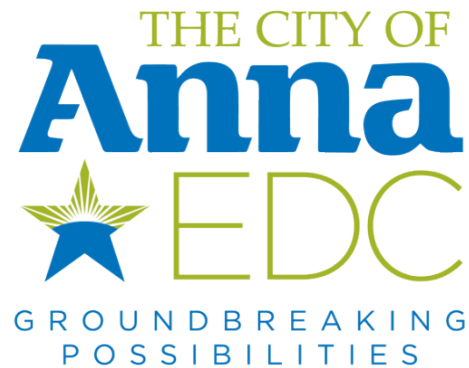




**MEETING AGENDA
ANNA COMMUNITY DEVELOPMENT CORPORATION
AND
ANNA ECONOMIC DEVELOPMENT CORPORATION**

Thursday, January 6, 2022 @ 6:00 PM

The EDC/CDC of the City of Anna will meet at 6:00 PM, on January 6, 2022, at the Anna City Hall, Located at 111 North Powell Parkway (Hwy 5), to consider the following items below.

1. **Call to Order, Roll Call and Establishment of Quorum.**
2. **Invocation and Pledge of Allegiance.**
3. **Neighbor Comments.**
Persons may address the Board of Directors on items not on the agenda; please observe the time limit of three (3) minutes. Members of the Board cannot comment on or deliberate statements of the public except as authorized by Section 551.042 of the Texas Government Code.
4. **Introduction of new Economic Development Coordinator, Kimberly Garduno.**
5. **Consent Agenda.**
 - a. Consider/Discuss/Act on approving minutes from the December 2, 2021 Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
 - b. Consider/Discuss/Act on approving minutes from the December 2, 2021 Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)
6. **Individual Consideration**
 - a. Consider/Discuss/Act on a resolution approving an Agreement with Wolfe, Tidwell, & McCoy, LLP for legal services. (EDC)
 - b. Consider/Discuss/Act on a resolution approving an Agreement with Wolfe,

IMPORTANT LEGAL NOTICE: The Corporation may vote and/or act upon each of the items listed in this agenda. The Corporation reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meetings Act. Disabled persons who want to attend this meeting and who may need assistance should contact the City Secretary at 972-924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

Tidwell, & McCoy, LLP for legal services. (CDC)

7. **Director's Report.**

- a. October Sales Tax Report/November Budget Update
- b. Strategic Plan Update
- c. ICSC Red River / February Meeting Date

8. **Closed Session.**

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); 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 retail and medical projects.

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

10. **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 posting of the agenda.

11. **Adjourn.**

This is to certify that I, Joey Grisham, Director, posted this agenda at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board at or before 5:00 p.m. on January 3, 2022.

Joey Grisham, Director of Economic
Development



Item No. 4.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:

Introduction of new Economic Development Coordinator, Kimberly Garduno.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:



AGENDA ITEM:
Consent Agenda.

SUMMARY:

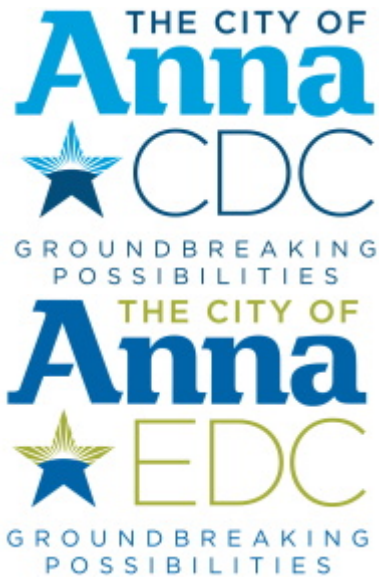
STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 5.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:



Item No. 5.a.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:

Consider/Discuss/Act on approving minutes from the December 2, 2021 Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

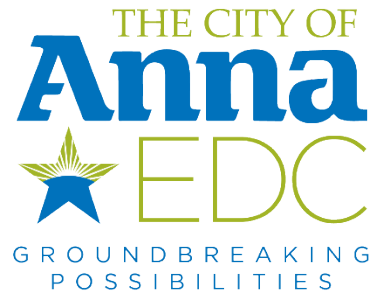
1. December 2 2021 CDC EDC Joint Meeting Minutes

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



Anna Community Development Corporation and Anna Economic Development Corporation Regular Meeting Minutes

**Thursday, December 2, 2021, 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 regular called meeting at 6:00 p.m. on Thursday, December 2, 2021, 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, Rocio Gonzalez, Kylee Kelley Bruce Norwood, Michelle Hawkins, and Matthew Seago. **CDC and EDC Board Members Absent:** None. **Others Present:** Joey Grisham (Director of Economic Development), Taylor Lough (Assistant Director of Economic Development), and Lee Miller (Mayor Pro Tem) **Others Participating Remotely:** 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 6:05 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 November 4, 2021, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
- b. Consider/Discuss/Act on approving minutes from the November 4, 2021, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

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

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

5. **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. Michelle Hawkins seconded the motion. All were in favor. Motion passed. CDC Board entered closed session at 6:08 p.m.

