



AGENDA
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
TUESDAY, MARCH 31, 2020
6:00 PM

The meeting will be held via videoconference using WEBEX.

If you wish to view-only, the meeting will be streamed “live” on our web-site at the normal location: <https://www.cowtx.org/1403/Agendas-and-Minutes>

If you wish to comment during the meeting, you may do so by registering using the form located at: <https://www.cowtx.org/comments>. You will have the option to join the virtual meeting and comment “live” at the appropriate time using a computer, Android device, iOS device and/or a phone. Or, you can provide your comments at the time of registration and they will be read into the record for you.

The screenshot shows the Watauga Economic Development Corporation website. At the top, there is an "EMERGENCY ALERT" banner and a "COVID-19 Emergency Update Information" link. Below the banner is a navigation menu with links to "Comprehensive Plan Update", "Conducting Elections", "Welcome Info", "Transparency", "Forms", "Mobile Apps", "On-line Payment Center", "Public Works Construction Updates", "Rufe Snow Improvement Project", "Strategic Planning", "Street Sweeper Schedule", "West Nile Virus", and "Disclaimers". The main content area is titled "Form Center" and includes a search bar for "Search Forms:" with a "Select a Category" dropdown and a search icon. Below the search bar is a yellow box with text about signing in or creating an account. The main heading is "WEDC March 31, 2020 Registration" with a "Sign in to Save Progress" button. The text below explains that members of the public are invited to attend all public meetings that are not closed to the public in accordance with the Texas Open Meetings Act. It also states that public input is encouraged during Public Testimony, Public Hearings or Action sections of a meeting agenda. As authorized by the Executive Orders issued by the Texas Governor, the City and WEDC are making special provisions to allow the public to comment at this meeting. The meeting will be hosted using WEBEX. "Live" participation is limited. A person desiring to comment "live," during the meeting must register in advance using this form. Once registered, citizens will be provided with the meeting link information on a first come, first served basis until all slots have been filled. Below this text, there are two input fields for "First Name*" and "Last Name*".

“Live” meeting space is limited and will be provided on a first come, first served basis. If you select the “live” meeting option, the WEBEX meeting details will be emailed to you at the e-mail address you provide during registration. You will be responsible for ensuring that you are available in the WEBEX meeting at the time public testimony is requested and that you have a microphone or have called in via telephone so that your comments can be heard.

A copy of the agenda packet for this meeting may be obtained here:

<https://www.cowtx.org/1403/Agendas-and-Minutes>. A recording of this meeting will be made available on-line at the city's website as soon as practicable after the meeting.

CALL TO ORDER

ROLL CALL

PUBLIC TESTIMONY Members of the public are invited and encouraged to attend all public meetings of the Watauga Economic Development Corporation Board that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Board that citizens actively participate in the City's governance system and processes. Public input to the WEDC Board is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. As authorized by the Executive Orders issued by the Texas Governor; the City and WEDC are making special provisions to allow the public to comment at this meeting. ANYONE WHO DESIRES TO MAKE A COMMENT, AT THIS MEETING, WHETHER IT PERTAINS TO ANY ITEM ON THIS AGENDA, IT IS INTENDED TO BE MADE DURING ANY PUBLIC HEARING CONDUCTED AT THIS MEETING, OR OTHERWISE, MUST EITHER SEND THEIR COMMENT IN WRITING TO "comments@cowtx.org" NO LATER THAN one (1) hour prior to the meeting or ATTEND THE MEETING USING THE INFORMATION PROVIDED ABOVE AND SPEAK WHEN CALLED UPON. All written comments must comply with applicable decorum rules for comments made during a public meeting of the Watauga Economic Development Corporation Board to be read into the record. Up to three minutes shall be allotted for each written or oral comment to be read/spoken into the record of the meeting. All timely written comments will be read into the record of the meeting at the appropriate time during the meeting.

While reasonable efforts will be taken to gather comments received within the hour prior to the meeting or received during the meeting, all such comments are considered untimely and may not be recognized and read during the meeting. The City is further not responsible for internet connection speeds or any other technologic interference which may occur which impairs any member of the public from attending or participating in this meeting.

PRESENTATIONS

1. Presentation and update to the WEDC Board from Retail Coach on consultant activities from January 2020 to March 2020 to include new business recruitment and the impacts of the COVID-19 Pandemic on economic development activity

REPORTS FROM STAFF

1. Monthly Financial Report for the period ending January 31, 2020
Sandra Gibson, CGFO, CGFM, Director of Finance

APPROVAL OF MINUTES

1. Consider and take action to approve the minutes of the Regular Meeting of February 18, 2020
2. Consider and take action to approve the minutes for the Special Meeting of February 25, 2020

PUBLIC HEARING

1. Conduct a public hearing on a business retention project adding digital poster signs as infrastructure in Capp Smith Park

NEW BUSINESS

1. Discuss and consider action to approve a business retention project to add Digital Poster Signage infrastructure at Capp Smith Park
2. Discuss and consider action to authorize the City Manager to execute a Buy Board contract with the Playground, Shade and Surfacing Depot, LLC for completion of the Capp Smith Park Bench project
3. Discuss and consider action to amend the WEDC Bylaws and recommend approval of Amended Bylaws to the Watauga City Council
4. Consider action to accept the Comprehensive Annual Audit Report for the period ending September 30, 2019
5. Discuss and consider action on the site plan for the Watauga Road Property considered for restaurant incubator location

ADJOURNMENT

Meeting Notices and Reservation of Rights

The Watauga Economic Development Corporation Board of Directors may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the to address a subject matter on the agenda. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Andrea Gardner, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, March 27, 2020, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Andrea Gardner, City Secretary

