

Officers:

Anthony Richardson, President
Stan Carver, Vice-President
Rocio Gonzalez, Secretary

Staff:

Joey Grisham, Economic Development Director
Taylor Lough, Economic Development Manager



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

Thursday, July 30, 2020 at 6:00 pm

The Anna Community Development Corporation and the Anna Economic Development Corporation conducted a special-called online meeting at 6:00 p.m. on Thursday, July 30, 2020. The Anna Community Development Corporation and the Economic Development Corporation participated in this meeting remotely in compliance with the Texas Open Meetings Act as suspended or modified under the pending Declaration of Disaster and associated executive orders and proclamations of the Governor of Texas.

The public observed the open session portions of the meeting online at the City of Anna's Facebook page: <https://www.facebook.com/City-of-Anna-281332118639373/>

CDC and EDC Board Members Present: Anthony Richardson, Rocio Gonzalez, Michelle Hawkins, Bruce Norwood, Shane Williams, Stan Carver and Doris Pierce. **Board Members Absent:** None **Others Present:** Councilmember Lee Miller, Joey Grisham (Economic Development Director), Taylor Lough (Economic Development Manager), Clark McCoy (CDC/EDC Legal Counsel), Dana Thornhill (Finance Director) and Kevin Johnson (IT Manager).

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

The meeting was called to order by Anthony Richardson, Board President, at 6:07 p.m.

2. Invocation and Pledge.

Invocation was given by Anthony Richardson. Pledge of Allegiance was led by Stan Carver.

3. Citizen Comments.

There were no citizen comments.

4. Consider/Discuss/Act on electing a President. (CDC)

5. Consider/Discuss/Act on electing a Vice-President. (CDC)

6. Consider/Discuss/Act on electing a Secretary. (CDC)

7. Consider/Discuss/Act on electing a President. (EDC)

8. Consider/Discuss/Act on electing a Vice-President. (EDC)

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9. Consider/Discuss/Act on electing a Secretary. (EDC)

Rocio Gonzalez made a motion to elect Anthony Richardson as President on behalf of the CDC and EDC. Michelle Hawkins seconded the motion. All were in favor. Anthony Richardson abstained. Motion passed.

Anthony Richardson made a motion to elect Stan Carver as Vice-President on behalf of the CDC and EDC. Doris Pierce seconded the motion. All were in favor. Stan Carver abstained. Motion passed.

Anthony Richardson made a motion to elect Rocio Gonzalez as Secretary on behalf of the CDC and EDC. Bruce Norwood seconded the motion. All were in favor. Rocio Gonzalez abstained. Motion passed.

10. Consider/Discuss/Act on approving minutes from the July 2, 2020 CDC Special Called Meeting. (CDC)

11. Consider/Discuss/Act on approving minutes from the July 2, 2020 EDC Special Called Meeting. (EDC)

Rocio Gonzalez made a motion to approve the minutes on behalf of the CDC and EDC for the July 2, 2020 Joint CDC/EDC Meeting. Shane Williams seconded the motion. All were in favor. Motion passed.

12. Hold a public hearing and act on a resolution approving the Fiscal Year 2020-2021 budget and authorizing publication of the adopted budget. (CDC)

Anthony Richardson opened the public hearing at 6:20 p.m.

Joey Grisham introduced Dana Thornhill, Finance Director, to discuss the City of Anna investment policy. The CDC and EDC investment funds are in their own account in the City's local depository, and since they are separate bank accounts, it doesn't allow the opportunity to pool funds with the city to invest. Ms. Thornhill stated the CDC funds are too small to invest on their own as interest rates are too low to gain significant revenue. Closing CDC and EDC accounts and combining funds with the City of Anna's funds would allow for greater interest revenue. The general ledger would provide the exact amount of funding for the CDC and EDC.

Joey Grisham provided a presentation about the CDC and EDC Budgets, and proposed a \$1,311,140 FY 2021 CDC Budget. Staff is proposing increasing the amount for grants to \$100,000. The line item for the Greater Anna Chamber of Commerce contract is the same as last year at \$42,000. The contract will be brought before the Board in September so the funding amount may change. Staff is working with the Neighborhood Services Director and Greater Anna Chamber of Commerce President related to community events. The contract services line item also includes the current marketing plan and tagline development project and a retail/restaurant/entertainment attraction plan. Fund balance is projected to be near 100% of the current year budget. Joey stated that the CDC is in a strong position for future projects. As the downtown plan takes shape and City Hall is completed, several

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opportunities are expected to come to fruition. Anthony Richardson asked about the marketing line item in the CDC Budget and Joey Grisham explained that unspent funds budgeted for marketing may be rolled over to the next fiscal year and that state law allows the Corporations to spend ten percent of their budget on marketing and promotion expenses.