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

Anthony Richardson made a motion to reconvene into open session. Matthew Seago seconded the motion. All were in favor. Motion passed. The CDC reconvened into open session at 6:15 p.m.

7. **Individual Consideration**

- a. **Consider/Discuss/Act on a resolution approving a Land Lease Agreement with New Cingular Wireless PCS, LLC for a cell tower at the Anna Business Park.**

Joey Grisham explained that the EDC has been discussing placing a cell tower on the Anna Business Park property for the last few months. A draft agreement was sent to the Board. The tower would take 3,600 square feet of space on land the EDC would continue to own with the initial term being five years with nine additional five-year terms with a 12% increase in rent after each term. The EDC would also have a revenue share for each tenant on the tower. The increased cellular service to the southern portion of Anna would be a benefit.

Clark McCoy stated there is some language in the agreement that we are waiting for so if approved, please do so subject to legal form. He also explained the Public Works Director has reviewed as well.

Bruce Norwood made a motion on behalf of the CDC to approve a resolution authorizing the Board President to execute an option and land lease agreement with New Cingular

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

Wireless PCS, LLC subject to approval as to legal form. Shane Williams seconded the motion. All were in favor. Motion passed.

Bruce Norwood made a motion on behalf of the EDC to approve a resolution authorizing the Board President to execute an option and land lease agreement with New Cingular Wireless PCS, LLC subject to approval as to legal form. Matthew Seago seconded the motion. All were in favor. Motion passed.

b. Consider/Discuss/Act on a resolution approving an agreement for retail marketing and recruitment services. (CDC)

Joey Grisham explained that retail and restaurant recruitment is crucial for the community and a priority from both the City of Anna Strategic Plan and Economic Development Strategic Plan. Since the approval of the Economic Development Strategic Plan, we have discussed hiring a third party to develop a retail market assessment and help recruit retail to Anna. During the last meeting, three separate groups presented to the Board with Jason Claunch opting to partner with Retail Strategies. Staff recommended looking at the Retail Coach, Navi Retail and Retail Strategies, stating that the goal is to work with Jason Claunch on some individual projects in the future. Mr. Grisham also went through comments made from the Board regarding each firm.

Anthony Richardson stated he believed staff could work with each group. Kylee Kelley appreciated Navi Retail's analytical approach and Michelle Hawkins liked Navi's description of themselves as boutique. Bruce Norwood also appreciated the description of Navi Retail and liked The Retail Coach's presentation.

Joey Grisham added these groups would be responsible for setting up meetings for us at various events. Their studies and information would be completely customizable, beyond what staff could access ourselves.

Anthony Richardson made a motion to approve a resolution authorizing the Economic Development Director to execute a contract for retail recruitment and marketing and enter into a professional services agreement with Navi Retail not to exceed \$48,000 subject to approval as to legal form. Shane Williams seconded the motion. All were in favor. Motion passed.

8. Director's Report

a. September Sales Tax Report

The month of September resulted in an increase of almost 20% more sales tax revenue than September 2020. Joey Grisham explained we ended the year \$400,000 more than projected and continue to trend 20% more year over year.

b. Strategic Plan Update

A printed copy of the annual report for FY2021 was provided to the Board and the City Council. A monthly update was also in the packet for October and November. Several key items will be accomplished this fiscal year. Newsletter subscribers and LinkedIn followers increased.

c. ED Coordinator Search Update

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 will begin December 13. She is currently Assistant to the City Manager in DeSoto and previously worked in Mesquite. She is a Baylor grad and has a master's in public administration from the University of Texas at Dallas. She will be introduced at the next Council meeting and attending future Board meetings.

d. ICSC Red River (Feb. 1-3) in Dallas

Please let staff know if you would like to attend. The event will be held at the Kay Bailey Convention Center.

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

The Business Appreciation Lunch will be held on Thursday, December 16th at 11:30 a.m. at First Anna.

The Christmas Parade will take place Saturday, December 11th at Noon, a vendor fair will also be held that afternoon and the Christmas Tree Lighting starts at 5:00 p.m.

