

SCHERTZ

ECONOMIC DEVELOPMENT CORPORATION

MINUTES
CITY OF SCHERTZ
ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
REGULAR MONTHLY MEETING
THURSDAY, MARCH 23, 2017

The City of Schertz Economic Development Corporation (SEDC) Board of Directors met for a Regular Monthly Meeting on Thursday, March 23, 2017 at 6:00 p.m. in the City Council Chambers, conference room, 1400 Schertz Parkway, Schertz, Texas.

CALL TO ORDER

1. Roll call and recognition of visitors.

President Brown called the meeting to order at 6:00 p.m. and welcomed everyone in attendance.

Board of Directors:

Tim Brown – President
Gary Howell – Vice President
Paul Macaluso – Treasurer/Secretary
Roy Richard
Katie Chain
Mark Tew

Staff:

Kyle Kinateder – SEDC Executive Director
Patty Horan – Executive Assistant - ED
Jennifer Kolbe – Business Retention Manager
James Walters – Director of Finance

Other present:

Mark Moody – Resident – Business Owner

2. Public comment.

This time is set aside for any person who wishes to address the Board. Each person should fill out the Citizen's to be Heard registry form prior to the meeting. Presentations should be limited to no more than 3 minutes. The presiding officer, during the Public Comment portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.

No comments were made.

I thought Mark Moody introduced himself – if this is correct please add comments, if not disregard

ITEMS FOR INDIVIDUAL CONSIDERATION

3. Consider/Discuss/Act on approval of the Minutes for the Board of Directors Regular Monthly Meeting held on Thursday, February 23, 2017 (P. Horan)

A motion to approve the minutes for the Board of Directors Regular Monthly Meeting held on Thursday, February 23, 2017 was made by Mr. G.Howell. Seconded by Ms. K. Chain. Motion passed with one abstention from Mr. R. Richard who was not present at that meeting.

4. Review of the SEDC Monthly Financial Report for the month of February 2017. (J. Walters)

Mr. Walters provided an overview of the SEDC Monthly Financial Statements Report for the month of February 2017.

5. Consider/Discuss/Act on the Schertz Incentive Policy. (K. Kinateder)

Mr. Kinateder reported that the City Council held a workshop on March 7, 2017 to discuss the Schertz Incentive Policy. During the workshop, a recommendation was made to lower the requirement on the number of years that an Existing Business must be in operations to qualify for the Small Business Grant. The City Council proposed lowering the requirement from 5 years (as it was approved and recommended by the Board at their Jan. 26th Regular Meeting) to only 3 years. The City Council also suggested that by decreasing the time requirement, the incentive will be proportionally smaller as if they were vested in the community for a longer period. Mr. R. Richard, also proposed to change the language on Section 2. SEDC Incentive Policy – a. Company Direct Incentives to read as listed in bold letters instead:

- i. Existing Businesses – a business with at least 3 years of operation within the City of Schertz or its extraterritorial jurisdiction may receive a Performance Grant **and/or** Development Fee Grant to help create or retain Primary jobs in Schertz and to encourage new capital investment.
- iv. Extra Large Impact Businesses – for those Projects that exceed a Total Taxable Value over \$100 million, the City and SEDC will use a combination of a Performance Grant **and/or** a Chapter 380 Incentive Agreement to leverage the creation of new Primary Jobs and Total Taxable Value.

Mr. Kinateder recommended to look for other clauses in the policy where the option of “and/or” may also be needed or applicable. The Board concurred and authorized him to make changes.

A motion to approve the recommended changes from 5 years to 3 years as suggested by the City Council and add the language changes proposed by Mr. Richard was made by Mr. P. Macaluso. Seconded by Mr. G. Howell. **Motion passed** unanimously.

6. Consider/Discuss/Act on the City of Schertz Economic Development Corporation Business Retention and Expansion Plan (J. Kolbe)

Ms. Kolbe revisited on previous presentation of the key components of the Plan and highlighted the integration of the Board’s suggested applications.

A motion to approve the City of Schertz Economic Development Corporation Business Retention and Expansion Plan as presented was made by Mr. G. Howell. Seconded by Mr. K. Chain. **Motion passed** unanimously.

7. Director’s Report. (K. Kinateder)

Mr. Kinateder made brief references to information provided in the Board’s Packet:

- Project updates
Recently, several businesses in the Verde Enterprise Industrial Park reached out to the city to address two problems regarding eighteen-wheeler parking throughout the industrial park. staff determined that the best course of action was to install signage, step up enforcement and educate potential violators.
- Personnel updates
None
- Business visited
Manco Structures, Ltd. | 6160 FM 3009, Schertz, TX | February 28, 2017
Extreme Pumping | 17309 Bell North Drive, Schertz, TX | February 27, 2017
Royal Manufacturing Company, LP | 9998 Doerr, Schertz, TX | February 27, 2017
D&H United Fueling | 17300 Bell North, Schertz, TX | February 27, 2017
LKQ | 17745 Lookout Road, Schertz, TX | February 27, 2017
- Events attended
UTSA Rural Business Programs | San Antonio, TX | March 2, 2017
SA Works Summer Jobs Information Breakfast | San Antonio, TX | March 3, 2017
Berger Moving and Storage Grand Opening | Schertz, TX | March 10, 2017
CCIM-CREW-CoreNet Joint Luncheon | San Antonio, TX | March 7, 2017

8. REQUESTS AND ANNOUNCEMENTS

- A. Announcements by City staff:
- Committee of Committees Advisory Board (CCAB) Meeting Summary – Mar. 15, 2017
 - Community Volunteer Fair – Thursday, April 13, 2017
 - Jazz N’ Blues in the Park – Sat. April 15, 2017
 - Next Board Regular Monthly Meeting: Thursday, April 27, 2017

- B. Requests by Board Members to place items on a future SEDC Board Meeting agenda.

Staff proposed cancelling of the Regular Monthly Meeting to be held on April 27th in lieu of attending a Joint Meeting with City Council on May 2nd. Board concurred pending coordination with the City Secretary’s Office.

President Brown called the Regular Session to recess at 6:34 p.m.

9. EXECUTIVE SESSION

- A. Called in accordance with Section 551.087 of the Texas Government Code, Deliberation Regarding Economic Development Negotiations; Closed Meeting. The governmental body is not required to conduct an open meeting (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.

- Project E-028

Start time: 6:36 p.m.

End time: 6:58 p.m.

RECONVENE TO REGULAR SESSION

President Brown reconvened into Regular Session at 6:58 p.m.


10. Discussion and possible action to authorize the SEDC Executive Director to take the necessary and appropriate actions to proceed with negotiations based on discussions held in Executive Session under Agenda Item No.9-A:
 - Project E-028

A motion to authorize the SEDC Executive Director to take the necessary and appropriate actions to proceed with negotiations based on discussions held in Executive Session was made by Mr. R. Richard. Seconded by Mr. G. Howell. **Motion passed unanimously.**


ADJOURN

President Brown adjourned the meeting at 6:59 p.m.

MINUTES PASSED AND APPROVED THIS 25 DAY OF MAY 2017



Tim Brown - President



Paul Macaluso – Treasurer/Secretary