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**Regular Call Meeting  
Cibolo Economic Development Corporation  
200 South Main, Cibolo, Texas 78108  
Thursday, March 17, 2016  
6:00 P.M.**

**MINUTES**

1. Call to Order – President Jackson called the meeting to order at 6:04 p.m.
2. Roll Call and Excused Absences – Members Present: Mr. Jackson, Mr. Moody, Mr. Hetzel, Mr. Hicks, Mr. Abel, Mr. Boyle (arrived at 6:05 pm). Members Absent: Ms. Williams. Mr. Hetzel made the motion to excused Ms. Williams’s absence. Motion was seconded by Mr. Boyle. For: All; Against: None. Motion carried 6 to 0.
3. Invocation/Moment of Silence – Mr. Joel Hicks-Cibolo citizen gave the invocation.
4. Pledge of Allegiance – All in attendance recited the Pledge of Allegiance.
5. Citizens to be Heard  
This is the opportunity for visitors and guest to address the Board of Directors on an issue that is relevant to the mission and purpose of the Economic Development Corporation. The Board of Directors may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time, however, the Board of Director’s may present any factual response to items brought up by citizens.  
  
No one signed up to be heard at this time.
6. Opening Remarks by the President, Cibolo Economic Development Corporation.  
  
President Jackson thank everyone for attending the meeting and thanked everyone for their continued support of the Economic Development Corporation.
7. Consent Agenda. All of the following items may be acted upon by one motion. No separate discussion or action on any of the items is necessary unless desired by a Board Member.
  - A.) Approval of Minutes for February 18, 2016.
  - B.) Presentation of the Financial Reports for January 2016.
  - C.) Presentation of Sales Tax Report for January 2016.

Mr. Hicks made the motion to approve the consent agenda. Motion was seconded by Mr. Boyle. For: All; Against: None. Motion carried 6 to 0.

8. Five (5) Year Strategic Plan (2016-2020) update presentation by Angelou Economic (Consultant) and staff for discussion, direction or action if necessary based on the presentation.

This item was briefed by William Mellor of Angelou Economics. Mr. Mellor explained what Economic Development was the components and goals of economic development. He went over the Market Assessment which is phase 2 of the project. Under the Market Assessment he went over the current Economic climate in Cibolo, the SWAT analysis, assets to leverage, strengths to promote and challenges to overcome. Mr. Mellor also went over phase 3 of the project which is the Target Industry Report. This report provided focus to an economic development strategy. The report showed local, regional and national trends in employment for each industry that was mention in the report. The analysis also highlighted the key occupations Cibolo needed to attract and grow.

9. Discussion, direction and appropriate action relating to a request by the City Council and the Office of the City Manager for funding to construct a public parking lot with improvements to address the growing needs within the Downtown Revitalization area from the "Fund Balance" within the current Cibolo Economic Development Corporation Budget FY2015/2016. Authorization budget amendment documentation in accordance with City Policies & Procedures for a requested amount of \$20,000.00 with an additional \$5,000.00 contingency for a total amount not to exceed \$25,000.00.

Mr. Boyle made the motion to approve a the amount of \$20,000.00 with an additional \$5,000.00 contingency for a total amount not to exceed \$25,000.00 for funding to construct a public parking lot with improvements to address the growing needs within the Downtown Revitalization area. Motion was seconded by Mr. Hetzel. For: All; Against: None. Motion carried 6 to 0.

10. Discussion, direction and appropriate action regarding the Business Improvement (BIG) Grant Program revisions to the application and guidelines as suggested by staff.

Mr. Boyle made the motion to approve the Business Improvement (BIG) Grant Program with the changes presented by staff. Motion was seconded by Mr. Moody. For: All; Against: None. Motion carried 6 to 0.

11. Existing Project Update Report as presented and with discussion.

Ms. Kelsee McVey went over the existing Project Update Report with the Economic Development Corporation members.

12. Future Agenda and Items of Interest relating to Economic Development Activities.

EDC Vision Statement – Explanation of TIF's – purchase of property.

13. Set a Date and Time for next Meeting – **Tentatively** - April 21, 2016, at 6:00 pm.

14. Adjournment – Mr. Hicks made the motion to adjourn the meeting at 7:56 pm. Motion was seconded by Mr. Moody. For: All; Against: None. Motion carried 6 to 0.

PASSED AND APPROVED THIS 21<sup>ST</sup> DAY OF APRIL 2016.

Donnovan Jackson  
President  
Economic Development Corporation