

Minutes
Columbus Community and Industrial Development Corporation
Board of Directors Meeting

The Columbus Community & Industrial Development Corporation met in Special session on Monday, **August 20, 2012** 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
President Elect	-	Steve Woodall
Treasurer	-	Matt Sprague (absent)
Secretary	-	Elizabeth Flint
Board Member	-	DyAnn Lauzon (absent)
Board Member	-	Joel Usher
Board Member	-	Lori An Gobert
City Manager	-	Donald Warschak
City Secretary	-	Linda Lakich
Assistant City Secretary	-	Kayla Duncan

1. Call to Order.

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

2. Pledge and Invocation.

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

3. Consent Agenda

- a. Approval of invoices.
- b. Approval of July 2012 financial statements.
- c. Approval of regular meeting minutes for July 16, 2012.

Assistant City Secretary, Kayla Duncan, explained the invoices to be approved. The Board members stated that they were okay with the partial payment to Brushline Dozer Works for the part of the clearing that had been completed at the Industrial Park. There were no further questions.

With regards to the July 2012 financial statements, Kayla Duncan explained a changed had been made on the profit and loss statement because a payment had previously been placed in the wrong account.

There were no questions regarding the meeting minutes for July 16, 2012.

Lori An Gobert made the motion to approve the Consent Agenda as presented. Joel Usher seconded the motion. There was no further discussion. The vote was as follows:

Ayes: Gobert, Woodall, Flint, Usher and Schonenberg

The motion passed.

4. Citizen comments.

There were no comments.

5. City Manager's Report: Sales Tax.

City Manager, Donald Warschak, stated that the CCIDC portion of what was collected in August 2012 was \$41,702.24 in comparison to last year at the same time with \$38,510.11 collected. Donald reminded the Board that August's payment is from June's collections. Donald also stated that Weimar and Eagle

Lake also saw an increase in their sales tax collections over the same time last year and that the County did experience a decrease in their sales tax revenues.

6. Discussion and Action regarding the CCIDC land west of Great Southern Wood Preserving at the Industrial Park.

Curtiss explained that Kayla had e-mailed the City Attorney, Pat Gillespie. Kayla stated that in the correspondence Mrs. Gillespie had told her that the fence does need to be moved. The Board asked for further explanation on why and Kayla stated that she would e-mail her back to get clarification.

Curtiss stated that he and Donald had gone to Houston and talked to Doug Woods with Union Pacific concerning this issue and Mr. Woods was going to try and get this matter taken care of. Donald explained who Doug Woods is, the history of the fence, and that Mr. Woods told them to send him an e-mail explaining what happened and he'll send it on to the people above him. Curtiss stated that he thought there was a good chance that they would at least take care of paying for the materials. Steve Woodall stated that they needed to contact the city attorney to get more explanation because they might not be able to wait on this. This item will stay on the agenda.

No action was necessary.

7. Discussion and Action regarding a maintenance contract at the Industrial Park.

Curtiss explained the history of the maintenance of the Industrial Park and why this contract is necessary. Steve Woodall asked who has the current maintenance contract. Curtiss explained that at this time they do not have a maintenance contract out with anyone for continual maintenance. Lori An Gobert explained that it has been a yearly contract.

Curtiss stated that he would like to see a maintenance contract that not only addresses the peripheral areas, but also a more frequent mowing of the areas around the signs and the islands that go down the center of the entry-way. Curtiss explained that according to the Covenants, the Board can share the cost of up keep of some areas at the Business Park with the tenants but that he thinks the Board should bear that cost until the tenants are established.

The Board discussed where the property line for the northern 54 acres would be. Curtiss explained that they should not have to have a maintenance contract on that acreage because that is part of the hay lease with Mr. Ruether. Curtiss stated that they are primarily interested in the land south of the fairgrounds.

