Officers:
Anthony Richardson, President
Bruce Norwood, Vice-President
Rocio Gonzalez, Secretary

Staff:
Joey Grisham, Director of Economic Development
Taylor Lough, Assistant Director of Economic Development
Kimberly Garduno, Economic Development Coordinator

THE CITY OF Anna CDC GROUNDBREAKING POSSIBILITIES

THE CITY OF Anna EDC GROUNDBREAKING POSSIBILITIES

Anna Community Development Corporation and Anna Economic Development Corporation Special-Called Meeting Minutes

Thursday, February 10, 2022, at 6:00 pm
City of Anna, City Hall, Council Chambers
111 N. Powell Parkway, Anna, Texas 75409

The Anna Community Development Corporation and the Anna Economic Development Corporation conducted a special-called meeting at 6:00 p.m. on Thursday, February 10, 2022, at the Anna City Hall Council Chambers, Anna, Texas 75409.

A video recording of the open session portions of the meeting may be viewed online at the City of Anna's website: https://www.annatexas.gov/962/AgendasMinutes

CDC and EDC Board Members Present: Anthony Richardson, Shane Williams, Kylee Kelley Bruce Norwood, Michelle Hawkins, and Rocio Gonzalez. **CDC and EDC Board Members Absent:** Matthew Seago (Resigned). **Others Present:** Joey Grisham (Director of Economic Development), Kimberly Garduno (Economic Development Coordinator), and Clark McCoy (Attorney).

1. **Call to Order. Roll Call and Establishment of Quorum.**
   The meeting was called to order by Anthony Richardson, Board President, at 6:11 p.m.

2. **Invocation and Pledge.**
   Invocation and Pledge of Allegiance were led by Anthony Richardson.

3. **Neighbor Comments.**
   None.

4. **Consent Agenda.**
   a. Consider/Discuss/Act on approving minutes from the January 6, 2022, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
   b. Consider/Discuss/Act on approving minutes from the January 6, 2022, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

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Shane Williams made a motion on behalf of the CDC and EDC to approve the consent agenda. Michelle Hawkins seconded the motion. All were in favor. Motion passed.

5. **Individual Consideration**
   a. **Conduct a Public Hearing regarding financial incentives and Consider/Discuss/Action on a resolution approving an Incentive Agreement with Zablink Hospitality, LLC for a hotel project. (CDC)**
   Anthony Richardson opened the public hearing at 6:14 pm. Joey Grisham discussed the original Chapter 380 agreement with Zablink Hospitality. Joey explained the initial agreement included a deferral of roadway impact fees. After securing a loan in early 2020, the lender immediately rescinded the loan offer because of COVID 19. Now that the hotel industry is rebounding, Zablink was able to secure a new loan, but costs rose by over $2 million because of increased labor and materials costs. Zablink approached the EDC about assistance and staff recommends a grant of impact fees not to exceed $208.990.06 should Zablink meet the performance criteria. Staff feels that it is important to get the city's first hotel up and running to start collecting hotel occupancy taxes.

   Clark McCoy discussed two important sections of the performance agreement that outline the four conditions required to meet the incentive agreement. Anthony Richardson closed the public hearing at 6:35 pm.

   Rocio Gonzalez made a motion on behalf of the CDC approving a resolution approving an Incentive Agreement with Zablink Hospitality, LLC subject to approval as to legal form. Bruce Norwood seconded the motion. All were in favor. Motion passed.

   b. **Hold a work session to discuss Downtown and a prospective incentive policy.**
   Joey Grisham provided a presentation on proposed downtown incentive policy options and provided updates on items outlined in the Downtown Master Plan. City Council approved the downtown TIRZ in December and staff will seek Collin County's participation on TIRZ number 6. Several projects are in motion and staff will continue to update the Board on progress. Mr. Grisham discussed catalyst areas, façade improvement grants, challenges with parking, right-of-way acquisition, plans to upgrade infrastructure, public-private partnerships, and various financing tools. Mr. Grisham mentioned staff is working with Freese & Nichols on a plan to update downtown ordinances/zoning and answered Board questions about the difference between Type A/Type B sales tax structures.

   Anthony Richardson recommended staff create an incentive policy that will help downtown Anna become a unique destination, with policies distinct from other *cities. Kylee Kelly suggested staff evaluate each business applying for incentive agreements to ensure they do not close in a few months.*

c. **Consider/Discuss/Action on a resolution approving a Professional Services Agreement with Teague, Nall, and Perkins, Inc. (TNP) for a Downtown Drainage Study. (CDC)**
One of the major parts on the Downtown Master Plan includes upgrading the water and sewer infrastructure and addressing drainage issues. The Public Works Department has taken the lead on refurbishing the water tower and will also work with Teague, Nall and Perkins on the downtown drainage study. Upgrading infrastructure is key to bringing in new development downtown.

Shane Williams made a motion on behalf of the CDC to approve a resolution approving a Professional Services Agreement with Teague, Nall, & Perkins (TNP) for a Downtown Drainage Study not to exceed $55,000 and authorizing the Board President to execute the Agreement subject to approval as to legal form. Kylee Kelly seconded the motion. All were in favor. Motion passed.

d. **Consider/Discuss/Action on a resolution approving an Agreement with Red Productions, LLC for the creation of a promotional video. (CDC)**
This item was discussed at the January 2022 CDC/EDC Board Meeting. The current fiscal year budget includes funding for a new promotional video. Staff worked with Cooksey Communications to solicit and review proposals from 5-6 vendors. After reviewing each proposal, staff recommends Red Productions based on their quality work and extensive experience producing chamber and economic development videos. Filming of the video will start in March and will be completed sometime in May.

