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**Cibolo Economic Development Corporation Meeting
200 South Main, Cibolo, Texas 78108
Thursday July 21, 2016
6:00 P.M.**

MINUTES

1. Call to Order – Meeting was called to order by President Moody at 6:03pm.
2. Roll Call and Excused Absences – Members Present: Mr. Moody, Mr. Boyle, Mr. Byrd, Mr. Bird, and Mr. Hetzel; Members Absent: Ms. Williams. Mr. Byrd made the motion to excuse the absence of Ms. Williams. Motion was seconded by Mr. Boyle; For: All; Against: None. Motion carried 5 to 0. Staff Present: Mr. Luft, City Attorney Erkan, City Secretary Cimics, Finance Director Miranda and Ms. McVey; Council Present: Mayor Dunn and Council Members Garrett, Weber and Gebhardt.

3. Invocation – Moment of Silence – Mr. Moody asked for a moment of silence.

4. Pledge of Allegiance – All those in attendance recited the Pledge of Allegiance.

5. Citizens to be Heard (limit remarks to 3 minutes)

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.

Mr. Jayme Mathis spoke to the EDC Board on the prosed budget. He wanted to know why the public did not have the opportunity to see the budget before they approved it. Mr. Mathis also talked about way-finding signs for the downtown area and parking in the downtown area. Mr. Austin Schlather stated he was fixing up the Cash Store and also mention signage and parking in the downtown area.

6. 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 June 16, 2016.
- B.) Presentation of the Financial Reports for May 2016.
- C.) Presentation of Sales Tax Report for May 2016.

Mr. Hetzel made the motion to approve the consent agenda. Motion was seconded by Mr. Boyle. For: All; Against: None. Motion carried 5 to 0.

7. Opening Remarks by the President, Cibolo Economic Development Corporation.

Mr. Moody thank all members for their time in working with the Economic Development Corporation.

8. Presentation and Discussion from the City Secretary on the City Council Policy Directive for Committees, Commissions, Boards and EDC.

City Secretary went over the City Council Policy Directive for Committees, Commissions, Boards and EDC. A copy of the policy was given to each member. Members were told if they had questions to contact their District Councilmember or to give a call to her office. Mr. Buell arrived at 6:25 pm.

9. Discussion and Appropriate Action to approve or disapprove the Economic Development Corporation's Operating Budget for fiscal year 2016/2017 and to be forward to the Cibolo City Council for final approval.

Mr. Luft stated that based on revenue and uses of available funds and with the collaborated help of both the City Manager and the Finance Director the proposed 2016/2017 budget was drafted. Mr. Luft went over the following items of the budget: Contract Services, Travel, Training and Conferences, Dues, Fees & Permits, Meeting Expenses, Grants and Old Town District. A few of the members felt that the Board should be looking at this budget with enough time to make changes and also have time to bring it back to the Board after the review before voting to send to council. Board members would like proposed budget placed on the web site. Mr. Byrd made the motion to approve the EDC Budget and forward to City Council for final approval. Motion was seconded by Mr. Hetzel. For: All; Against: None. Motion carried 6 to 0.

10. Discussion and appropriate action to consider to approve or disapproval with engaging in a contract for services of a qualified consulting firm submitted by Bexar County Consultants for a Community Development Grant (CDBG) with experienced principal and staff to assist in managing the City's income survey qualification process. The firm Bexar County Consultants will collaborate with the City in the development, and implementation of activities designed to support the City's Income Survey Process in accordance with HUD regulations. In addition, Bexar County Consultants firm must guarantee that all activates and services will meet the intent in the RFP Scope of Service to be acceptable to the Texas Department of Agriculture.

Motion was made by Mr. Boyle disapprove the contract for services of a qualified consulting firm submitted by Bexar County Consultants for a Community Development Grant (CDBG) with experienced principal and staff to assist in managing the City's income survey qualification process. Motion was seconded by Mr. Byrd. For: All; Against: None. Motion carried to disapprove the contract.

11. Presentation and discussion on the FM 78 Corridor Study by Halff and Associates.

Mr. Matt Bucchin of Halff and Associates went over the FM 78 Corridor Plan with the Economic Development Corporation. Halff and Associates briefed the following items: Section 1: Plan Context, Section 2: Corridor Context & Conditions, Section 3: Corridor Analysis, Section 4: Vision, Concept Plan & Recommendations, and Section5: Implementation.

12. Discussion and action by the Board of Directors to create a "top 20 list" of businesses for the City.

The Board decided to email their "top 20 list" of businesses they would like to see in Cibolo to Kelsey McVey and Mark Luft by July 28th. Mr. Luft will work on setting up a workshop to go over the list with the Board.

13. Briefing and discussion by the Corporations Legal Counsel of the EDC's definition of "Confidential & Non Disclosure" and when it is used.

Mr. Erkan the Economic Development Corporation Attorney went over the use of Confidential Non-Disclosure Agreements and practices for attracting new businesses. Mr. Erkan stated that the Executive Director is a city employee whose employment falls under the control of the City Manager. The attorney also briefly went over Public Open Meetings and Public Information Acts and stated close sessions of the EDC is limited to Consultation with Attorney, Deliberation about Real Property or Deliberation about Economic Development

14. Discussion on recruitment of future businesses for the City of Cibolo.

The Board would like to have a survey development to send out to businesses that have come into the City in the last two years. This survey can show where we shine and what we need to work on. Mr. Buell also wanted to see the City advertise as other City's do with a magazine.

15. Staff updates and discussion on dialogue with Union Pacific Railroad.

Mr. Luft stated that he did have a conference call with EDC/Planning Department/Public Works and the Union Pacific Railroad. The railroad seem to have a favorable impression of what the City of Cibolo would like to do. Mr. Luft will continue working with Union Pacific.

16. Staff Update and discussion on the Way finding Sign Project.

Mr. Luft stated that he was looking into Way finding signs and should have something to report soon.

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

Ms. McVey briefed the Economic Development Board on current activities. She went over current developments, permits and Downtown businesses. Ms. McVey showed updated pictures of Nobler Event Center, Advanced Solar, Shops at the Mill, 1908 House of Wine & Ale, Shops at Cibolo Bend and Cibolo Valley Retail Center.

18. Discussion and direction to staff on a future joint workshop on the possible Parkway Project at the request of City Council. – Staff informed the EDC Board that Public Hearings will be held the last Council Meeting in July, August and September.

19. Discussion on the Small Business Administration (SBA) "HUB Zone Program" research information provided to Board Members. Mr. Boyle stated he had nothing new to report at this time.

20. Set a Date and Time for next Meeting – Workshop (by TEDC) Training & **Tentatively a Board of Directors Meeting Possible to Follow Workshop** – August 17, 2016, at 3:00 pm.

21. Adjournment – Mr. Buell made the motion to adjourn the meeting at 8:53 pm. Motion was seconded by Mr. Byrd. For: All; Against: None. Motion carried 6 to 0.

PASSED AND APPROVED THIS 15TH DAY OF SEPTEMBER 2016.



Stan Boyle
Vice-President
Cibolo EDC