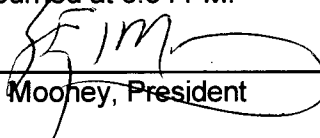
INFORMATION was presented on the YEDC's Marketing Committee's work. A mission statement and vision statement were presented. Stationery has been developed and was presented for review. Website development will be the next project. Discussion was held regarding items listed within the strategic priorities including downtown revitalization; heightened attention has been established to the code enforcement function including an investment in reporting software; addressing the need to maintain commercial properties; branching out from just the downtown district; contacting the Chamber of Commerce for input, asking members of the YEDC to participate, requesting information from the business owners in the downtown area and property owners; and checking with previous members of the business group to see what happened to make them disband. Council reiterated the need to be fair, firm and consistent with enforcement issues indicating that communication is a key aspect to success. It is also important to make the public aware of the tools that are available through the YEDC.

COMMENTS were received from Judge Dan Pelech questioning the authority to enforce local ordinances. The City Attorney provided information regarding the enforcement options and indigent individuals. The City Manager reminded Judge Pelech that the City of Yoakum Code Enforcement Office has dealt with individuals for at least a year before the issues are brought before Municipal Court and through the pressure of the fines and court appearances the issues can be addressed. The City Attorney will research the issue of jailing individuals and present information to Council and the Judge. ED Stokes indicated that rather than focusing on aesthetics, a major component should be to fill the available buildings with businesses.

NEXT steps were discussed, Staff will be reviewing where we are missing the mark and where we are hitting the mark; redefining focus – ensuring that code enforcement is active and holding property owners in compliance and continue work on junk vehicles. Focus will continue on revitalization of the business community committee and make sure that we take the suggestions from the downtown business owners working toward single subject meetings that provide a clearly defined subject for timeliness and focus. Again, reiterating that communication should be ongoing, clear and open. Councilmember/YEDC Secretary Mooney volunteered to spearhead the conversations with the business owners/property owners and will reach out to the former members of the business group for additional details on the previous efforts of the group.

THE next meeting was scheduled for April 27, 2022 at 5:30 PM.

THERE being no further business, the meeting adjourned at 6:54 PM.

  
Sean Mooney, President

ATTEST:

  
Theresa A. Bowe, City Clerk



February 21, 2022  
Yoakum Community Center  
Conference Room – 11:30 AM

**REGULAR MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS**

**PRESENT:** Sean Mooney.....President  
Whitney Boone.....Vice-President  
Linda Schmidt.....Secretary  
Layne Brandt.....Director  
Carl O'Neill.....Director  
Michael Trojcak.....Director  
Terry Stokes.....Executive Director  
Kevin M. Coleman.....City Manager  
Theresa A. Bowe.....City Clerk

**ABSENT:** None

Vice-President Boone called the meeting to order at 11:37 AM and guests were welcomed.

Civil Design Services presented land survey information for the Yoakum Industrial Park II. The property consists of 61.27 acres. ALTA and aerial imagery was presented for review; run way protection zone on the corner of Highway 77A North and Carl Ramert Drive was identified; a phone line is present with no easement acknowledged since the property was previously owned by the City of Yoakum. There is a fence encroachment along the lower south east corner; and a driveway encroachment on the property utilized by the adjoining property owner. Options for rectifying the encroachment issues were reviewed.

Motion by Secretary Mooney to approve the minutes of the monthly YEDC meeting from January 19, 2022 as presented. Second was made by Director Trojcak. Motion carried unanimously.

Motion to approve the minutes of the January 19, 2022 Joint City Council/YEDC meeting was made by Director Schmidt as corrected acknowledging Director Brandt as present at the meeting. Second by Secretary Mooney. Motion carried unanimously.

Election of officers was held. Motion by Director Schmidt to appoint Sean Mooney as President to fill the unexpired term. Motion was seconded by Director O'Neill and carried unanimously.

Motion by Director Brandt to appoint Linda Schmidt as Secretary with a second by Director Trojcak. Motion carried unanimously.

Motion was made by President Mooney to appoint Director O'Neill as Chair of the Recruitment Committee. Second was made by Director Brandt; motion carried unanimously.

Director O'Neill made a motion to appoint Michael Trojcak as Liaison to the Lavaca County Judge's Office – an explanation of duties was provided. Motion was seconded by President Mooney and carried unanimously.

Review was held of the composition of Executive Committee consisting of President, Vice-President and Mayor.

An update was provided on the Marketing and Communications Committee – information presented by ED Stokes. The Explore America magazine was presented for review \$30K, not moving forward with that project; digital component was reviewed. A model was created for beta testing purposes populating information on the community. Proposal provides 50 researchers working on the project to be uploaded. The digital presentation is less expensive for consideration. The revised website will be available online soon. Branding options are being developed in conjunction with the City. Links to external websites will eventually lead back to the YEDC website once complete.

