

MINUTES
ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Thursday, 11 January 2024

1. **CALL TO ORDER:** Mr. Crow, President at 5:00 P.M.
2. **QUORUM CHECK:** Kim M. Turner, City Manager

Present:

Dick Crow, President
Lenny Dagg, Vice President
Dick Neville, Treasurer
Christina Fitzpatrick, Director
Bryan Kuhlmann, Director
Bear Goolsby, Director

Also Present:

Kim Turner, City Manager
Michael Cassata, Development Svcs. Director

Not Present:

Roland Hinojosa, Secretary

Mr. Dagg noted a quorum was present.

3. **INTRODUCTION OF GUESTS:** None.
4. **OLD BUSINESS:**

Mr. Goolsby moved to approve the following consent agenda item: a) Minutes of the 12 October 2023 and 28 November 2023 Regular Meetings. Mr. Dagg seconded the motion.

Vote: All in favor, none opposed.
Motion to approve carried.

Mr. Neville gave the bills to be paid report. Mrs. Turner reviewed the income and expenses statements for 4th Quarter 2023 and 1st Quarter 2024 noting that moving forward these reports would be occurring more frequently.

Mr. Dagg moved to approve the following consent agenda items: b) Financial Report. Ms. Fitzpatrick seconded the motion.

Vote: All in favor, none opposed.
Motion to approve carried.

5. **NEW BUSINESS:**
 - A. **Consider the Appointment of an Executive Director.**

Mr. Kuhlmann inquired and received information regarding Mr. Cassata's background. Mr. Goolsby noted that developers spoke highly of Mr. Cassata's development and economic development knowledge. Ms. Fitzpatrick acknowledged his work on the Aviation District Master Plan and that his excellent planning knowledge would play well with economic development projects. Mr. Dagg and Mr. Crow indicated that they looked forward to working with Mr. Cassata.

Mr. Kuhlmann moved to appoint Michael Cassata as the Economic Development Director. Ms. Fitzpatrick seconded the motion.

Vote: All in favor, none opposed
Motion to approve carried.

- B. **Consider letters authorizing online banking access at American Bank and Schertz Bank and Trust and closing the accounts at Schertz Bank and Trust.**

Mrs. Turner noted the change in banks, the move to pooled cash and online authorization, and the need to have EDC Board authorization for various banking and online banking undertakings.

Mr. Dagg moved to authorize online banking for both banks and to close accounts at Schertz Bank and Trust. Mr. Goolsby seconded the motion.

Vote: All in favor, none opposed
Motion to approve carried.

- C. **Public Hearing: regarding the expenditure of funds for capital improvements at 12000 E. Loop 1604 #112.**

Mrs. Turner provided information on the business location, the business type, and the proposed cost of the signage for which an incentive was being sought. She introduced Ms. Dania Contreras, one of the owners of Mall-Litto.

Mr. Crow open Public Hearing at 5:25 PM

Ms. Contreras spoke about why she and her partner chose to locate in Universal City and that they intended to open in early February.

Mr. Kuhlmann inquired if the new sign was required to open. Ms. Contreras indicated it was not needed to open, that temporary banners would be used to open the business. Mrs. Turner explained the sign permit process if the storefront improvement was granted.

Kim Igleheart, 736 Garden Meadow, indicated her support for this business.

Mr. Crow closed the Public Hearing at 5:29 PM

- D. **Consider Resolution 2024-1: A resolution of the Board of Directors of the Universal City Economic Development Corporation approving the performance agreement with Mall-Litto for an economic development incentive in exchange for the improvement of a commercially zoned structure located at 12000 E. Loop 1604 #112.**

Board member discussion ensued regarding the percentage or dollar amount to award and how it ranked with similar projects they had supported in the past.

Mr. Kuhlmann moved to reimburse up to \$4,500 for signage at Mall-Litto provided they spend at least \$8,118.75 for the sign and complied with the requirements outlined in the Performance Agreement. Mr. Goolsby seconded the motion.

Vote: All in favor, none opposed
Motion to approve carried.

- E. **CLOSED SESSION:** Pursuant to Texas Gov't Code Sec. 551.072 regarding the purchase and value of real property if deliberation in open session would have a detrimental effect on the position of the corporation in negotiations with a third party; and for attorney consultation pursuant to Sec. 551.071(2) regarding:

- a.) the 43 acres of vacant, undeveloped property owned by the City of Universal City (33.3 acres) and the Economic Development Corporation (9.994 acres) located at Loop 1604 and Byrd Boulevard.
- b.) property located at 110-118 E. Byrd

Mr. Crow read the captions indicating the regulations and purposes for the Executive Session and convened the EDC, Mrs. Turner, and Mr. Cassata into Executive Session at 5:34 PM.

- F. **Reconvene in Open Session and take action, if needed, on any item pertaining to or listed in the Executive Session section of this Agenda.**

Mr. Crow reconvened the EDC Board into Open Session at 6:28 PM and noted that no action or votes were made while in Executive Session.

- G. **Consider the approval of the LOI with Reunion Development Partners, LLC.**

Ms. Fitzpatrick moved to authorize Mr. Crow to sign the Letter of Intent (LOI) with Reunion Development Partners, LLC. Mr. Neville seconded the motion.

**Vote: All in favor, none opposed
Motion to approve carried.**

- H. **Consider Resolution 2024-2: A resolution of the Universal City Economic Development Corporation authorizing the purchase of real property located at 110-118 E. Byrd, Universal City, Texas; and providing for signatory authority.**

Mr. Goolsby moved to approve the purchase contract for the real property located at 110-118 E. Byrd and authorized Mr. Crow to sign all documents related to this project. Mr. Kuhlmann seconded the motion.

**Vote: All in favor, none opposed
Motion to approve carried.**

- I. **Next Meeting:** Thursday, 8 February 2024 at 5:00 pm, Council Chambers.

6. **STAFF REPORT:**

- Status of Projects
- Council Actions and Considerations
- Upcoming City & Economic Events

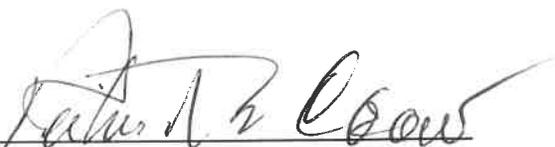
Mrs. Turner noted that the 2023 Accomplishment Report for the City was near completion and that each member of the EDC and other Boards/Commissions would receive a copy. She also noted that she would be giving an Economic Development update that Mr. Cassata recently gave to City Council at the UCFAAA meeting and invited the EDC Board to attend.

7. **PUBLIC COMMENT:**

Kim Igleheart, 736 Garden Meadow Imparted that her interaction with Mr. Cassata had been less than stellar and opined that the EDC Board should review Mr. Cassata's resume before taking the City Manager's recommendation to appoint him as EDC Director.

Bernie Rubal, 635 Balboa, aired his concern that Mr. Cassata would not have sufficient time to conduct business recruitment given his other work responsibilities. He stressed the need for a recruitment plan.

8. **ADJOURNMENT:** Mr. Crow adjourned the meeting at 6:36 PM.

A handwritten signature in black ink, appearing to read "Richard D. Crow", written over a horizontal line.

Richard "Dick" Crow
EDC President