10. Adjourn.

Anthony Richardson made a motion to adjourn the meeting at 7:11 p.m. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

APPROVED:

Anthony Richardson
President of CDC/EDC

ATTESTED:

Rocio Gonzalez
Secretary of CDC/EDC



Item No. 5.b.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:

Consider/Discuss/Act on approving minutes from the December 2, 2021 Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

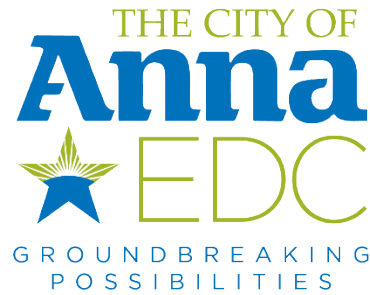
1. December 2 2021 CDC EDC Joint Meeting Minutes

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



Anna Community Development Corporation and Anna Economic Development Corporation Regular Meeting Minutes

**Thursday, December 2, 2021, 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 regular called meeting at 6:00 p.m. on Thursday, December 2, 2021, 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, Rocio Gonzalez, Kylee Kelley Bruce Norwood, Michelle Hawkins, and Matthew Seago. **CDC and EDC Board Members Absent:** None. **Others Present:** Joey Grisham (Director of Economic Development), Taylor Lough (Assistant Director of Economic Development), and Lee Miller (Mayor Pro Tem) **Others Participating Remotely:** 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 6:05 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 November 4, 2021, Joint Community Development Corporation and Economic Development Corporation Meeting. (CDC)
- b. Consider/Discuss/Act on approving minutes from the November 4, 2021, Joint Community Development Corporation and Economic Development Corporation Meeting. (EDC)

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

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

5. **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. Michelle Hawkins seconded the motion. All were in favor. Motion passed. CDC Board entered closed session at 6:08 p.m.

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

Anthony Richardson made a motion to reconvene into open session. Matthew Seago seconded the motion. All were in favor. Motion passed. The CDC reconvened into open session at 6:15 p.m.

7. **Individual Consideration**

- a. **Consider/Discuss/Act on a resolution approving a Land Lease Agreement with New Cingular Wireless PCS, LLC for a cell tower at the Anna Business Park.**

Joey Grisham explained that the EDC has been discussing placing a cell tower on the Anna Business Park property for the last few months. A draft agreement was sent to the Board. The tower would take 3,600 square feet of space on land the EDC would continue to own with the initial term being five years with nine additional five-year terms with a 12% increase in rent after each term. The EDC would also have a revenue share for each tenant on the tower. The increased cellular service to the southern portion of Anna would be a benefit.

Clark McCoy stated there is some language in the agreement that we are waiting for so if approved, please do so subject to legal form. He also explained the Public Works Director has reviewed as well.

Bruce Norwood made a motion on behalf of the CDC to approve a resolution authorizing the Board President to execute an option and land lease agreement with New Cingular

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

Wireless PCS, LLC subject to approval as to legal form. Shane Williams seconded the motion. All were in favor. Motion passed.

Bruce Norwood made a motion on behalf of the EDC to approve a resolution authorizing the Board President to execute an option and land lease agreement with New Cingular Wireless PCS, LLC subject to approval as to legal form. Matthew Seago seconded the motion. All were in favor. Motion passed.

b. Consider/Discuss/Act on a resolution approving an agreement for retail marketing and recruitment services. (CDC)

Joey Grisham explained that retail and restaurant recruitment is crucial for the community and a priority from both the City of Anna Strategic Plan and Economic Development Strategic Plan. Since the approval of the Economic Development Strategic Plan, we have discussed hiring a third party to develop a retail market assessment and help recruit retail to Anna. During the last meeting, three separate groups presented to the Board with Jason Claunch opting to partner with Retail Strategies. Staff recommended looking at the Retail Coach, Navi Retail and Retail Strategies, stating that the goal is to work with Jason Claunch on some individual projects in the future. Mr. Grisham also went through comments made from the Board regarding each firm.

Anthony Richardson stated he believed staff could work with each group. Kylee Kelley appreciated Navi Retail's analytical approach and Michelle Hawkins liked Navi's description of themselves as boutique. Bruce Norwood also appreciated the description of Navi Retail and liked The Retail Coach's presentation.

Joey Grisham added these groups would be responsible for setting up meetings for us at various events. Their studies and information would be completely customizable, beyond what staff could access ourselves.

Anthony Richardson made a motion to approve a resolution authorizing the Economic Development Director to execute a contract for retail recruitment and marketing and enter into a professional services agreement with Navi Retail not to exceed \$48,000 subject to approval as to legal form. Shane Williams seconded the motion. All were in favor. Motion passed.