Curtiss stated that he would like to see done is to come up with a frequency of mowing and what to mow and then put it out to bid. Lori An Gobert stated that the areas would need to be mowed more than four (4) times a year. She added that during the winter months it does not have to be done as much. Donald stated that he would do a cost per mowing that way they can call and tell them that they need the land mowed. Lori An stated that she would put a minimum of four (4) mowings. Elizabeth stated that they would guarantee a payment for a minimum of four (4) mowings and if there are more they will pay for those at cost. Curtiss stated that he would do all of the areas they have cleared plus the area north of the entry road. Lori An stated that she thought it should be for all of the area that the CCIDC owns that is "mowable".

The Board discussed who mows along each of the roads at the Business Park. The Board also discussed the need to maintain the state right-of-way they had previously cleared. Curtiss stated that he would like to focus on the land that the CCIDC owns and then he and Donald would check with the state with their property.

Lori An Gobert made the motion to put out to bid for the maintenance contract at the Industrial Park for the mowing of everything owned currently by the CCIDC less any designated tenant properties with a minimum of four (4) clearings per year and additional clearing as needed. Steve Woodall seconded the

motion. Steve asked about mowing KWI and E'Kabel's property. Curtiss stated that KWI had mowed their property once already. The vote was as follows:

Ayes: Gobert, Woodall, Flint, Usher and Schonenberg

The motion passed.

8. Discussion and Action regarding KW International.

Curtiss stated that he has had contact with them and that they want to start sometime in September and that the scope of their project has gotten bigger.

No action was necessary. Moved to item #9 for the remainder of the discussion.

9. Discussion and Action regarding the Architectural Control Committee's recommendations from the meeting on August 1, 2012.

Please see the attached Architectural Control Committee meeting minutes from August 1, 2012 for more information. Curtiss stated that their admin building was a little bit too close to the road, this was brought to their attention and they stated that they would address that issue. Curtiss summarized what had been discussed during the ACC meeting. Curtiss stated this is the recommendation of the ACC that the Board accepts their engineering and construction plans.

Lori An Gobert made the motion to accept the Architectural Control Committee's recommendations. Steve Woodall seconded the motion. There was no further discussion. The vote was as follows:

Ayes: Gobert, Woodall, Flint, Usher and Schonenberg

The motion passed.

10. Discussion and Action regarding E'Kabel.

Curtiss stated that E'Kabel is in the process of getting their land surveyed. Donald stated that the survey company is finishing up the plat and that there is a Planning and Zoning meeting next week on August 28, 2012 because the current tract has to be divided in order to get the 10 acres for E'Kabel and the Planning and Zoning committee must okay that. Donald stated that once the land is subdivided then they can move on to the execution of the contract. Curtiss stated that E'Kabel stated they would like to close within 45 days. Curtiss added that their families are moving to Cinco Ranch.

No action was necessary.

11. Discussion regarding an update on prospective companies interested in land at the Industrial Park.

Curtiss stated that there are three companies interested in the property at the Industrial Park SPA Coatings, AgraRock, and OilTech and explained what each of the companies do.

12. Discussion and Action regarding long range planning for CCIDC.

Curtiss asked that this item be put off because the Board does have to get the budget completed.

Item #12 was skipped. The Board also skipped Item #13 momentarily and moved to Item #14.

14. Discussion and Action regarding the Kerry R. Gilbert Study.

Curtiss stated that at this time he does not have any updates. Elizabeth Flint stated that, regarding the historical preservation ordinance, it is in a cooling off period but it has not died. The Board discussed what is happening with the Historical District in the way of the current proposed district, the City Council and the public perception. Lori An stated that there are other zoning issues, related to the Kerry R. Gilbert Study, besides the Historic District that could be continued through the planning and zoning process. Elizabeth stated that the original study did not originate with the CCIDC, but instead with the Chamber of Commerce. Lori An Gobert added that they came to the CCIDC for funding. Lori An stated that she would like to bring information about the Kerry R. Gilbert study and its importance to the Planning and Zoning Committee. The Board discussed the Planning and Zoning and the committee's role in implementing the Kerry R. Gilbert Study findings.

