

**Minutes**  
Columbus Community and Industrial Development Corporation  
Board of Directors Meeting

The Columbus Community & Industrial Development Corporation met in Regular session on Monday, **January 25, 2016** at 6:30 p.m., in the Council Chambers of City Hall located at 605 Spring Street, Columbus, Texas. The following CCIDC Members were present:

President	-	Curtiss Schonenberg
Vice President	-	Byron Marburger (absent)
Treasurer	-	Lori An Gobert (absent)
Secretary	-	Joel Usher (arrived at 6:55 pm)
Board Member	-	DyAnn Lauzon
Board Member	-	Barbara Peterman
Board Member	-	Andy Nunmaker

City Manager	-	Donald Warschak
Assistant City Secretary	-	Traci Edman

**1. Call to Order.**

President, Curtiss Schonenberg, called the CCIDC meeting to order at 6:30 p.m.

**2. Pledge of Allegiance and Invocation.**

The Pledge of Allegiance and invocation were led by Curtiss Schonenberg.

**3. Consent Agenda:**

- a) Approval of Invoices.
- b) Approval of December 2015 Financial Statements.
- c) Approval of Quarterly Investment Report for the Quarter Ended December 31, 2015.
- d) Approval of Regular Meeting Minutes for December 21, 2015.

Donald explained the City Infrastructure invoice and stated the money goes into the City's utility fund. Andy Nunmaker made the motion to approve the consent agenda as presented. DyAnn Lauzon seconded the motion. The vote was as follows:

Ayes: Peterman, Nunmaker, Lauzon, and Schonenberg  
Absent: Marburger, Gobert and Usher

The motion passed.

**4. Citizens' Presentations and Comments.<sup>1</sup>**

There were no citizen presentations or comments.

**5. City Manager's Report: Sales Tax**

City Manager, Donald Warschak, stated the January sales tax revenue was up from last year's same time period. The CCIDC's portion of sales tax revenue was \$35,662.87. Weimar and Eagle Lake also saw increases in their sales tax from the same time period as last year, while the county saw a decrease.

**6. Discussion and report of the Ag Complex Sign Committee.**

The representative from CCIDC for this committee is Byron Marburger. There is also a representative from the Fair Board and the Ag Complex. The committee has met, but they are waiting on the Fair Board for more information on the sign.

**7. Discussion and Action, if necessary, regarding the land exchange with the Ag Complex.**

The closing date for the land exchange is set for January 28, 2016 at 11:00am.

**8. Discussion and Action, if necessary, regarding E'Kabel.**

Curtiss set up a meeting, upon E'Kabel's request, with Great Southern Wood and KW International for introductions. E'Kabel has already employed three people, with one being local. They do not have a firm start date for building and they will not pursue a tax abatement.

**9. Discussion and Action, if necessary, regarding the Colorado County Employment Initiative and approval for possible additional funds.**

Barbara updated the Board on the Employment Initiative. There will be only one meeting, instead of the original two meetings that were discussed, on February 4, 2016 from 11:30-12:30. Lunch will be provided and Barbara will turn in an invoice for the lunches. This will be a focus meeting, so no decisions will be made. Terry Higginbotham, from Texas Workforce Solutions will be the facilitator and Megan Costanza, Dean of Workforce Education at Blinn College, will be a special guest. Mr. Higgenbottom will distribute statistics for the area to participants. Barbara also told the Board that Michelle Gorman, Executive Director of the Columbus Chamber, attended a Strategic Planning Summit on January 22, 2016 at Blinn in Sealy. Curtiss stated that he appreciated what Barbara was doing with this initiative.

**10. Discussion and Action, if necessary, regarding the rail spur at the Crossroads Business Park and to allow City Manager to award the bid and proceed with construction.**

Curtiss stated that Great Southern Wood would be needing the rail spur for delivery of their spring supplies. Without the rail spur being in compliance, this is out of the question for them. Curtiss also asked the Board to discuss actions to allow the City Manager to get this project implemented in a timely fashion instead of having to wait another month to meet. DyAnn asked if there was a parameter on the amount to spend and if it can be stated in the motion not to exceed a certain amount. Donald stated that the original bid was around \$54,000, but with the composite ties, the cost would be 40-50% more, but the composite ties would eliminate future problems. Andy asked where this would fit into the budget, and Curtiss stated that when the budget was made, this project was not in the plans. A budget amendment would have to be done. Donald Warschak stated that 4-5 bid packets were sent to contractors and the bids would be opened February 4, 2016. He stated that every third tie can be done to get the rail spur in compliance and possibly two years later do a similar upgrade and possibly a third to get it all completed.

Joel Usher arrived at 6:55 pm.

Andy asked if it would be more cost effective to change all the ties at one time. Curtiss stated that the thought was to get it into compliance right now for tenants and potential tenants at the Park. One potential tenant stated they would expect to pay and work with the Board on rail maintenance.