8. Director's Report

a. September Sales Tax Report

The month of September resulted in an increase of almost 20% more sales tax revenue than September 2020. Joey Grisham explained we ended the year \$400,000 more than projected and continue to trend 20% more year over year.

b. Strategic Plan Update

A printed copy of the annual report for FY2021 was provided to the Board and the City Council. A monthly update was also in the packet for October and November. Several key items will be accomplished this fiscal year. Newsletter subscribers and LinkedIn followers increased.

c. ED Coordinator Search Update

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 will begin December 13. She is currently Assistant to the City Manager in DeSoto and previously worked in Mesquite. She is a Baylor grad and has a master's in public administration from the University of Texas at Dallas. She will be introduced at the next Council meeting and attending future Board meetings.

d. ICSC Red River (Feb. 1-3) in Dallas

Please let staff know if you would like to attend. The event will be held at the Kay Bailey Convention Center.

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

The Business Appreciation Lunch will be held on Thursday, December 16th at 11:30 a.m. at First Anna.

The Christmas Parade will take place Saturday, December 11th at Noon, a vendor fair will also be held that afternoon and the Christmas Tree Lighting starts at 5:00 p.m.

10. Adjourn.

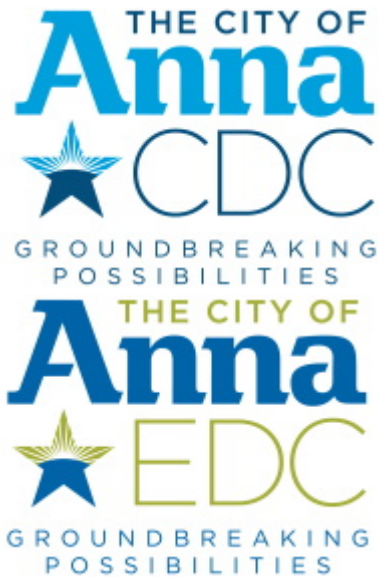
Anthony Richardson made a motion to adjourn the meeting at 7:11 p.m. Rocio Gonzalez seconded the motion. All were in favor. Motion passed.

APPROVED:

ATTESTED:

Anthony Richardson
President of CDC/EDC

Rocio Gonzalez
Secretary of CDC/EDC



Item No. 6.a.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:

Consider/Discuss/Act on a resolution approving an Agreement with Wolfe, Tidwell, & McCoy, LLP for legal services. (EDC)

SUMMARY:

Clark McCoy of Wolfe, Tidwell, & McCoy, LLP has represented the CDC and EDC for several years and has not asked for any fee increases for quite some time. This Agreement updates the fee structure.

STAFF RECOMMENDATION:

Motion on behalf of the EDC to adopt a resolution approving an Agreement with Wolfe, Tidwell, & McCoy for legal services and authorizing the Board President to execute the Agreement.

ATTACHMENTS:

1. Res re attorney agreement C08010D20211222CR1

ANNA ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. _____

**A RESOLUTION OF THE ANNA ECONOMIC DEVELOPMENT CORPORATION,
APPROVING A WRITTEN AGREEMENT FOR LEGAL SERVICES AND
AUTHORIZING THE PRESIDENT TO EXECUTE SAID AGREEMENT.**

WHEREAS, the Anna Economic Development Corporation desires to enter into a written agreement with Wolfe, Tidwell & McCoy, LLP relating to provision of legal services and fees and expenses related thereto (the "Agreement");

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
ANNA ECONOMIC DEVELOPMENT CORPORATION:**

Section 1. The recitals set forth above are incorporated herein by reference as if fully set forth for all purposes.

Section 2. The Agreement is hereby approved and the President's execution of the Agreement is hereby authorized and approved.

PASSED AND APPROVED by the Anna Economic Development Corporation this the _____ day of _____, 2022.

APPROVED

ATTEST:

Anthony Richardson
President

Rocio Gonzalez
Secretary

WOLFE, TIDWELL & McCOY, LLP

ATTORNEYS & COUNSELORS

DALLAS | FRISCO | SHERMAN

FRISCO

2591 DALLAS PARKWAY, SUITE 205

FRISCO, TEXAS 75034

Tel 972.712.3530

Fax 972.712.3540

www.wtmlaw.net

WRITER'S EMAIL – cmccoy@wtmlaw.net

December 22, 2021

Mr. Anthony Richardson
President
Anna Economic Development Corporation
c/o City of Anna Economic Development Director

Re: *Letter of Engagement for Legal Services*

Dear Anthony:

