

## **Development District of Central Texas**

Board of Directors Meeting

Bell County Annex

550 E. 2<sup>nd</sup> Avenue, Belton, Texas

Wednesday, June 2, 2004

9:30 a.m.

### **Board Members Present:**

Bobby Rountree- City of Goldthwaite

J. W. Perry – Bell County

Linda Neault – Harker Heights EDC

Kathy Gilmore – Bell County

Denice Doss – Rockdale Chamber of Commerce

Carol Mills – Copperas Cove EDC

Debbie Fuller – Lampasas EDC

Fred Cox – Hamilton County

Simpson – Coryell County

Roberto Bailon – Bell County

Jane Crouch – Hamilton EDC

Natalie Kinsey – Hamilton EDC

### **Others Present:**

Susan Kamas - CTWF Centers

Beth Correa – CTCOG

Jim Reed, AICP – CTCOG

Shannon Mattingly, AICP - CTCOG

## **Minutes**

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1. The meeting was called to order at 9:35 a.m. by Linda Neault, noting that there was a quorum present.
2. There were no public comments.
3. A motion to approve the minutes for the March 3, 2004 meeting was made by Bobby Rountree and seconded by Kathy Gilmore. The motion passed unanimously.
4. Shannon Mattingly led the discussion on the visit from Pedro Garza, Regional Director for the Economic Development Administration, in April 2004. Mr. Garza and his staff, Dave Culbertson and Linda Rubio came to discuss the status of the designation of the Development District of Central Texas (DDCT) as an Economic Development District, and role of the District. Mrs. Mattingly said although not many questions were answered satisfactorily, Mr. Garza did clarify that for the grant that had passed the deadline, there is an additional \$50,000.00 funding available, until we are designated as a district. There was an assurance made to the District that we would be notified when the designation is made. Once designated, the District will move to a three year funding cycle. Currently District operates on a one year cycle.

At a recent EDA meeting, clarification was made that although we have not been designated as a District, we still have the authority to administer grants; however, once designated, projects within the District will get a 10% match reduction if it goes

through the DDCT. (i.e. instead of a 50/50 match, it would be 60/40) EDA also discussed the construction projects and reported that the funding previously allocated for grants, had decreased quite a bit.

Jim Reed explained the goals and ideas from Pedro Garza, and how EDA operates. Jim warned that our District is caught up in a political tussle. Dr. Samson, in Washington, does not particularly care for districts and wants to reduce the number of districts. Mr. Garza likes districts and wants to see more of them. Staff is following the legislation and is waiting to hear whether or not the DDCT will be designated.

5. Shannon Mattingly discussed the following changes made to the 2004 Work Plan:
  - ◇ Set up informational meetings with each community and put together and distribute individual packets.
  - ◇ Move District Board meetings around the region.
  - ◇ Provide a link from the Development District Website to the State Economic Development website.
  - ◇ Distribute Grant Alerts via email lists to city and county elected officials, Development District committee members, and possibly include any others such as Chambers of Commerce or any additional people that should be included. This will be distributed at the first of each month. (Shannon introduced Beth Correa as having the new position at CTCOG, as the person who will do brochures and publicity and marketing information for several different areas along with the Development District)
  - ◇ Provide links to any Chambers of Commerce and local government, and possible include statistical information about the different areas.

Jim Reed said that the District will need to work on going “down the food chain”, assisting communities, regardless as to what the Government decides to do with us as a District and inform people of what the DDCT can do to help them. Jim Reed and Shannon Mattingly will possibly host a lunch for the Chairs and the Executive Directors of the Economic Development appropriations in the region. This would allow a focus on smaller groups to inform them on what can and cannot be done.

Jane Crouch added that press releases would be nice to have. Kathy Gilmore suggested making presentations to civic organizations. Linda Neault asked if a draft of a press release could be made soon, and Jim Reed said yes. Bobby Rountree made a motion to approve the District Work Plan. Kathy Gilmore seconded, and the motion passed unanimously.

6. Shannon Mattingly provided an update on the Development District of Central Texas Board Members. Since the last meeting, the City of Killeen submitted a nominee to serve on the Development District of Central Texas Board of Directors. The nomination will have to go to the next Executive Committee meeting for approval. Mrs. Mattingly reported that Tom Weir had submitted a letter of resignation. There are several vacancies, including 5 minority seats that need to be filled. When Linda Neault asked what the problem was, Shannon Mattingly said that getting the information to the right people is necessary. Jim Reed added that County laity officials do not prioritize this Board membership.

7. Compensation and Benefits Survey discussion was led by Jane Crouch. Jane said that the Quorum Group could give beneficial information for big cities. But for small towns, when information is published, it becomes a privacy issue, due to the closeness of the community. For instance, when some official's salary is published in a newspaper, there is a privacy issue, where in a large city, that information is not as important. The group adds a fee for its reports. Susan Kamas added that the Workforce Commission has the same information, only it is a free service. Susan added that the survey should be ready by September. This will be the first year the reports are available for the entire CTCOG region. The results will be discussed at the next DDCT meeting.
8. Jim Reed discussed the 2004 Budget for the Development District of Central Texas. He explained the Project Budget is as of January 1, 2004, but the District is not authorized to spend money until April 1, 2004. Total budget is \$50,000.00, not including the match (\$25,000.00). Shannon Mattingly added that staff time for Cynthia Hernandez has been increased and will result in additional time to work on the Development District with new projects, and having a larger portion of her time charged to this grant. The majority of the budget is allocated to salaries. Shannon invited the Board members to go out into the communities with staff and talk about what the Development District can do and what our services are.
9. The Board Member Time Log was put together by Cynthia Hernandez and presented by Shannon Mattingly. Mrs. Mattingly asked the Board to fill them out and send them in. Jim Reed and Shannon Mattingly explained the details in filling out the log and its importance. Mr. Reed then dismissed himself from the meeting, due to another meeting he had to attend.
10. There were no staff comments.
11. Roberto Bailon led the Board comments by apologizing for his recent absences due to illness. He also stated that in June there will be water customer meeting at Bell County Expo at 10:00 a.m. with lunch provided. They will discuss strategic priorities, proposed Annual Budget, and system water rates. There will be a total of 3 of these meetings: Belton, Bellville, and Possum Kingdom Lake.

J.W. asked about the definition of small business. Shannon Mattingly said Cynthia Hernandez was working on that, but has not finalized it yet. Bobby Rountree commented that today was the first day he had some concrete idea of what the District actually does and is supposed to do. Several others agreed and were pleased that the District was moving forward and serves a very valuable purpose. Linda Neault suggested for the next board meeting agenda, the following items should be discussed: 1) What do we DO, what do we spend out time on? and 2) How would we educate the community? Ms. Neault also requested a brochure or newsletter be designed to describe the role of the District and its services.

12. The discussion for future meetings included the possibility of alternating the location of future meetings. After a short discussion, it was determined that Belton is the center of the region and would be the only logical place, so that some won't have to spend all day on the road. Therefore, the next meeting for the Development District of Central Texas Board of Directors will be held on Wednesday, September 1, 2004 at 9:30 a.m. in the Bell County Annex building. The meeting will take place at the Bell County Commissioners' Courtroom located at 550 East 2<sup>nd</sup> Avenue, in Belton.

13. The meeting adjourned at 11:10 a.m.

***The above minutes of the meeting of the Board of Directors of the Development District of Central Texas held on June 2, 2004 were approved and adopted by the Board on October 6, 2004.***

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Sam A. Listi, Chairman

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Date

**Attest:**

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Deborah A. Fuller, Secretary/Treasurer