Curtiss Schonenberg made a motion to allow City Manager, Donald Warschak, to move ahead with the rail spur renovation and award the bid to bring the track into compliance. The bid is not to exceed \$100,000 in total expenses and use the composite ties. Andy Nunmaker seconded the motion. The vote was as follows:

Ayes: Usher, Peterman, Nunmaker, Lauzon, and Schonenberg  
Absent: Marburger and Gobert

The motion passed.

**11. Discussion and Action, if necessary, regarding the transfer of mineral rights to the City of Columbus.**

Curtiss stated that there had been a push in the past to transfer mineral rights to the City so they would never be inadvertently given away again, and also to have an agreement with the City to give any lease money back to CCIDC. He said that CCIDC is an independent Board and they should be taking care of their own issues. Barbara asked how the Board will ensure that the mineral rights will not get transferred in future transactions. She said each successive Board will have to see that this does not happen. Curtiss suggested that it be stated on the CCIDC's Perspective Tenant Application that no mineral rights will be transferred. This will be added to the Prospective Tenant Application. This agenda item will no longer appear on the agenda because it has been resolved.

**12. Discussion and Action, if necessary, regarding any prospective companies interested in land at the Crossroads Business Park.**

There are no new companies interested at this time.

**13. Discussion and Action, if necessary, regarding performance agreements and application requirements for prospective tenants at the Crossroads Business Park.**

The Board reviewed and discussed each page of the application and made suggestions and changes.

**Page 1- CCIDC Procedures**

This page is only for the Board, not prospective tenants.

1. Curtiss suggested that instead of two Board members, that one Board member and someone from the City meet with prospective business representatives, since two Board members may not always be available. Andy said that he did not have a problem with a person from the City, but it needed to be more than one person. Andy suggested adding "Prior to an application being extended to a prospective tenant" before number 1. He stated that if a business is really interested, prior to them getting the application, then two Board members can meet with them.

2. Okay as is.

3. Curtiss stated that it is the Board's responsibility to review the project and see if it is a good fit for the Park. The Financial Review Committee's responsibility is to review the financials to see if they are a financially sound company. Andy said it would be good for the Financial Review Committee to have the entire package to review. He also stated that the Committee has no legislative power, but just to look at the financials in detail and come back to the Board with the highlights and their recommendations.

4. Should say "Financial Review Committee," instead of Committee.

5-7. Okay as is.

Barbara suggested adding about the mineral rights not being transferred on this page or a confidentiality form saying that when the application is received that we guarantee their confidentiality.

Donald suggested adding "Review utility requirements by City Staff to determine adequacy of existing infrastructure and possible utility improvements to support the business." He also suggested adding a review by the Planning and Zoning Commission.

**Page 2- Welcome Letter**

Cover letter to application welcoming prospective tenants.

**Page 3-Application**

Donald suggested adding gas with peak usage, water with peak usage, and waste water discharge to the application under the Utility Usage Information.

**Page 4- Required Financial Documents**

The Required Attachments are documents needed from the applicant.

Barbara suggested adding the mineral rights and confidentiality to this page also.

2. Curtiss suggested to eliminate the phrase "in English" from the sentence.
6. Curtiss suggested eliminating " the resume must demonstrate a solid track record and proven ability to manage a project of the type and scope being presented." From this statement, prospective tenants could make their resume look like anything they want if they know what we are looking for on it.

Page 5-Bank Authorization

The Bank Reference and Authorization is standard because the Committee needs to be able to talk with their bank officer.

Andy stated that this application is not ready to be voted on and Barbara suggested making the changes, and then giving them to Traci to send to everyone on the Board.

**14. Executive Session: In accordance with Texas Government Code, Subchapter D, Section 551.072 deliberation regarding real property and Section 551.087 deliberation regarding economic development.**

No Executive Session was needed.

**15. Reconvene into Regular Session and consideration and action, if any, regarding Executive Session, deliberations regarding real property and economic development.**

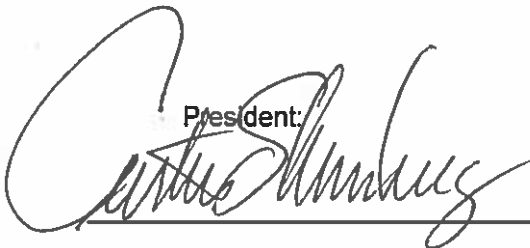
This item was not needed.


**16. Discussion of items to be placed on future agendas and announcements.<sup>2</sup>**

No items for future agendas or announcements.

**17. Adjournment.**

President, Curtiss Schonenberg, adjourned the meeting at 7:51 pm.

President:  
  
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Attest  
~~Secretary:~~ Treasurer  
  
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