



MINUTES OF THE REGULAR SCHEDULED MEETING OF THE BOARD OF DIRECTORS
OF THE SACHSE ECONOMIC DEVELOPMENT CORPORATION

July 20, 2017

STATE OF TEXAS

COUNTIES OF DALLAS AND COLLIN

The Board of Directors of the Sachse Economic Development Corporation convened in a public meeting at 6:30 p.m. on Thursday, July 20, 2017, 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. The role of duly constituted members of the Board of Directors was called, which members are as followed, to-wit:

Spencer Hauenstein, Mike VanBuskirk, Jeff Bickerstaff, Marcia Harris-Daniel, Lyndsey Monahan, Karlos McGhee, Niloufer Watkins, Leslyn Blake-ex-officio, Gina Nash-ex-officio

Those Absent: Lyndsey Monahan; Marcia Harris-Daniel

1. Meeting called to order at 6:32 PM by Mr. Hauenstein. Invocation offered by Mr. Bickerstaff and he also led in the Pledges to United States and Texas flags.

2. Consent Agenda

17-3898 Approve the minutes of the Sachse Economic Development Corporation regular meeting of June 15, 2017.

17-3904 Accept the monthly revenue and expenditure for the period ending May 31, 2017 and preliminary Summary Budget Report for June 2017.

Mr. Van Buskirk made motion to accept the Consent Agenda as presented and motion seconded by Mr. Karlos McGhee. Motion was passed unanimously.

3. Regular Agenda Items:

- 17-3899 Consider and take action on report by the SEDC Business Retention and Expansion Committee Chair-Mike VanBuskirk.
- No new business to report.
- 17-3903 Discuss and consider action on a request from Sachse Chamber of Commerce to sponsor their business education program.
- Mr. VanBuskirk recommended assistance to Sachse Chamber monetarily with their quarterly education breakfasts. The Chamber requested \$1,300 for their first Small Business Breakfast.
- Mr. VanBuskirk made a motion to approve funding of the \$1,300 request for support of the Sachse Chamber Small Business Breakfast. Second to motion was made by Mr. Bickerstaff and motion was passed unanimously.
- 17-3900 Discuss and consider a new full-time Economic Development staff support position.
- Ms. Blake asked the Board to consider a full-time professional staff member to be hired immediately upon approval. Ms. Blake's focus needs to be prospecting and recruiting developers and businesses to come to Sachse. The exact budget and job description would be fully defined at the next Board Meeting. Mr. McGhee wants to make sure that we hire a go getter with loyalty to Sachse. Ms. Nash explained that salary and title survey conducted by HR would be based on standard list of comparative cities surveyed by Human Resources to make sure salary is within 5% for other EDC positions in 18 surrounding cities. After much discussion, board action was postponed to next meeting.
- 17-3901 Discuss and consider the preliminary FY 2017-2018 Sachse Economic Development Corporation Annual Budget.
- Ms. Watkins questioned the need to cut professional fees since we will be working on PGBT activation and suggested we instead use the local business grants fund to offset new employee salary since there has been no activity this year on this line item. Mr. Bickerstaff said the City Council had already done a preliminary review of the draft budget and did not voice any objections.

At 7:05 p.m. Mr. Hauenstein made motion to convene to Executive Session.

4. Executive Session:

17-3902 The Economic Development Corporation Board shall convene into Executive Session pursuant to the Texas Government Code, Section 551.074 Personnel: To discuss the annual evaluation of CEO.

Open Meeting reconvened at 8:10 p.m.

Mr. Bickerstaff made motion to increase the Sachse EDC CEO's annual salary to \$100,000 effective the first pay period in August and also clean up any contractual language that is out of date. Motion seconded by Ms. Watkins and motion passed unanimously.

5. Adjournment:

At 8:11 p.m. Mr. Hauenstein adjourned meeting.

A handwritten signature in black ink, appearing to be 'SH', written over a horizontal line.

Spencer Hauenstein, President

A handwritten signature in blue ink, appearing to be 'Leslyn C Blake', written over a horizontal line.

Leslyn Blake, CEO