This letter confirms that Anna Economic Development Corporation (the "Corporation") has engaged the law firm of Wolfe, Tidwell & McCoy, LLP (the "Firm") as the Corporation's legal counsel on an as-needed basis for the provision of legal services. The Firm will be compensated for provision of said services at the rate of \$200/hr for partner-attorney time, \$165/hr for senior-attorney time, \$130/hr for associate attorney time and \$95/hr paralegal/legal assistant time. The Firm will also be reimbursed for all reasonable expenses incurred in providing said services including, but not limited to: photocopies, postage, long-distance telephone calls, approved travel, filing/recording fees, court costs, depositions, and any other expenses that are incidental and necessary to providing the Firm's services to the Corporation.

Fees and expenses will be itemized on a written invoice and billed to the Corporation on a monthly basis and are due and payable upon receipt of the invoice. The invoice will contain a detailed description of the services rendered, with time broken down into tenth-of-an-hour increments, identifying the person performing the work, and a description of all incidental expenses.

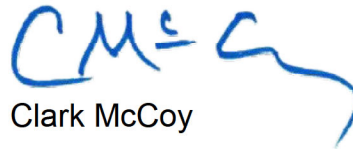
The Firm guarantees provision of services at the newly agreed-upon rates through September 30, 2023. For subsequent years, the Firm may increase its rate by a maximum of 4% annually by providing written notice to the City of Anna Economic Development Director on or before July 31 to subsequently take effect October 1 of the year of such increase. Reimbursement for costs and expenses will continue to be reimbursed as described above. Fees and expenses will continue to be itemized on a written invoice and billed to the City on a monthly basis and are due and payable upon receipt of the invoice. Invoices will continue to contain a detailed description of the services rendered, with time broken down into tenth-of-an-hour increments, identifying the person performing the work, and a description of all incidental expenses.

Mr. Anthony Richardson
RE: Letter of Engagement for Legal Services
December 22, 2021
Page 2

If this letter confirms the understanding of the Corporation, please execute where indicated below and return a copy of same to my office at your earliest convenience.

Please let me know if you have any questions. Thank you.

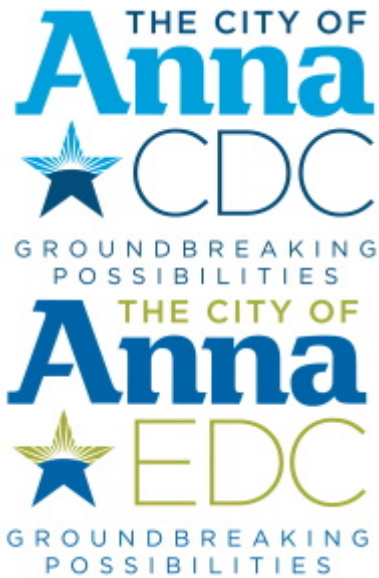
Sincerely,



Clark McCoy

AGREED:

By: Anthony Richardson, President
Anna Economic Development Corporation



Item No. 6.b.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:

Consider/Discuss/Act on a resolution approving an Agreement with Wolfe, Tidwell, & McCoy, LLP for legal services. (CDC)

SUMMARY:

Clark McCoy of Wolfe, Tidwell, & McCoy, LLP has represented the CDC and EDC for several years and has not asked for any fee increases for quite some time. This Agreement updates the fee structure.

STAFF RECOMMENDATION:

Motion on behalf of the CDC to adopt a resolution approving an Agreement with Wolfe, Tidwell, & McCoy, LLP for legal services and authorizing the Board President to execute the Agreement.

ATTACHMENTS:

1. Res re attorney agreement C08009D20211222CR1

ANNA COMMUNITY DEVELOPMENT CORPORATION

RESOLUTION NO. _____

**A RESOLUTION OF THE ANNA COMMUNITY DEVELOPMENT CORPORATION,
APPROVING A WRITTEN AGREEMENT FOR LEGAL SERVICES AND
AUTHORIZING THE PRESIDENT TO EXECUTE SAID AGREEMENT.**

WHEREAS, the Anna Community Development Corporation desires to enter into a written agreement with Wolfe, Tidwell & McCoy, LLP relating to provision of legal services and fees and expenses related thereto (the "Agreement");

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
ANNA COMMUNITY DEVELOPMENT CORPORATION:**

Section 1. The recitals set forth above are incorporated herein by reference as if fully set forth for all purposes.

Section 2. The Agreement is hereby approved and the President's execution of the Agreement is hereby authorized and approved.

PASSED AND APPROVED by the Anna Community Development Corporation this the _____ day of _____, 2022.