A report from the Finance Committee was presented by City Manager Coleman: an increase in the budget for office expense was presented; the Board had previously approved an extension for the Yoakum General Store grant agreement which reflected in the current report. As presented the budget will accommodate all of the YEDC's obligations.

To fill the vacancy left by the resignation of Gery Maneth, President Mooney made a motion to appoint Layne Brandt to the Finance Committee. Motion was seconded by Director Trojcak and carried unanimously.

Review was held of a request by Embroidery Express for reimbursement of funds associated with its approved Downtown Business District Revitalization Grant. Receipts for the reimbursement request were reviewed. After conversation, the item was tabled until additional documentation of bills paid prior to considering full reimbursement. The requestor will be required to provide bills totaling \$90,000 for the reimbursement of the \$43,000 requested not including the purchase of the building.

An update was provided by ED Stokes regarding the Small Business Improvement Matching Funds Grant for Get N' Go Convenience Store. Additional information requested from the previous meeting was provided including additional information for sales tax revenue. After review, consensus of the Board was that the information presented was sufficient and the project can move forward.

A report was provided by Director O'Neill indicating that Evelyn Miculka and Connie Zimmerman serve on the Recruitment Committee. The Committee has been approached for consideration as potential new board members; additional individuals may be considered based on Board suggestions. Additional information will be provided at a future meeting.

Under Executive Director's Report/Discussion: with the completion of the survey, staff recommends approving the issuance of a Request for Proposals for Environmental Assessment and Preliminary Engineering Services for the Development of Yoakum Industrial Park II. A draft Request For Proposal was provided for review. Mayor Carl O'Neill, Councilmember Billy Goodrich, City Manager Kevin Coleman, Director of Public Works Michael Bennett and City Attorney Ken Kvinta were involved in the development of the RFP. The engineering firm hired will provide a preliminary layout of the industrial park, including utilities and infrastructure keeping tenants wishes under advisement, infrastructure will be developed before tenants move in; ingress and egress options were reviewed although those may be limited based on location; drainage information was discussed. The Request for Proposals will be sent out next week if approved. Motion by Director Trojcak to authorize advertising for the Request For Proposals. Second was made by President Mooney and motion carried unanimously. Activities associated with the development of Yoakum

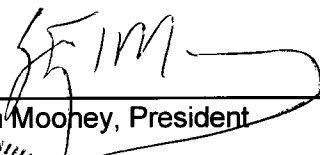
Industrial Park II were discussed: George Scott has received authorization to take possession of the structures; one building remains and the recipient is waiting on GVEC to remove the electric connections prior to removal.

ED Stokes provided an update on the status of the development of YEDC's 2021-2030 Strategic Plan. ED Stokes announced that meeting the EDA deadline for submittal of ARPA-funding grant seemed unlikely. Work will continue on the grant.

Strategic Plan review was held outlining three of the 10 strategic priorities: new entrepreneurs; home grown entrepreneurs; and a business incubator. Distribution of workforce-related data from the Golden Crescent Workforce Board. Conferences that will be attended were reviewed.

Vice-President Boone announced that the Board would enter into Executive Session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the YEDC Executive Director (V.T.C.A., Gov. Code, Sec. 551.074) at 12:48 PM. The meeting reopened to the public at 1:31 PM with no action resulting.

There being no further business, the meeting adjourned at 1:31 PM.

  
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Sean Mooney, President

ATTEST:

  
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Theresa A. Bowe, City Clerk



March 21, 2022  
Yoakum Community Center  
Conference Room – 11:30 AM

**REGULAR MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS**

**PRESENT:** Sean Mooney.....President  
Whitney Boone.....Vice-President  
Linda Schmidt.....Secretary  
Layne Brandt.....Director  
Carl O’Neill.....Director  
Michael Trojcak.....Director  
Terry Stokes.....Executive Director  
Kevin M. Coleman.....City Manager  
Theresa A. Bowe.....City Clerk

**ABSENT:** None

President Mooney called the meeting to order at 11:32 AM and guests were welcomed.

Motion by Secretary Schmidt to approve the minutes of the monthly YEDC meeting from February 21, 2022 as presented. Second was made by Vice-President Boone. Motion carried unanimously.

Under President’s Report, President Mooney recognized Lynette Morrison for public comments. Ms. Morrison indicated that she would like the board to consider certain items during their next workshop. Information was presented. President Mooney expressed his appreciation to the Board for their support in electing him as president and had no additional information to report for this meeting.

A report from the Finance Committee was presented by ED Stokes. Receipts were received as requested for the request for funding by Embroidery Express associated with its approved Downtown Business District Revitalization Grant. After review and discussion, Director Trojcak made a motion approve the request for reimbursement as presented. It was noted that additional funding remains in the original grant as approved if the owners are able to document additional repairs. Second was made by Vice-President Boone and motion carried unanimously.

