



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

Wednesday, March 14, 2012  
STATE OF TEXAS§  
COUNTIES OF DALLAS AND COLLIN§

The Board of Directors of the Sachse Economic Development Corporation convened in a public meeting at 7:00pm on Wednesday, March 14, 2012, notice of the meeting having been posted as prescribed at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas as required by Chapter 551, Local Texas Government Code. The roll of the duly constituted members of the Board of Directors was called, which members are as follows, to-wit:

Kenneth Thomas	Eric Dumois	Suzanne Politz
Jared Patterson	Mark Caldwell	Carlos Vigil, Executive Director
Darrell Lensch	Brian Poff	

Call the meeting to order: At 7:02pm Mr. Thomas called the meeting to order.

- 1) Invocation and Pledge of Allegiance to the U.S. and Texas Flags. Mr. Patterson led the group in an invocation. Mr. Poff led the group in the Pledge of Allegiance.
- 2) Regular agenda items:

**12-0745 Consider and take action on minutes of the Sachse Economic Development Corporation meeting for February 8, 2012.**

Mr. Lensch stated a correction to the minutes in the Board Member reports. It should read that “LARC had a flood from a roof drain pipe was not connected properly to the drainage system”. The correction was noted. Mr. Poff made a motion to approve the minutes with the noted revision. Mr. Lensch seconded and the motion carried unanimously.

**12-0746 Reports and presentations by Sachse Economic Development Corporation President, Board Members and Executive Director regarding special events, announcements and activities.**

- a) President – Mr. Thomas reported on Collin County Day in McKinney and invited Board Members to attend; he stated the next meeting dates and the joint meeting with the Chamber of Commerce; he asked Board Members of their interest in attending ICSC in May; he stated Mr. Caldwell was absent due to him being away on spring break with his family and Mr. Dumois was away on a business trip.
- b) Board Members – Mr. Lensch briefly introduced a Veterans to Work program and gave a few details about the program in getting returning veterans into the workforce. He noted that there are big name corporations sponsoring this program.
- c) Executive Director – Mr. Vigil referred to the written report in the packet which summarized activities for the month. He stated that although he had been contacted by elderly housing developers, 4B corporations cannot provide incentives to these developments. He briefly talked about joint efforts of the city, the chamber and SEDC for community branding. He presented the final RCC funds that were transferred to the SEDC. He pointed out that he had received a letter from the Trull Foundation for allocating a triangular tract of land to erect an entry marker for the city. In the written report was a tabulation on the housing starts for Wylie, Lavon, Murphy and Sachse.

**12-0747 Consider and take action on Financial Report – Budget summary (February), and review 2012-2013 budget calendar.**

Mr. Vigil presented the Budget to Actual Summary for February. Mr. Poff asked about revenues which were not listed on the report. Mr. Poff stated he would like to see the YTD revenues on the report in the next report. Mr. Poff made a motion to approve the Budget to Actual Summary. Mrs. Politz seconded and the motion carried unanimously.

Mr. Vigil reviewed the 2012-2013 Budget Calendar and stated that in order to stay ahead of the review process the first time to review the upcoming budget will be at the May 9, 2012 meeting. The budget process continues through September.

**12-00748 A presentation by Shawn Poe, Sachse City Engineer to provide a status summary to the update of the City's Sanitary Sewer Master Plan.**

The Sachse Economic Development Corporation entered into an economic development agreement dated September 22, 2010 to obtain a sanitary sewer study for the undeveloped land located adjacent to the President George Bush Turnpike (PGBT). The PGBT sanitary sewer study would be included in the update to the City's Sanitary Sewer Master Plan

Mr. Poe review the status of the City's Sanitary Sewer Master Plan particularly as it pertains to the TIF District along the PGBT. He highlighted areas on a map that need the infrastructure, and preliminary cost for improvements. There was a short question and answer period. There was no action on this item.

**12-0749 A presentation by Don Herzog on Woodbridge Village (update only).**

Woodbridge Village has been set aside for commercial/retail/restaurant development. With the future construction of the rail crossing, some modifications have been made to Woodbridge Village.

Mr. Herzog presented the site concept. He stated that this development could get started as soon as there were at least three signed contracts for purchase. He also stated the importance of having an incentive policy to present to retailers/restaurants for this development and that a package could be developed to entice the retailers to locate in Sachse.

**12-0750 Consider and take action regarding a request by Leisure and Recreation Concepts (LARC) for an extension of time on an Agreement for Professional Services for a feasibility study and master plan for a multi-event complex.**

The original proposal between Leisure and Recreation Concepts (LARC) and the Sachse Economic Development Corporation indicated 120-working day period started on August 29, 2011. The study should have been completed by February 22, 2012. LARC is requesting (at no increase in cost to the Sachse Economic Development Corporation), an additional 60-75 days to finalize and present the final report.

**12-0752 Convene Executive Session pursuant to the provisions of Texas Government Code Section 551.087: Deliberation regarding economic development negotiations.**

1. To discuss or deliberate the extension of time on an Agreement for Professional Services to Leisure and Recreation Concepts for a feasibility study and master plan for a multi-event complex.

At 8:04 pm Mr. Lensch made a motion to convene executive session. Mr. Poff seconded and the motion carried unanimously.

**12-0753 Convene Open Session and consider any action necessary as a result of Executive Session.**

At 8:48 pm Mr. Patterson made a motion to Convene Open Session. Mr. Poff seconded and the motion carried unanimously.

Mr. Lensch made a motion to accept extending the request for the extension of time on an Agreement for Professional Services to Leisure and Recreation Concepts for 75 days. Mrs. Politz seconded and the motion carried unanimously.

**12-0754 Consider and take action on Sign Grant Guidelines.**

A short discussion was held by the Board on revisions to the sign grant guidelines so that they are more specific to the intent of the grant. It was in agreement that all sign grants cannot be funded and that only those that are required to go from a pole sign to a monument sign are the grants that the SEDC Board will consider.

Mr. Lensch made a motion to change the wording in the guidelines by adding “finish out” and removing “signage”. Mr. Patterson seconded and the motion carried unanimously.

**12-0755 Consider and take action regarding Sachse Economic Development Implementation Action Items.**

Mr. Poff stated he was the champion of Action Item 4 – to develop incentive policies. He mentioned that he and Carlos had been meeting for three weeks to present the outline of a policy to the Board. There was a lengthy discussion on how to develop a policy, which parameters to use, the need of a policy and the timing. Mr. Poff stressed the importance of developing an incentive policy was for a franchise restaurant that is asking about incentives in order to locate in Sachse. Mr. Terry Haines asked to come before the members and give some suggestions. He stated that a matrix based on square footage, employees, annual sales and other parameters will assist in categorizing the restaurants that will qualify for certain types of incentives.

The Board asked Mr. Vigil to work with Brian and develop a matrix for review by the Board. They asked to have something ready in two weeks for their review. There was no action on this item.

**12-0756 Future agenda items.**

- a) LARC update and schedules.
- b) Incentive Policy Matrix
- c) ICSC

At 9:55 pm Mr. Poff made a motion to adjourn. Mr. Lensch seconded and the motion carried unanimously.

APPROVED:

ATTEST:

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Kenneth Thomas, President  
Sachse Economic Development Corporation

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Carlos D. Vigil, Executive Director