SACHSE
ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT CORPORATION
July 20, 2023, MEETING MINUTES

The Board of Directors of the Sachse Economic Development Corporation (EDC) convened in a public meeting at 6 p.m. on Thursday, July 20, notice of the meeting having been posted as prescribed at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas, as required by Chapter 551, Local Texas Government Code.

Those present: President Marcia Harris-Daniel, Vice President Scott McMurdie, Board members Teddy Kinzer, Mark Potter, Jim Mason, and Chinelo Nwanze; Economic Development Manager Jerod Potts; Economic Development Coordinator Denise Lewis

Those absent: Richard Chandler

REGULAR MEETING OPENING:

1. Call to Order.

President Harris-Daniel called the meeting to order at 6:03 p.m.

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Mr. Scott McMurdie gave the invocation and led the Board in the pledges.

PUBLIC COMMENT:

Resident, Matthew Holboke, addressed the board about the business of the EDC.

(Mr. Mark Potter entered the meeting at 6:07 p.m.)

CONSENT AGENDA:

Resident, Matthew Holboke, addressed the Board about speaking on the consent agenda.

1. Approve the June 22, 2023, meeting minutes.

2. Accept the Quarterly Investment Report for the quarter ending March 31, 2023.

The Board removed this item from the consent agenda and held a discussion.

Mr. McMurdie requested clarification on the Quarterly Investment Report. Finance Director David Baldwin noted there is no prescribed amount for each investment but the finance department's goal is to invest and seek the highest return. The Public Funds Investment Act requires finance to submit a quarterly report and the City's finance department chooses to have the EDC Board formally accept the report at board meetings.

Mr. McMurdie made a motion to approve item C-2 on the consent agenda. Mr. Kinzer seconded the motion and it carried unanimously.

3. Approve the Consent Agenda items 1 and 3.

Mr. Kinzer made a motion to approve the consent agenda as amended. Mr. McMurdie seconded the motion and it carried unanimously.

REGULAR AGENDA ITEMS:

1. **Receive any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.**

Mr. Potts gave an update on the 5th Street District noting that a pre-construction meeting was recently held for the Alexander St. enhancement project. Staff estimates the construction will take around 180 days, and staff hopes to break ground soon. Mr. Potts noted that staff hopes to receive comments from each restaurant on the developer's agreements soon. Staff is working with the State on a Right-of-Way issue to get property ownership transferred to the City. Mr. Potts mentioned the consultant may have a test version of the EDC website currently being developed sometime in August.

2. **Discuss and consider approval of the proposed local business grant program.**

Mr. Potts went over the proposed framework of the local business grant program and presented a revised list of eligible projects. He noted the program would include the commercial areas along Hwy 78 excluding Woodbridge Corners but including the Oak Grove Plaza shopping center.

The Board discussed adding interior remodeling to the list of eligible projects and providing clarification for what would be allowed in terms of the local business grant program regarding interior remodeling. Mr. Potts mentioned the program would be discussed with the City's legal representation to ensure adherence to State law. Mr. Potts mentioned the program needs to go to City Council for their comments and would then come back to the Board for formal approval. The Board discussed allowing multiple tenants within the same commercial center to apply for the grant or keep it as is with one tenant space eligible for the grant per year per owner. The Board directed staff to restrict eligibility in the local business grant program to one tenant space within a commercial center per owner for now and amend the program later if needed. The Board talked about including the end goal and intention of the program as well as having a future agenda item to discuss how businesses market projects they complete.

3. **Consider the Sachse Economic Development Corporation FY 2023-24 Budget.**

Mr. Potts updated the Board of changes made to the budget and noted there will be action requested on this item at the next Board meeting. The Board asked if there is flexibility in the budget for line items that are not currently included. Mr. Potts mentioned that there is flexibility as long as the EDC does not exceed its budget authorization as approved by City Council. The Board asked about looking at revenue reporting to help understand the tax stream and how this impacts incentives.

Resident, Matthew Holboke, addressed the Board about the budget.

Mr. Potts explained the land in the 5th Street District that was recently conveyed by the EDC to the City of Sachse was removed as an asset from the EDC balance sheet. Finance Director, David Baldwin, further explained that the previously stated book value was shown in the EDC fund balance and when the property was transferred to the City the money needed to be shown as an expense in a grant line which is not representative of the market value.

EXECUTIVE SESSION:

Ms. Harris-Daniel adjourned the Board to executive session at 7:53

1. **The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road and for retail or commercial business projects seeking to locate within the City of Sachse.**

2. **Executive Session Pursuant to Texas Government Code §551.087 Economic Development Deliberations: Deliberate the offer of a financial or other incentive relating to the development of Project Fern.**

The Board reconvened to regular session at 8:24.

REGULAR ITEMS / MEETING CLOSING:

1. **Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road, and any amendments and instruments related thereto.**

Mr. McMurdie made a motion to approve the item as presented. Mrs. Nwanze seconded the motion and it carried unanimously.

2. Take any action as a result of Executive Session - deliberate the offer of a financial or other incentive relating to the development of Project Fern.

Mr. Kinzer made a motion to approve the item as presented. Mr. Potter seconded the motion and it carried unanimously.

3. Adjournment.

President Harris-Daniel adjourned the meeting at 8:26 p.m.

APPROVE:

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~~Marcia Harris-Daniel~~, President
SCOTT MCMURDIE

ATTEST:

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Jerod Potts, Economic Development Manager