An update was provided on the Marketing and Communications Committee – information presented by Vice-President Boone. Information was presented regarding the website including prioritization of the design and implementation.

Under Executive Director’s Report/Discussion: an update on the issuance of a Request for Proposals for Environmental Assessment and Preliminary Engineering Services for the Development of Yoakum Industrial Park II was provided. The RFP has been issued; twelve requests were sent out; the deadline for request for clarifications has passed and received questions will be addressed. The due date for proposals is March 28, 2022. An update on activities associated with the development of Yoakum Industrial Park II (Project IP2) was provided. ED Stokes indicated a slight delay on getting the structures removed; GVEC took a while to arrive and remove the electric lines; the mover has been delayed due to weather; the agriculture/livestock

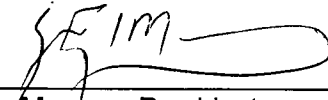


will be moved off prior to other issues that need to be addressed. ED Stokes informed the Board that there are other funding opportunities available for the project in addition to ARPA based EDA funding. Preliminary engineering information will provide preliminary design and costs associated with the infrastructure needed for the project. Requests for information were fielded. A pipeline company has requested permission to survey of the IP2 property for possible installation of a pipeline. Discussion was held and information presented regarding the best location of the pipeline for future use of the IP2 tract and its eventual path across TXDOT and the City's Airport property. Consensus of the Board to decline the permission to survey at this time and request the company have conversation with the Texas Department of Transportation to determine other feasible options. An update on the status of the development of YEDC's 2021-2030 Strategic Plan was provided. Three more chapters of the 10 chapter document have been completed. Strengthening of home grown entrepreneurs, pulling in out of town entrepreneurs, and developing an incubator building in the downtown area remain top priorities.


Director O'Neill excused himself from the meeting to tend to other business.

Vice-President Boone announced that the Board would enter into Executive Session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the YEDC Executive Director (V.T.C.A., Gov. Code, Sec. 551.074) at 12:35 PM. The meeting reopened to the public at 1:22 PM with no action resulting.

There being no further business, the meeting adjourned at 1:22 PM.

  
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Sean Moohey, President

ATTEST:

  
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Theresa A. Bowe, City Clerk



April 18, 2022  
Yoakum Community Center  
Conference Room – 12:00 PM

REGULAR MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT  
CORPORATION BOARD OF DIRECTORS

PRESENT: Sean Mooney..... President  
Whitney Boone..... Vice-President  
Layne Brandt..... Director  
Michael Trojczak..... Director  
Terry Stokes..... Executive Director  
Kevin M. Coleman..... City Manager  
Theresa A. Bowe..... City Clerk

ABSENT: Linda Schmidt..... Secretary  
Carl O'Neill..... Director

President Mooney called the meeting to order at 12:07 PM and guests were welcomed.

Motion by Vice-President Boone to approve the minutes of the monthly YEDC meeting from March 21, 2022 as presented. Second was made by Director Trojczak. Motion carried unanimously.

Under President's Report, the Board discussed the re-issue of the Request for Proposals for Environmental Assessment and Preliminary Engineering services for Yoakum Industrial Park II (a.k.a. IP2), There were no responses to the RFP. Staff is reissuing the RFP with the intention of making a funding request for the regular funding opportunities through the Economic Development Administration since the funding for the American Recovery Program Act (ARPA) funding that had been assigned to the EDA for distribution. The ARPA program has currently utilized all funds; being a one-time funding opportunity, those funds are no longer available. Proposals for the re-issued RFP are due May 31, 2022. Mid-November is the new deadline for the completion of the scope of work associated with the re-issued RFP. Completion and submission of the grant application is targeted for December 2022.


There was no additional information available from the liaisons to the YEDC's stakeholders.

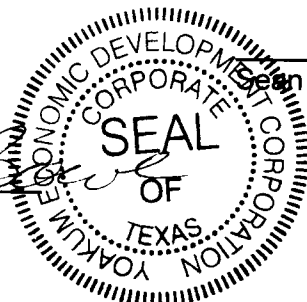
Discussion was held regarding the upcoming Joint City Council/YEDC Board of Directors meeting scheduled for April 27, 2022. Items for the agenda were discussed including providing feedback from the stakeholders of the downtown business group. After discussion, President Mooney indicated that the joint meeting would be postponed until at least June 20, 2022 to allow time to receive and review the preliminary engineering and environmental services RFP submissions.

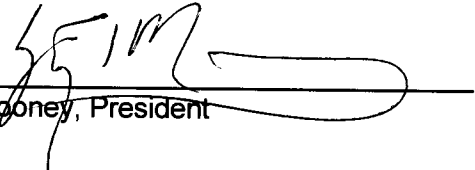
The Finance Report was tabled until the May 2022 regular meeting.

There being no further business, the meeting adjourned at 12:21 PM.

ATTEST:

  
Theresa A. Bowe, City Clerk



  
Sean Mooney, President