



The City of
SACHSE
Economic Development
Corporation

**Sachse Economic Development Corporation
Meeting Minutes
July 21, 2022**

The Board of Directors of the Sachse Economic Development Corporation (EDC) convened in a public meeting at 6:00 p.m. on Thursday, July 21, 2022, 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 Tim Shivers; Vice-President Marcia Harris-Daniel; Board members Teddy Kinzer, Mark Potter, Scott McMurdie, Richard Chandler, and Jim Mason; Councilmember Michelle Howarth; EDC Executive Director and City Manager Gina Nash; Economic Development Manager Jerod Potts; Director of Finance David Baldwin; and Assistant Director of Finance Ryan Bredehoeft.

Regular Meeting Opening:

1. Call to Order.

Mr. Shivers called the meeting to order at 6:06 p.m.

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

Ms. Harris-Daniel gave the invocation and led the Board in the pledges.

Consent Agenda:

- 1. Approve the minutes of the June 16, 2022, meeting.**
- 2. Accept the monthly revenue and expenditure report for the period ending June 30, 2022.**
- 3. Approve the Consent Agenda as presented.**

Ms. Harris-Daniel made a motion to approval all consent agenda items as presented. Mr. Potter seconded the motion, and it carried unanimously.

Regular Agenda Items:

- 1. Receive and take action on 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.**

The EDC Board spent a few minutes introducing themselves to the two new Board members; Richard Chandler and Jim Mason. Following introductions of the existing Board members, the two new members introduced themselves.

Mr. Potts provided a brief overview about the Red, White, and Blue Blast event highlighting vendor participation and noted that staff is working on pulling an event attendance report using our Placer.ar data. He highlighted some of the recent ribbon cuttings held in the city at Sachse Discount Pharmacy, Cold Stone Creamery, and Pho Station. Mr. Potts then gave a high-level update on the 5th Street District, stating that staff should have a more robust update at the next meeting.

2. Consider the Sachse Economic Development Corporation FY 2022-2023 Budget.

Ms. Nash provided an introduction on how the budget discussion would flow, noting that for some categories, staff would be providing a more detailed description for individual line items.

Ms. Nash mentioned that the City has exceeded EDC sales tax revenue projections over the last several years, noting that there have been healthy increases over time. The Board asked if steps were being taken to get the projected EDC sales tax number closer to actuals, as opposed to there being a gap. Ms. Nash responded that Finance is working on best practices relative to revenue projections. The Board asked if there was a way to view sales tax collection per capita to see how the city's population affects sales tax, as this might tell the Board how people spend their money in the city versus in other places. Mr. Potts explained that staff has access to Community Analyst data that indicates consumer spending patterns. Mr. Shivers asked if per capita information could be used to help the Board set goals with the intention of trying to keep more spending in the community. Staff mentioned that all revenue overages go back into the EDC fund balance.

Mr. Potts walked the Board through an overview of the budget. He indicated that staff has a clearer idea of the budget process now that a year has passed since the reorganization of the EDC. Some of the line items were used differently prior to the reorganization versus how they are being used now. That said, there may be some significant variance across budget years. Mr. Potts mentioned that the addition of a second employee funded from the EDC sales tax effective in FY 2023 will lead to higher wages and salaries, as well as office supplies, and similar items to get the new employee started. Some line items were kept the same as the prior budget year, such as postage. Other items, such as fuel, went down from the previous budget year now that staff has a better feel for what usage will be.

After talking about the FY 2022-2023 budget summary worksheet, staff and the Board discussed the proposed budget detail for specific line items. Staff provided additional information and clarification as necessary.

Mr. Potts presented the allocated overhead line item to the budget, highlighting that this amount for the EDC is reduced significantly compared to the previous FY 2021-2022 budget. Ms. Nash explained what is included in the allocated overhead calculation.

Ms. Nash presented the budget calendar to the Board.

Matthew Holboke, 5511 Oak Ridge Circle, made a few comments from the podium during the meeting in regard to administrative duties resulting from the new staff position within the EDC, tracking expenditures for 5th Street District projects, and the community relations line item.

No action taken at this time.

3. Consider and elect a President and Vice-President of the Economic Development Corporation Board of Directors.

Mr. Shivers noted that he would like to be President of the Board, and he also nominated Ms. Harris-Daniel to be the Vice-President of the EDC.

Mr. Potter made a motion to elect Tim Shivers as President, and Marcia Harris-Daniel as Vice-President of the Economic Development Corporation Board of Directors. Mr. McMurtie seconded the motion, and it carried unanimously.

4. Request for future agenda items.

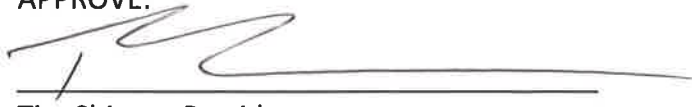
The Board mentioned wanting some intelligence on economic development in surrounding communities.

Regular Meeting Closing:

1. Adjournment

President Shivers adjourned the meeting at 8:40 p.m.

APPROVE:



Tim Shivers, President

ATTEST:



Gina Nash, Executive Director