

CITY OF CONVERSE



Economic Development Corporation

WERE GROWING PLACES

**MINUTES
CITY OF CONVERSE
ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING
December 8, 2009
6:30 PM**

Be it known that the City of Converse Economic Development Corporation Board of Directors met in a Regular Meeting at the City of Converse City Hall Conference Room No. 1 located at 405 South Seguin on Tuesday, December 8, 2009, at 6:30 PM to discuss the following:

1. Call to Order.

Chairman Degenhardt called the meeting to order at 6:30 p.m.

2. Roll Call and Recognition of Visitors.

Those present:

Mr. Carlton Degenhardt, Chairman
Dr. Jerry Riley, Vice-Chair
Mr. Howie Marbach, Director
Mr. Josh Cone, Director
Dr. Carmina Fusco, Director

Mr. Mark Luft, Executive Director
Mr. Gerald Wilson, Treasurer
Ms. Patricia Horan, Executive Secretary

Chairman excused the absences of Directors Craig Martin out due to illness and Ms. Trish Seguin absent due to family commitments.

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

There were no citizens signed up to be heard at this meeting.

4. 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.

Director Josh Cone requested Item 4-A to be discussed separately due to not being present at that meeting. The Chairman of the Board concurred.

A.) Action to Approve the Minutes from the City of Converse Economic Development Corporation Board of Directors Meeting on November 10, 2009.

A motion to approve the Minutes from the City of Converse Economic Development Corporation Board of Directors Meeting on November 10, 2009 **was made by Dr. Carmina Fusco**. Seconded by **Mr. Marbach**. **Motion passed** with one (1) abstention Mr. Josh Cone.

B.) Action to Approve Financial Report for October 2009.

C.) Action to Approve Investment Report for October 2009.

A motion to approve Financial Report for October 2009 and Investment Report for October 2009 **was made by Dr. Jerry Riley**. Seconded by **Dr. Carmina Fusco**. **Motion passed unanimously**.

5. Opening Remarks by the Chairman, Economic Development Corporation.

Chairman welcomed all present and reported to the Board that City Council had disapproved the development of the new business park project.

6. Discussion and Appropriate Action to Approve the Toepperwein Road Realignment Project Phase I Civil Engineering Design Scope of Work Contract from Crossbow Peek to FM 1976 with Vickrey & Associates, City Engineer.

Mr. Luft briefed the Board on the current status of this project. A Fee Proposal Statement along with the Master Agreement Task Order Authorization and all Exhibits for the Design Scope of Services from Vickrey and Associates were included in the Board's Packet for prior review. Mr. Luft stated that the City Manager along with the Staff continue in negotiations trying to lower the total cost of this job as well as carefully reviewing the contract for the scope of work to avoid having to make modifications (change orders) midway into the project. Change orders are usually charged at much higher fees once the job has started. Mr. Luft was directed to continue on negotiations with the Civil Engineering Firm.

No action was taken.

7. Discussion of Reinstitution of the Economic Development Grant Program, Parameters, Requirements and Desired Incentives.

The Board held an extensive discussion reviewing the new requirements and format of the new Predevelopment Grant Application and Performance Agreement. The Board asked Mr. Luft to make a few more modifications to the draft. The Board would like to continue reviewing the draft until a workable, manageable and efficient program is implemented.

No action was taken.

8. Discussion and Appropriate Action to Consider Expenditures of Economic Development Funds as Approved on September 8, 2009, Budget FY 2009/2010, to Construct Park Capital Improvements Consisting of a Road and Parking Elements and to Allocate \$50,000 from North Park Improvements and \$8,615.48 from Future Capital Projects for the "Converse North Park".

The Chairman explained the process involved in getting this project off the ground and the cost associated with building the road and parking lot. The City of Converse has requested an allocation

of additional funds from EDC in the amount of \$8,615.48 dollars to cover the total cost returned on the bids received for the completion of this job.