APPROVED

ATTEST:

Anthony Richardson
President

Rocio Gonzalez
Secretary

WOLFE, TIDWELL & McCOY, LLP

ATTORNEYS & COUNSELORS

DALLAS | FRISCO | SHERMAN

FRISCO

2591 DALLAS PARKWAY, SUITE 205

FRISCO, TEXAS 75034

Tel 972.712.3530

Fax 972.712.3540

www.wtmlaw.net

WRITER'S EMAIL – cmccoy@wtmlaw.net

December 22, 2021

Mr. Anthony Richardson
President
Anna Community Development Corporation
c/o City of Anna Economic Development Director

Re: *Letter of Engagement for Legal Services*

Dear Anthony:

This letter confirms that Anna Community Development Corporation (the "Corporation") has engaged the law firm of Wolfe, Tidwell & McCoy, LLP (the "Firm") as the Corporation's legal counsel on an as-needed basis for the provision of legal services. The Firm will be compensated for provision of said services at the rate of \$200/hr for partner-attorney time, \$165/hr for senior-attorney time, \$130/hr for associate attorney time and \$95/hr paralegal/legal assistant time. The Firm will also be reimbursed for all reasonable expenses incurred in providing said services including, but not limited to: photocopies, postage, long-distance telephone calls, approved travel, filing/recording fees, court costs, depositions, and any other expenses that are incidental and necessary to providing the Firm's services to the Corporation.

Fees and expenses will be itemized on a written invoice and billed to the Corporation on a monthly basis and are due and payable upon receipt of the invoice. The invoice will contain a detailed description of the services rendered, with time broken down into tenth-of-an-hour increments, identifying the person performing the work, and a description of all incidental expenses.

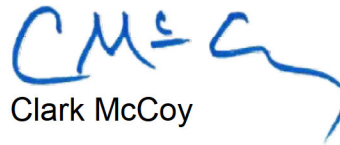
The Firm guarantees provision of services at the newly agreed-upon rates through September 30, 2023. For subsequent years, the Firm may increase its rate by a maximum of 4% annually by providing written notice to the City of Anna Economic Development Director on or before July 31 to subsequently take effect October 1 of the year of such increase. Reimbursement for costs and expenses will continue to be reimbursed as described above. Fees and expenses will continue to be itemized on a written invoice and billed to the City on a monthly basis and are due and payable upon receipt of the invoice. Invoices will continue to contain a detailed description of the services rendered, with time broken down into tenth-of-an-hour increments, identifying the person performing the work, and a description of all incidental expenses.

Mr. Anthony Richardson
RE: Letter of Engagement for Legal Services
December 22, 2021
Page 2

If this letter confirms the understanding of the Corporation, please execute where indicated below and return a copy of same to my office at your earliest convenience.

Please let me know if you have any questions. Thank you.

Sincerely,



Clark McCoy

AGREED:

By: Anthony Richardson, President
Anna Community Development Corporation



AGENDA ITEM:
Director's Report.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 7.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:



Item No. 7.a.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:

October Sales Tax Report/November Budget Update

SUMMARY:

STAFF RECOMMENDATION:

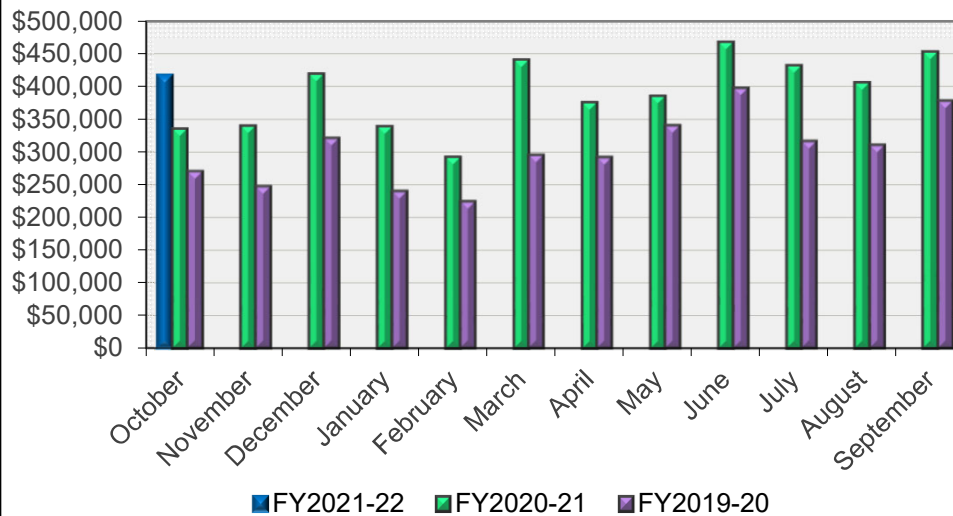
ATTACHMENTS:

