

July 24, 2023
Yoakum City Hall
Conference Room – 5:00 PM

REGULAR MEETING OF THE YOAKUM ECONOMIC DEVELOPMENT
CORPORATION BOARD OF DIRECTORS

PRESENT: Layne Brandt President
Whitney Boone Vice-President
Linda Schmidt Secretary
Carl O'Neill Director
Michael Trojcek Director
Pam Ward Director
Tanya Wenzel Director
Genora Young Executive Director
Kevin M. Coleman City Manager
Theresa A. Bowe City Clerk

ABSENT: None

President Brandt called the meeting to order at 5:05 PM.

Motion by Director O'Neill to approve the minutes from the meeting of June 19, 2023 as presented. Second was made by Secretary Schmidt and motion carried unanimously.

City Manager Coleman provided the Quarterly Financial Report, indicating that grant funds are being held in reserves. Budget information for Fiscal Year 2023/2024 was presented for review. After discussion, Secretary Schmidt made a motion to accept the Quarterly Financial Report as presented. Second was made by Director Trojcek; motion carried unanimously.

Executive Director Young provided information regarding the proposed sign to be placed at the YEDC Downtown office, indicating that traditional lighting would be up-lighting or downlighting instead of internal lighting. After review, Vice-President Boone made a motion to approve a quote from Valiant Graphic Design for the production and installation of a non-lit aluminum composite sign at the YEDC downtown office in an amount not to exceed \$3,253.25. Director Wenzel seconded the motion; motion carried unanimously.

Executive Director Young provided information regarding the proposed lighting of the installed sign for the YEDC downtown office. After discussion, motion by Director Trojcek to approve a quote from Zimmerman Electric for installation of uplighting for signs at the YEDC downtown office in an amount not to exceed \$1,400. Second was made by Secretary Schmidt and motion carried unanimously.

Review was held of the preliminary 2024 YEDC Budget. Information presented by City Manager Coleman. Revenues and expenditures were reviewed, indicating \$470,000 in sales tax revenue; grant funds received will change based on what may be approved through the Economic Development Administration; building expense was reviewed; meeting expenses were reviewed; travel and training expenses that may be attended by the Executive Director were outlined; contract services including payments to CSRS for grant administration services through the EDA grant were outlined; additional information presented; Motion by Director O'Neill to move forward with the presented information as a preliminary budget. Second was made by Vice-President Boone. Motion carried unanimously.

Under the Executive Director's Report: Currently researching to create a draft of website Request for Proposal for website development. Once complete, the draft will be presented to the Board for review and input.


ED Young provided information regarding a training opportunity she attended in June 2023. The Business Retention Expansion International Annual Conference was hosted in Canada and was available for virtual attendance. Challenges facing communities throughout the world and the parallels that were shared from other countries and different methods of addressing those challenges were extremely valuable.

A Lunch and Learn Presentation for the Yoakum Area Chamber of Commerce held on June 28, 2023 was very successful. An overview of the YEDC Strategic Plan was provided for the group.

Staff has been preparing for Joint City Council/YEDC meeting scheduled immediately following this meeting. Status of grant application for Industrial Park II to the Economic Development Administration through the Disaster Assistance Supplemental Program was provided. The grant was submitted on June 26, 2023. ED Young indicated that Donald Brinkman of CSRS was great to work with and the company continues research additional grants that may be available to Yoakum.

Director Pam Ward arrived at 5:37 PM.

There being no further business, the meeting adjourned at 5:40 PM.



Layne Brandt, President

ATTEST:



Theresa A. Bowe, City Clerk