A motion to approve additional \$8,615.48 to construct park capital improvements consisting of a road and parking elements in the North Park from Future Capital Projects for the “Converse North Park” **was made by Mr. Howie Marbach.** Seconded by **Dr. Jerry Riley.** Motion **passed unanimously.**

9. Committee Reports:

REPORTS In consideration of Texas Attorney General Opinion AG-0668, information provided on subjects not on the agenda shall be limited to statements of specific factual information; or recitation of existing policy. Any deliberation of or decision about a subject not on the agenda shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

A.) Administration Committee (Mr. Cone and Mr. Martin)

Nothing to report from previous meetings. Mr. Cone will follow up with Mr. Martin, Mr. Luft and the rest of the Board on the Grant Program research discussed earlier this evening.

B.) Business & Development Committee (Mr. Marbach and Ms. Seguin)

Mr. Marbach was contacted by the owner of the old aged tin building located at 205 South Seguin Road. The building is in poor structural condition and has become a money pit and a liability for the owner. The owner has been working together with the EDC to seek mutual benefit for the possibility of demolition and removal of the building. Mr. Marbach will continue assisting Mr. Luft in exploring options to reach a positive outcome for all involved.

Mr. Marbach expressed his disappointment with City Council’s disapproval of the EDC’s Business Park Project proposal by majority vote during the Dec. 2nd, 2009 meeting. The City Council turned down the proposed project with such disturbing negativity that he felt compelled to leave the meeting earlier than he had anticipated. Mr. Marbach reviewed the EDC Minutes from the four months since the public process of this proposal started and no City Council Member ever attended any of those public meetings/hearings. Nevertheless, Mr. Marbach urged the EDC Board to accept some responsibility for the outcome and to seek other ways to communicate with the City Council on such difficult endeavors such as this venture to have more positive results. Dr. Riley stated that very seldom City Council Members take the time to attend EDC meetings perhaps preventing them from properly understanding the nature of the mission and responsibilities of the EDC Board.

C.) Future Planning Committee (Dr. Riley and Dr. Fusco)

Nothing to report at this time.

10. Briefing on Current Projects: (1) Project Description, (2) Brief Background, (3) Where we are Specifically, (4) Project Challenges (budget shortfalls, issues with contractors), (5) Upcoming Actions.

Mr. Luft provided detailed status report on all current projects. Some of the highlights were as follows:

- Toepperwein Realignment Project – survey issue boundary dispute otherwise moving as expected.
- 202 Hilltop – Owners last will dated to 1954 listing all children as heirs so it may end up having to go through a “friendly condemnation” process in order to close on the real estate transaction.
- CDBG – Expecting to see grant application on their website soon.
- Liberty Builders – will be having a Ribbon Cutting Ceremony this coming Friday.

11. Future Items

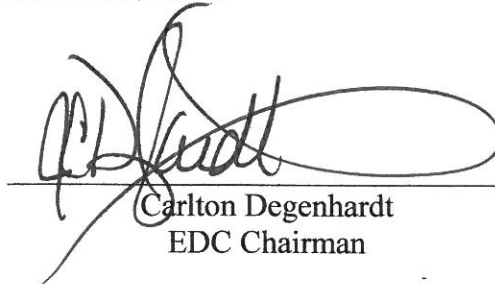
- Grant Program Draft Review
- Special Call Meeting Minutes
- Marketing Plus Report
- AAU report to City Council about Sports Festival June 25th through July 11th, 2010.
- Review Website

12. Set a Date, Time and Location for Next Meeting - Tuesday, January 12, 2010, at 6:30 PM, at Converse City Hall Conference Room No. 1, 405 South Seguin.

13. Adjournment

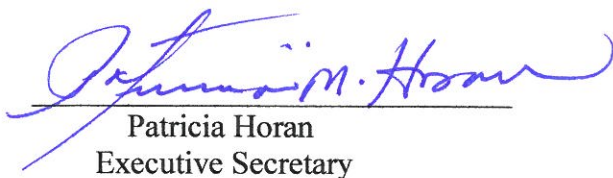
Chairman adjourned the meeting at 7:25 p.m.

PASSED AND APPROVED THIS 12th DAY OF JANUARY, 2010.



Carlton Degenhardt
EDC Chairman

ATTEST:



Patricia Horan
Executive Secretary