1. 2022 Monthly Sales Tax Report
2. CDC SALES TAX COLLECTIONS FY22
3. FY2022 Period 2 November CDC EDC

CITY OF ANNA
Schedule of Sales Tax Collections
For the month October 31, 2021

	2021-22 Collections		% Change	2020-21 Collections	
	Monthly		from	Monthly	
			Prior Year		
October	\$	417,343	24.4%	\$	335,454
November					340,156
December					419,319
January					338,879
February					292,405
March					441,021
April					375,823
May					385,457
June					467,686
July					432,097
August					406,214
September					453,292
	\$	417,343		\$	4,687,804
 Budget:		4,390,000	9.5%		4,300,000

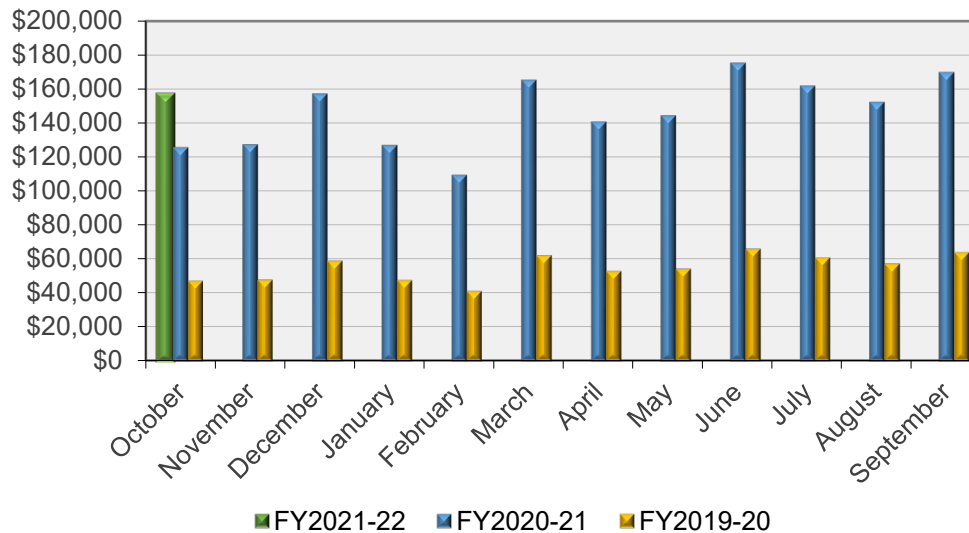
**Monthly Sales Tax Collections:
3 Year Comparison**



CITY OF ANNA
COMMUNITY DEVELOPMENT CORPORATION
Schedule of Sales Tax Collections

	2021-22 Collections		% Change	2020-21 Collections	
	Monthly		from	Monthly	
			Prior Year		
October	\$	156,504	24.4%	\$	125,795
November					127,559
December					157,245
January					127,080
February					109,652
March					165,383
April					140,934
May					144,546
June					175,382
July					162,036
August					152,330
September					169,985
	\$	156,504		\$	1,757,926

