MINUTES
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING BY VIDEOCONFERENCE
TUESDAY, JANUARY 19, 2021
6:00 PM

CALL TO ORDER

President Miner called the meeting to order at 6:07 p.m.

ROLL CALL

Place 1, Arthur L. Miner, President
Place 2, Amirali Fazalbhai, Secretary
Place 3, Jan Hill, Director
Place 4, Vacant
Place 5, Mike Alexander, Director
Place 6, Cheneya Cruze, Vice-President
Place 7, Lissa Sieja, Director

City Staff Present:

Andrea Gardner, Executive Director
Sandra Gibson, Finance Director
Caroline Kelley, Board Attorney
Lovie Downey, Council Liaison

PUBLIC COMMENT

No public comment was provided or submitted.

PUBLIC TESTIMONY FOR ACTION ITEMS

No public testimony was provided or submitted.

REPORTS FROM STAFF

1. **Executive Director's Monthly Report on economic development projects and programs to include the Splash Pad project, the Branding Signs project, the Digital Poster Sign project, Business Registration Program and Business Retention program(s)**

   Ms. Gardner provided a report for the Board to include updates on the Splash Pad project, Branding Signs project, Digital Poster Sign project, and the Business Registration program and Business Retention programs.

2. **The WEDC Financial Report for month ending November 30, 2020**

   Ms. Gibson provided the financial report to the Board. Comments included that the WEDC saw increases in sales tax for online sales and restaurants. The sales tax revenue recorded was above last year's collections and above that projected in the adopted budget.

APPROVAL OF MINUTES

1. Discuss and consider action to approve the meeting minutes for the WEDC Board meeting held December 15, 2020 and the WEDC Board Special Meeting held January 4, 2021.

Secretary Fazalbhai made a motion to approve the minutes as presented. Director Hill seconded the motion. Hearing no discussion, President Miner called for the Board to vote by a show of right hand. Motion carried 5-0-0.

Ayes: Hill, Alexander, Fazalbhai, Cruze and Sieja
Nays: None
Absent: None

NEW BUSINESS

1. Discuss and consider action on a resolution to approve the incubator operations policy

Ms. Gardner provided the staff report to the Board. Hearing no questions, President Miner called for a motion.

Director Hill made a motion to approve the incubator operations policy as presented. Director Alexander seconded the motion. Hearing no discussion, President Miner called for a vote by show of right hand. Motion carried 5-0-0.

Ayes: Hill, Alexander, Fazalbhai, Cruze and Sieja
Nays: None
Absent: None

2. Discuss and consider action on a resolution approving a line item transfer in accordance with Section 4.04 of the July 2020 approved WEDC Bylaws

Ms. Gibson provided the staff report to the Board. Hearing no questions, President Miner called for a motion.

Vice-President Cruze made a motion to approve the item as presented. Secretary Fazalbhai seconded the motion. Hearing no discussion, President Miner called for a vote by show of right hand. Motion carried 5-0-0.

Ayes: Hill, Alexander, Fazalbhai, Cruze and Sieja
Nays: None
Absent: None

3. Discuss and consider action on a Business Anniversary Policy

Ms. Gardner provided the staff report to the Board. President Miner stated the policy is working well. Hearing no further discussion, President Miner called for a motion.

Director Hill made a motion to approve the item as presented. Vice-President Cruze seconded the motion. Hearing no discussion, President Miner called for a vote by a show of right hand. Motion carried 5-0-0.

Ayes: Hill, Alexander, Fazalbhai, Cruze and Sieja
Nays: None
Absent: None

4. Discuss and provide direction on scheduling an annual retreat for the WEDC Board

Ms. Gardner invited the Board to schedule and participate in an annual retreat to update and set strategic goals for the Corporation and requested to hear preference of date from Board Members. President Miner requested direction from each member of the Board with the following responses:

- Secretary Fazalbhai prefers any date in April
- President Miner indicated no preference, available any date
- Director Hill indicated no preference, available any date
- Vice-President Cruze prefers any weekend in April
- Director Sieja prefers any weekend in April
- Director Alexander prefers any date in April

5. Discuss and consider action on a policy to establish a process for budget reallocations

Ms. Gardner provided the staff report to the Board. Hearing no discussion, President Miner called for a motion.

Director Hill made a motion to approve the item as presented. Secretary Fazalbhai seconded the motion. Hearing no discussion, President Miner called for a vote by show of right hand. Motion carried 5-0-0.

Ayes: Hill, Alexander, Fazalbhai, Cruze and Sieja
Nays: None
Absent: None

President Miner recessed the regular meeting at 6:34 p.m. to enter Executive Session under Texas Local Government Code Sections 551.071 and 551.087.

EXECUTIVE SESSION

1. Deliberate upon and consult with the Board Attorney on economic development negotiations regarding the property located at 6200 Watauga Rd, pursuant to Sections 551.071 and 551.087 of the Texas Local Government Code

President Miner reconvened into regular session at 6:57 p.m. For the record, Director Sieja did not return from the Executive Session to regular session.

ADJOURNMENT

President Miner adjourned the meeting at 6:58 p.m.

APPROVED: this feb day of 25 , 2021

SIGNED: this feb day of 26 , 2021

APPROVED:
Arthur L. Miner /s/
Arthur L. Miner, President

ATTEST Amirali (A.J) Fazalbhai /s/
Amirali (A.J.) Fazalbhai, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office