Doris Pierce asked Joey Grisham to explain the Chief Partners payment. Joey Grisham explained there is a previous agreement with the developer of Wal-Mart and surrounding property to rebate 90% of the sales tax revenue back to the developer for costs incurred for infrastructure investments. A second phase includes a 70% rebate for the property moving north of Wal-Mart up to the Freestanding ER. The term is twenty years for both agreements or until the max rebate amount is reached, whichever comes first.

Stan Carver asked about the Hurricane Creek Country Club Membership. Joey Grisham explained the Club does not charge the CDC for its membership, only for meals or other charges incurred.

Doris Pierce asked if travel and training expenses were not used this year, what would happen to those funds. Joey Grisham explained the unspent funds could be moved to fund balance or be used for another expense.

Anthony Richardson closed the public hearing at 7 pm.

Anthony Richardson made a motion to approve a resolution on behalf of the CDC Board approving the Fiscal Year 2020-2021 budget and authorizing publication of the adopted budget. Bruce Norwood seconded the motion. All were in favor. Motion passed.

13. Consider/Discuss/Act on a resolution approving the Fiscal Year 2020-2021 budget. (EDC)

Joey Grisham presented a \$99,650 EDC budget for FY 2021 with most of items falling under the Contract Services line item: architectural and signage contracts for the Business Park, legal fees, audit expenses, and printer and janitorial services at the Inc-Cube, etc. He reminded the Board that the EDC does not currently receive sales tax collections and that some of the funding for the FY 2021 budget is coming from the Fund Balance. The projected Fund Balance for FY 2021 is \$343,203.

Bruce Norwood made a motion on behalf of the EDC to approve a resolution approving the Fiscal Year 2020-2021 budget. Stan Carver seconded the motion. All were in favor. Motion passed.

14. Director's Report

A. Report on current corporate financial status—Discussion Only

Joey Grisham explained that sales tax collections increased 37% in May over last year, likely from the opening of new restaurants. This trend is expected to continue as new restaurants like Sunview Café open soon.

B. Greater Anna Chamber Golf Tournament—August 24

The golf tournament was rescheduled from the spring because of COVID. The CDC's sponsorship includes two teams and board members should e-mail Taylor if they would

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like to play. This year's tournament will begin at 7:00 a.m. on Monday, August 24th. Stan Carver shared that this is a great networking event for local businesses and organizations. Doris Pierce and Michelle Hawkins offered to help during the event and attend rather than play.

C. ED Strategic Plan Update

Yesterday, Joey Grisham and Taylor Lough kicked off the Marketing Plan with Cooksey Communications. They have experience with both cities and economic development organizations.

D. Upcoming Meeting Schedule

Unless the Board needs to meet in August, the next scheduled Board meeting is Thursday, September 3, 2020. Bruce Norwood and Shane Williams asked for the option to meet in person. Kevin Johnson added that we can stream the video live whether in person or virtually. Anthony Richardson added that we may need a hybrid in order to maintain proper social distancing spacing.

E. Comp Plan, Downtown Master Plan, and Parks/Trails Master Plan Update

On Tuesday, August 11th, there is a joint meeting with the City Council, CDC/EDC Board, Parks Board, and Planning and Zoning Board at Rattan Elementary. A survey was sent out and a website will be finalized soon. This will be a great opportunity to meet the consultant team and provide additional input on the plans. A notice of potential quorum will be posted.

15. 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 promotional 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 retail and medical projects.

Stan Carver made a motion to enter closed session. Shane Williams seconded the motion. All were in favor. Motion passed. The CDC moved into closed session at 7:23 p.m.

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

Stan Carver made a motion to reconvene into open session. Doris Pierce seconded the motion. All were in favor. Motion passed. The CDC reconvened into open session at 8:18 p.m.

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Anthony Richardson made a motion to recommend the City Council approve a Chapter 380 agreement with Italian Villa for a Small Business Grant of \$5,000, pending a signed lease of at least 5 years and construction contract to be executed before December 30, 2020 within the City of Anna, Texas. Shane Williams seconded the motion. All were in favor. Bruce Norwood abstained. Motion passed.

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

Items of community interest include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen (but not including a change in status of a person's public office or public employment); a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

Stan Carver explained that Sunview Café is opening soon and is actively hiring. The Greater Anna Chamber of Commerce is holding their annual golf tournament on August 24th. Anna residents are organizing a patriotic display at Lake Texoma this Saturday. Anna ISD is opening soon in person and virtually.

18. Adjourn.

Shane Williams made a motion to adjourn the meeting at 8:23 pm. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

APPROVED:



Anthony D Richardson (Sep 11, 2020 06:47 CDT)

Anthony Richardson
President of CDC/EDC

ATTESTED:



Rocio Gonzalez
Secretary of CDC/EDC

July 30 2020 CDC EDC Joint Meeting Minutes - CORRECTED2

Final Audit Report

2020-09-11

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