Michelle Hawkins made a motion on behalf of the CDC to approve a resolution approving an Agreement with Red Productions, LLC for the creation of a promotional video not to exceed $22,000 subject to approval as to legal form and authorizing the Board President to execute the Agreement. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

e. **Consider/Discuss/Action on a resolution amending the 2021-2022 Fiscal Year Budget by carrying forward unexpended promotional funds in the amount of $28,355.45. (EDC)**
Joey Grisham explained the department marketing plan changes last year resulted in unexpended promotional funds. Funds carried forward will be reflected in the Fiscal Year 2022 EDC budget.

Rocio Gonzalez made a motion on behalf of the EDC to approve a resolution approving an amendment to the FY 22 EDC Budget by carrying forward unexpended promotional funds in the *amount of $28,355.45. Anthony Richardson seconded the motion. All were in favor. Motion passed.*

f. **Consider/Discuss/Action on a resolution authorizing all actions necessary for closing on sale of real property (business park) to PC5 Properties, LLC or assigns. (CDC)**
Joey Grisham stated this item is related to sale of the business park and execution of documents.

Bruce Norwood made a motion on behalf of the CDC approving a resolution authorizing the Board President to execute all actions related to the sale of the Business Park. Kylee Kelly seconded the motion. All were in favor. Motion passed.

g. **Consider/Discuss/Action on a resolution authorizing all actions necessary for closing on sale of real property (business park) to PC5 Properties, LLC or assigns. (EDC)**

Kylee Kelly made a motion on behalf of the EDC approving a resolution authorizing the Board President to execute all actions related to the sale of the Business Park. Anthony Richardson seconded the motion. All were in favor. Motion passed.

h. **Consider/Discuss/Action on accepting the resignation of Matthew Seago for the Board of Directors. (CDC & EDC)**
Joey Grisham received Mr. Seago's resignation since he no longer lives in the city limits and no longer meets the residency requirement.

Anthony Richardson made a motion on behalf of the EDC and CDC to accept the resignation of Matthew Seago from the Board of Directors. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

6. **Director's Report**
   a. **Chamber of Commerce Annual Banquet – April 2**
   The Chamber Banquet is scheduled for Saturday, April 2, 2022. The EDC will have four tables for board members and staff. Board members are encouraged to notify staff if you plan to attend the banquet.
   b. **ICSC ReCON and Red River Show**
   The ICSC Red River show will take place March 30 – April 1st and will be in Dallas this year at the Kay Bailey Hutchison Convention Center. The Las Vegas Convention Center is the location for ICSC ReCON beginning May 22-24th. Board members are encouraged to notify staff if you plan to attend either event.
   c. **Strategic Plan Update**

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Bruce Norwood, Vice-President	Taylor Lough, Assistant Director of Economic Development
Rocio Gonzalez, Secretary	Kimberly Garduno, Economic Development Coordinator

A February update was included in the packet. Taylor Lough completed the 2022 Women's Leadership Institute and TCMA awarded Taylor the 2022 Assistant of the Year Award. Project updates included the closing of the senior living project. The AnaCapri project was submitted to D CEO and is a project finalist in the best real estate deals category.

d. **Financial Report/Sales Tax Update**
Joey Grisham explained sales tax continues strong upward trend. December 2021 sales tax revenue is up 32 percent.

7. **CLOSED SESSION (exceptions):**
   a. **Deliberate regarding the purchase, exchange, lease, or value of real property**. (Tex. Gov't Code §551.072) possible property acquisition; possible land sale/purchase; Anna Business Park.
   b. **Consult with legal counsel** on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code (Tex. Gov't Code §551.071) ; Grant program; Lease agreement and professional services contract.
   c. **Discuss or deliberate Economic Development Negotiations**: (1) To discuss or deliberate regarding commercial or financial information that the Board of Directors has received from a business prospect that the Board of Directors seeks to have locate, stay, or expand in or near the territory of the City of Anna and with which the Board is conducting economic development negotiations; or, (2) To deliberate the offer of a financial or other incentive to a business prospect described by subdivision (1). (Tex. Gov't Code §551.087) Anna Business Park Property; potential commercial, retail, and medical projects.

   Bruce Norwood made a motion to enter closed session. Rocio Gonzalez seconded the motion. All were in favor. Motion passed. CDC Board entered closed session at 7:31 p.m.

8. **Reconvene into open session and take any action on closed session items.**
Rocio Gonzalez made a motion to reconvene into open session. Kylee Kelly seconded the motion. All were in favor. Motion passed. The CDC reconvened into open session at 7:48 p.m.

9. **Receive reports from staff or Board Members about items of community interest.**
None.

10. **Adjourn.**
Shane Williams made a motion to adjourn the meeting at 7:50 p.m. Anthony Richardson seconded the motion. All were in favor. Motion passed.

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APPROVED:

BNorwood
Bruce Norwood (Mar 14, 2022 15:24 CDT)
Mar 14, 2022

Bruce Norwood
Vice-President of CDC/EDC

ATTESTED:

RGonzalez
Mar 16, 2022

Rocio Gonzalez
Secretary of CDC/EDC