No action was necessary.

Went back to Item #13.

13. Discussion and Action regarding 2012-2013 Budget.

The Board discussed the 2012-2013 CCIDC Budget. With regards to General Fund Revenues the sales tax revenues were calculated from the City of Columbus' estimated sales tax revenues and were set at \$388,500. The total revenues for the General Fund were budgeted at \$390,000.

With regards to General Fund Expenditures the Board discussed account names, what the funds will be used for, and budget amounts for each account. Elizabeth brought up the possibility of only being able to spend a capped amount of money on advertising and promotion and the Board discussed the possible issue and what they believe advertising and promotion includes. The Board decided that \$20,000 should be budgeted for "Repairs and Maintenance" because of the upcoming maintenance contract for the Industrial Park. The Board budgeted \$18,000 for "Office Personnel" through a contract with the City of Columbus and \$90,000 for "City Infrastructure Costs" based off of a request for these funds provided by the City of Columbus. The Board discussed what type of expenditures would be included in "Park Infrastructure Development". The Board changed the "Economic Development Assistance" account to "Tenant Assistance" and stated that the budgeted \$25,000 would be for the start-up and expansion of businesses, with \$15,000 already promised as a utilities subsidy with the City of Columbus per the agreement with E'Kabel. The "Economic Development Grant" account budgeted at \$18,000 is to be kept in reserve per a previous contract connected to the "Community Works Grant" which has to be budgeted for three years. There was a discussion about the different grants and assistance and from which accounts the monies for each grant would come from. Steve Woodall did not agree with the way the other Board members were deciding how and where to budget money; he wanted to budget enough money for known possible projects and have a negative budget balance. The Board also added an the account "Business Improvement Grant" and budgeted an amount of \$10,000 to be used to fund the Business Improvement Grant for façade improvements, sign improvements and property improvements. The Board also budgeted \$24,500 for the "Community Development Grant". City Secretary, Linda Lakich, stated that she is comfortable with the budget as proposed by the CCIDC Board.

Joel Usher made the motion to accept the budget as is. Lori An Gobert seconded the motion. There was no further discussion. The vote was as follows:

Ayes: Gobert, Usher and Schonenberg
Noes: Woodall
Abstain: Flint

Elizabeth Flint stated that she abstained because of the \$90,000 budget to the City of Columbus.

Please see the attached spreadsheet to see the 2012-2013 budget as approved by the CCIDC Board.

15. 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.

At 8:49 p.m. Curtiss Schonenberg closed the regular session and opened the executive session.

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

At 9:15 p.m. Curtiss Schonenberg reconvened the regular session with the same individuals present as before.

Lori An Gobert made the motion to allow Curtiss Schonenberg to continue discussions with the potential prospect. Elizabeth Flint seconded the motion. There was no further discussion. The vote was as follows:

Ayes: Gobert, Woodall, Flint, Usher and Schonenberg

The motion passed.

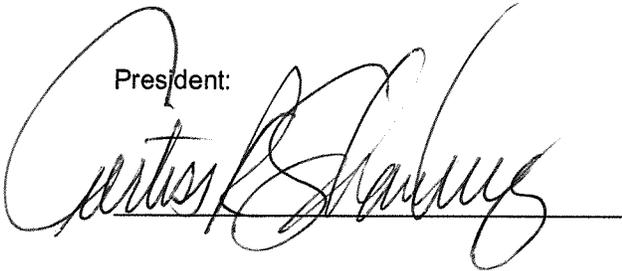
17. Discussion of items to be placed on future agendas and announcements.²

There were no additional items to add to the agenda.

18. Adjourn.

President, Curtiss Schonenberg, adjourned the meeting at 9:17 p.m.

President:



Curtiss Schonenberg

Attest
Secretary:



Elizabeth Flint

