

**MEETING NOTICE OF THE
CISCO DEVELOPMENT CORPORATION
CISCO, TEXAS**

Notice is hereby given that the **SPECIAL CALLED MEETING** of the **CISCO DEVELOPMENT CORPORATION** will be held on **Tuesday, November 12, 2019 at 4:30 P.M.** at **Cisco Development Corporation Office, 701 Conrad Hilton Blvd., Cisco, Texas** to consider the following items and possibly act on:

I. Call to Order

II. Invocation

III. Citizen -Visitor Comments:

Pursuant to policy set by the Cisco Development Corporation Board of Directors, a three (3) minute time limit per person is established for anyone wishing to address the Board on subjects pertaining to the CDC and the C4aDC organizations.

IV. Review of Minutes

Review of minutes from the **REGULAR CDC MEETING** held October 1, 2019.

V. Financial Report

Review of financial information from September 2019.

VI. Old Business

None

VII. New Business

1. Consider and possibly take action on a Request For Financial Assistance from Adrian and Sheila Allen to purchase and finance the building at 507 Conrad Hilton in Cisco Texas to relocate their wine tasting room that currently is operating in Albany, TX.
2. Consider and discuss highlights of Brownfields Clean-up Grant Application and give public the opportunity to discuss if needed.

VIII. Executive Session

The CDC Board reserves the right to retire into Executive Session. The following is an agenda of an Executive Session of the CDC Cisco, Texas held pursuant to the Texas Open Meetings Act, Government Code Section:

___ 551.071 – Consultation with Attorney	___x___ 551.072 – Real Property
___ 551.073 – Prospective Gift	___ 551.974 – Personnel Matters
___ 551.076 – Security Personnel & Devices	___ 551.086 – Test item (SB595)
___ 551.087 – Economic Development Negotiations (SB1851)	

IX. Reconvene into regular session and take action, if needed, on items discussed during Executive session.

X. Directors Report

See attached (Combined Type A and Type B Report)

XI. Board Discussion

Long range planning, team building, communication and other areas of concern or interest.

XII. Adjournment

John K. Diers, Executive Director

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CERTIFICATION

I certify that the above notice of meeting was posted at the Cisco City Hall at 500 Conrad Hilton Blvd. and the Cisco Development Corporation, 701 Conrad Hilton Blvd., Cisco, Texas on Wednesday, November 6, 2019.

Tammy Osborne, Cisco City Secretary

This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Cisco Development Corporation Office at (254) 442-4200 or Email at : info@ciscodc.com .

**Minutes - REGULAR MEETING of the BOARD of DIRECTORS
Of the CISCO DEVELOPMENT CORPORATION**

The Special Called Meeting of the Board of Directors of the Cisco Development Corporation was held on Tuesday, November 12, 2019 at 4:30 P.M. at the Cisco Development Corporation, 701 Conrad Hilton Blvd., Cisco, TX to consider the following items and possibly take action:

I. Call to Order

The meeting was called to order at 4:30 PM by President, Tammy Douglas. Present were Tammy Douglas, Jane Nichols, Sean King, Joe Petree, Stephen Forester, James Ramsay, Executive Director John Diers, and Administrative Assistant Roxanne Yielding. Ruth Stewart, Bill Kendall, and Darwin Archer attended as guests.

II. Invocation

Joe Petree opened the meeting with prayer.

III. Citizen – Visitor Comments

Ruth Stewart thanked the CEDC for all the organization does and thanked Sean for his letter to the editor in support of the CEDC organizations. Sean added James and Jane wrote letters to the editor also. Diers thanked Nichols, Ramsay, King, Mike McClure with McClure Carpet and Floors, also serving as a former board member, and Richard Williams with RAM for all of their efforts in the campaign for the CEDC during the recent election. “Thank Letters” had previously gone out from the CEDC office to those involved.

IV. Review of Minutes

The minutes from the previous regular meeting held October 1, 2019 were reviewed. There being no corrections or revisions, King made a motion to accept the minutes as presented. Ramsay seconded the motion and the motion carried.

V. Financial Report

The financial information for September 2019 was presented. Diers explained some lag-time still occurring in receiving sales tax revenue that caused the financial information to be somewhat skewed but would eventually reconcile. There being no corrections or revisions, Petree made a motion to approve the financial reports as presented. Followed by a second by King, the Financial Reports were approved.

VI. Old Business

None.

VII. New Business

- 1) In consideration of and possibly taking action on a Request For Financial Assistance from Adrian and Sheila Allen to purchase and finance the building at 507 Conrad Hilton in Cisco, Texas to relocate their wine tasting room that currently is operating in Albany, TX, Diers presented their business plan and a financial analysis. King asked if they met third year projections. Diers answered no and that was the main influence in consideration of the possible move. Nichols asked what the collateral would be. Diers stated the collateral would be the building at 507 Conrad Hilton. Nichols asked if there were any zoning restrictions. Diers said he would be going to the City Council meeting immediately following the board meeting. If the Board of Directors approved the financial assistance, he would be asking for a variance in zoning. Petree asked how often they will be open. Diers told him Thursday, Friday, and Saturday. Petree asked why they are not doing well in Albany. Diers explained that they were lacking in receiving as much traffic in Albany and the community appeared to be somewhat conservative. Nichols made a motion to accept the request as presented offering \$116,000 financing with 4% interest. Followed by a second by King, the motion carried with one opposed vote.
- 2) In consideration and discussion of highlights of the Brownfields Clean-up Grant Application, Yielding presented information of what the application was for and information about the Westfall Property. Douglas asked what the time period is for this project. Yielding said we are hoping to have it done within six months of receiving the grant funds. Forester asked if the grant would cover the total cost of the clean-up of the property. Yielding indicated that there would be a 20% cost share requirement if we were approved to receive the grant funds. Forester mad a motion to accept the application as presented. Followed by a second from Ramsay, the motion carried.

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VIII. Executive Session

None.

IX. Reconvene

No executive session.

X. Directors Report - See attached

Diers asked Darwin Archer, Cisco City Manager, to give us an update on the hangar pad progress. Darwin stated that work began yesterday and would continue as weather permits. Archer also indicated that the city would assist with the pad work labor for the county barn when the CDC received approval from the Eastland County Commissioners for the property exchange.

XI. Board Discussion

- 1) King recommended we address potential Christmas bonuses for the corporation's staff. Forester made a motion that Christmas bonus for Diers be given as budgeted and that Diers would ascertain bonus options for the Administrative Assistant. Followed by a second from Ramsay, the motion passed.
- 2) King requested that Diers' retirement plan be considered and placed on the December board meeting agenda.
- 3) King requested an updated vision for the future of the Village be on the December agenda. He would like to be able to share the updated vision with the public.

XII. Adjournment

Ramsay made a motion to adjourn, Forester seconded the motion and the motion carried to close the meeting at 5:03 PM.