



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

November 19, 2020

STATE OF TEXAS

COUNTIES OF DALLAS AND COLLIN

The Board of Directors of the Sachse Economic Development Corporation convened via ZOOM meeting at 5:30 p.m. on Thursday, November 19, 2020, 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 follows, to-wit:

Spencer Hauenstein, Tim Shivers, Jeff Bickerstaff-Council Liaison, Marcia Harris-Daniel, Tricia Lindsey, Leslyn Blake-ex-officio, Gina Nash-ex-officio

Absent: Noel Hartley, **Niloufer Watkins (joined for Executive Session only)**

Regular Meeting Opening

- Call to Order
 - President Hauenstein called the meeting to order at 5:36 p.m.
- Invocation and Pledge of Allegiance to the U.S. and Texas Flags.
 - **Councilman/Mr. Jeff Bickerstaff** led the group in Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Consent Agenda

- Approve the minutes of the October 15, 2020 regular meeting.
- Accept the monthly financial reports for the period ending October 31, 2020.

Mr. Shivers made a motion to approve consent agenda items. Ms. Harris-Daniel seconded. Motion was passed by unanimous vote.

Regular Agenda Items

Ms. Blake reviewed each task of the Strategic Plan and proposed the following:

- **Staffing needed to accomplish tasks and how to align the tasks with new staff of one Full time professional and one Part time admin position. Reviewed draft position descriptions with President and VP. Met with Human Resources on November 5, 2020**

for sourcing job descriptions of both positions. Also, Ms. Blake was asked to revise the current CEO job description to align with the new EDC role.

- **SACHSEEDC.COM website.** Working toward having the site ready for Quality Assurance testing before the next Board Meeting. The Board will be involved in the QA testing, which will be in beta format, for 10-14 days prior to the go-live date of January 1, 2021.
- **COVID-19 Action Plan.** Second COVID business survey scheduled for distribution Friday, November 20, 2020. Due to recent second surge, preparing for action of a potential shutdown and decrease in businesses. Survey was revisited and edited with benchmarking status in mind due to recent surge.

Consider and take action on reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects.

Ms. Blake presented a report that covered the following:

- **Community Engagement**
 - Participated in Sachse Chamber's Scavenger Hunt
 - Attended Chamber of Commerce Board meeting and presented update
 - Attended Chamber of Commerce Luncheon
- **Marketing**
 - Sponsoring GISD Foundation's Tinsel and Trivia Event
 - Submitted invoice for GISD \$10K agreement
 - Purchased holiday ad in *Sachse News*
 - Drone footage of 5th St. District construction progress
- **Commercial Development Update**
 - McDonald's remodel- withdrawn by owner
- **Commercial Development**
 - Shops of Woodbridge Commons multi-tenant (7900 Woodbridge Pkwy)
- **New Businesses**
- **Residential Development**
- **Sales Tax - October**

At 6:04 p.m., President Hauenstein convened from regular meeting into Executive Session.

Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

2. Take any action as a result of Executive Session.

E. Regular Meeting Closing

- **Adjournment**

- Meeting was adjourned by President Hauenstein at ? pm.



Spencer Hauenstein, President



Leslyn Blake, CEO