**Monthly Sales Tax Collections:
3 Year Comparison**



Budget Report

For Fiscal: 2021-2022 Period Ending: 11/30/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 890 - Community Development Corporation							
Department: 825 - Community Development Corporation							
890-825-61010	Salaries	292,734.00	292,734.00	19,957.39	39,238.10	253,495.90	86.60 %
890-825-61019	Miscellaneous Payroll	100.00	100.00	0.00	0.00	100.00	100.00 %
890-825-61110	Payroll Taxes-City Part FICA	22,394.00	22,394.00	1,163.83	2,286.31	20,107.69	89.79 %
890-825-61210	Health Insurance	31,866.00	31,866.00	0.00	69.90	31,796.10	99.78 %
890-825-61220	TMRS Retirement	40,368.00	40,368.00	2,694.28	5,293.99	35,074.01	86.89 %
890-825-61230	Unemployment	750.00	750.00	177.43	177.43	572.57	76.34 %
890-825-61240	Worker's Compensation	1,318.00	1,318.00	465.57	465.57	852.43	64.68 %
890-825-61710	Travel/Training Expense	0.00	0.00	296.80	1,023.61	-1,023.61	0.00 %
890-825-62011	Office Supplies	2,000.00	2,000.00	41.18	102.85	1,897.15	94.86 %
890-825-62012	Other Supplies - Misc.	4,000.00	4,000.00	271.51	271.51	3,728.49	93.21 %
890-825-62210	Postage	100.00	100.00	0.00	0.00	100.00	100.00 %
890-825-62310	Clothing Supplies	1,000.00	1,000.00	90.28	90.28	909.72	90.97 %
890-825-62910	IT Supplies	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
890-825-66040	Telecom	700.00	700.00	0.00	0.00	700.00	100.00 %
890-825-67000	Contract Services	246,775.00	268,625.00	5,355.00	10,710.00	257,915.00	96.01 %
890-825-67016	Promotion Expense	185,000.00	163,000.00	2,917.00	5,834.00	157,166.00	96.42 %
890-825-67019	Legal Expense	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00 %
890-825-67020	Audit Expense	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
890-825-67031	Public Notices - Advertising	250.00	250.00	0.00	0.00	250.00	100.00 %
890-825-67053	Economic Development Grant Expe	575,000.00	575,000.00	0.00	0.00	575,000.00	100.00 %
890-825-67058	Insurance - Property & Liability	3,500.00	3,500.00	3,500.00	3,500.00	0.00	0.00 %
890-825-67061	Dues, Publications & Licenses	5,925.00	6,075.00	0.00	0.00	6,075.00	100.00 %
890-825-67200	Travel/Training Expense	31,495.00	31,495.00	995.04	995.04	30,499.96	96.84 %
890-825-67790	Interest Expense	167,463.00	167,463.00	0.00	0.00	167,463.00	100.00 %
890-825-71090	Debt-Service Principal	160,000.00	160,000.00	0.00	0.00	160,000.00	100.00 %
Department: 825 - Community Development Corporation Total:		1,797,738.00	1,797,738.00	37,925.31	70,058.59	1,727,679.41	96.10 %
Fund: 890 - Community Development Corporation Total:		1,797,738.00	1,797,738.00	37,925.31	70,058.59	1,727,679.41	96.10 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 11/30/2021

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 900 - Economic Development Corporation							
Department: 826 - Economic Development Corporation							
900-826-63012	Maint. & Repair - Buildings	3,000.00	3,000.00	0.00	150.04	2,849.96	95.00 %
900-826-66010	Electricity	3,500.00	3,500.00	372.31	806.76	2,693.24	76.95 %
900-826-66020	Gas - Natural/Propane	1,050.00	1,050.00	68.75	131.63	918.37	87.46 %
900-826-66040	Telecom	2,000.00	2,000.00	201.97	358.10	1,641.90	82.10 %
900-826-67000	Contract Services	64,200.00	64,200.00	739.86	2,319.32	61,880.68	96.39 %
900-826-67019	Legal Expense	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
900-826-67020	Audit Expense	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
900-826-67058	Insurance - Property & Liability	1,050.00	1,050.00	1,050.00	1,050.00	0.00	0.00 %
Department: 826 - Economic Development Corporation Total:		85,800.00	85,800.00	2,432.89	4,815.85	80,984.15	94.39 %
Fund: 900 - Economic Development Corporation Total:		85,800.00	85,800.00	2,432.89	4,815.85	80,984.15	94.39 %
Report Total:		51,932,739.00	62,938,392.00	4,048,452.77	5,674,620.35	57,263,771.65	90.98 %



AGENDA ITEM:

Strategic Plan Update

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:

Item No. 7.b.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:



Item No. 7.c.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

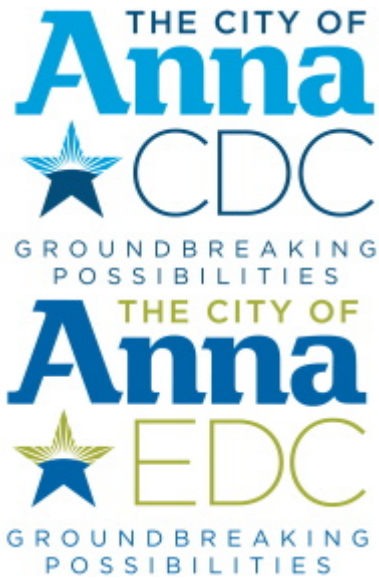
AGENDA ITEM:

ICSC Red River / February Meeting Date

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS:



Item No. 8.

EDC/CDC Agenda
Staff Report

Meeting Date: 1/6/2022
Staff Contact:

AGENDA ITEM:
Closed Session.

- 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); 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 retail and medical projects.

SUMMARY:

STAFF RECOMMENDATION:

ATTACHMENTS: