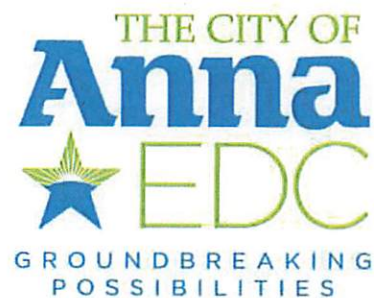


Officers:

Bruce Norwood, President
Jody Bills, Vice-President
Rocio Gonzalez, Secretary

Staff:

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



Anna Community Development Corporation and Anna Economic Development Corporation Meeting Minutes

Thursday, April 6, 2023, at 6:00 pm

Anna Municipal Complex, City Council Conference Room

120 W. 7th Street, Anna, Texas 75409

The Anna Community Development Corporation and the Anna Economic Development Corporation conducted a meeting at 6:00 p.m. on Thursday, April 6, 2023, at the Anna Municipal Complex City Council Conference Room, located at 120 W. 7th Street 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: Bruce Norwood, Kylee Kelley, Jody Bills, Michelle Hawkins, Ronnie Kerr and Gina Maria Ottavio **CDC and EDC Board Members Absent:** Rocio Gonzalez. **Others Present:** Joey Grisham (Director of Economic Development), Kimberly Garduno (Economic Development Coordinator), Lee Miller (Mayor Pro Tem), Clark McCoy (Attorney).

1. Call to Order. Roll Call and Establishment of Quorum.

The meeting was called to order by Board President Bruce Norwood at 6:00 p.m.

2. Invocation and Pledge of Allegiance.

Invocation and Pledge of Allegiance was led by Bruce Norwood.

3. Neighbor Comments.

None.

4. Consent Agenda.

- a. Consider/Discuss/Act on approving minutes from the March 8, 2023, Joint Community Development Corporation and Economic Development Corporation Special-Called Meeting. (CDC)
- b. Consider/Discuss/Act on approving minutes from the March 8, 2023, Joint Community Development Corporation and Economic Development Corporation Special-Called Meeting. (EDC)

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Taylor Lough, Assistant Director of Economic Development
Kimberly Garduno, Economic Development Coordinator

Kylee Kelley made a motion on behalf of the CDC and EDC to approve the minutes from the March 8, 2023, Joint Community Development Corporation and Economic Development Corporation Special-Called Meeting. Gina Maria Ottavio seconded the motion. All were in favor. Motion passed.

5. Individual Consideration

- a. Conduct a Public Hearing and Consider/Discuss/Act on a Resolution authorizing an expenditure in support of the City's application for the Texas Community Development Block Grant - Community Development (CD) Fund Program. (CDC)**
Bruce Norwood opened the public hearing at 6:04 p.m.

Kimberly Garduno discussed Texas Department of Agriculture's (TDA) Community Development Fund and application process. This is a statewide grant and extremely competitive. The city retained Public Management Inc. (PMI) to assist staff with project coordination and grant writing. The Community Development Fund is a two-year Community Development Block Grant and requires 51 percent of residents in the project area to be low-to-moderate income. The proposed project includes street improvements along Riggins and Edwards Streets. A map illustrating the designated benefit area and project limits was included in the Board packet. Staff plans to submit an application in May on the City's behalf requesting the full grant amount of \$500,000. If accepted, a local contribution match of \$75,000 is required.

Gina Maria Ottavio asked when will the City receive the award notification. Kimberly stated the application will be submitted by May 3, 2023, and we will receive notification 3-4 months after submission. Kylee asked for clarification on PMI's fee structure. Kimberly shared that PMI's fees are contingent on approval of the City's grant application.

Bruce Norwood closed the public hearing at 6:15 p.m.

Jody Bills made a motion on behalf of the CDC a resolution authorizing an expenditure in support of the City's application for the Texas Community Development Block Grant – Community Development Fund Program. Gina Maria Ottavio seconded the motion. All were in favor. Motion passed.

- b. Conduct a Public Hearing and Consider/Discuss/Act on a Resolution authorizing an expenditure in support of the City's application for the Texas Community Development Block Grant - Downtown Revitalization Program (DRP). (CDC)**

Bruce Norwood opened the public hearing at 6:16 p.m.

Kimberly Garduno discussed TDA's Downtown Revitalization Program and application process. Public Management Inc. (PMI) is currently assisting staff with project coordination and grant writing for the DRP application. The proposed project includes sidewalk

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improvements, lighting, and Americans with Disability Act (ADA) ramps along both sides of 4th Street in Downtown Anna. A map illustrating the project area and scope was included in the Board packet. Staff plans to submit an application on the City's behalf requesting the full grant amount of \$500,000. If accepted, a local contribution match of \$75,000 is required.

Joey Grisham mentioned as more investment is made in downtown, the need grows for sidewalks and lighting. Since 4th Street is in TxDOT's right-of-way, and all proposed improvements must meet TXDOT requirements.

Bruce Norwood closed the public hearing at 6:23 p.m.

Jody Bills made a motion on behalf of the CDC a resolution authorizing an expenditure in support of the City's application for the Texas Community Development Block Grant – Downtown Revitalization Program. Ronnie Kerr seconded the motion. All were in favor. Motion passed.

6. Director's Report

a. Strategic Plan Update

Joey Grisham shared the EDC sponsored the D CEO Commercial Real Estate Awards; 3 Nations Brewing and Liberty Hills were award finalists. 3 Nations is also a finalist for DBJ's Best Real Estate Awards. Mr. Grisham presented at two events this month, the Dallas Morning News' profiled Anna's growth in the March Edition of Boomtown Magazine. Bernie Parker was hired as the new Assistant Director of Economic Development and will start next week.

b. ICSC

The next conference will be ICSC in Las Vegas. Staff and members of the Board will have an opportunity to network and attend meetings with retailers. There is one available spot for ICSC Las Vegas. Board members wishing to attend should contact Joey Grisham immediately.

c. Greater Anna Chamber Banquet/Golf Tournament

Chamber Banquet will take place Saturday, April 8th at Anna High School. The Chamber Golf Tournament will take place at the Bridges Golf Club in Gunter on Monday, May 15th. The EDC is a sponsor of the event. Registration opens at 6:30 a.m. with an 8:00 a.m. shotgun start.

d. Wayfinding Project Updates

In December 2022, staff officially kicked-off Phase 1 of the Wayfinding and Signage Program. Consultants Lee Engineering and Merje Design met with internal staff and various stakeholder groups in February. Merje Design launched an online survey in March and received 122 survey responses. Merje will present their findings and several design options to City staff and the Wayfinding Taskforce next Tuesday, April 11th.

7. CLOSED SESSION (exceptions):

Officers:

Bruce Norwood, President
Jody Bills, Vice-President
Rocio Gonzalez, Secretary

Staff:

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

- 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;
- 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) potential retail and medical projects.

Ronnie Kerr made a motion to enter closed session. Kylee Kelley seconded the motion. All were in favor. Motion passed. CDC Board entered closed session at 6:46 p.m.

8. Reconvene into open session and take any action on closed session items.

Michelle Hawkins made a motion to reconvene into open session. Kylee Kelley seconded the motion. All were in favor. Motion passed. The CDC reconvened into open session at 6:53 p.m.

9. Receive reports from staff or Board Members about items of community interest.

Joey mentioned May 20th is the Touch-a-Truck event hosted by Parks and Recreation. As a reminder, the Annual Chamber Banquet is on Saturday, April 8, 2023.

10. Adjourn.

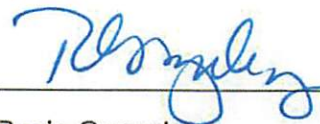
Kylee Kelley made a motion to adjourn the meeting at 7:03 p.m. Jody Bills seconded the motion. All were in favor. Motion passed.

APPROVED:



Bruce Norwood
President of CDC/EDC

ATTESTED:



Rocio Gonzalez
Secretary of CDC/EDC