

MEETING MINUTES

NOTICE OF A WORKSHOP AND MEETING OF THE BOARD OF DIRECTORS OF
THE WHITEWRIGHT ECONOMIC DEVELOPMENT CORPORATION
HELD AT THE WEDC/CHAMBER OFFICE – 113 W. GRAND,
ON MONDAY, AUGUST 24, 2020 COMMENCING AT 5:30 P.M.

1. **ATTENDENCE /NOTICE OF MEETING:**
 - 1.1. **Members:** Kelly Selman, Gwyn Jordan, Mark Kline, Justin Minzenmayer
 - 1.2. **Absent:** Amy Shaw
 - 1.3. **Guests:** Sara Beth Owen, Whitewright Newspaper; Bill Stapleton, T&R Roofing; Hillary Leutwyler, Realtor; Mayor Jaime Lawrence
 - 1.4. **Staff:** Olivia Hutchison, Administrative Assistant
 - 1.5. **Notice of Meeting:** To be received and accepted as posted and distributed
 - 1.6. **Called to Order:** At 6:00 PM Kelly Selman, President called meeting to order.

2. **Action Item 4.1:** (Allowed to present out of order due to time restraint for Mr. Stapleton)
 - 4.1 **Discuss and Take Action on Awning Repair by T&R Roofing.** Motion: Justin Minzenmayer. Seconded: Mark Kline. Bill Stapleton, T&R Roofing presented scope of work. Cost estimate \$3,975. Roof top leak at rear of building was also readdressed from previous quote. Cost estimate \$550. Motioned carried 4-0.

3. **CITIZEN INPUT:**
 - 3.1. Hillary Leutwyler, independent real estate agent, presented information regarding property located at 811 State Highway 160, Whitewright, Texas, previously Dollar General. Owner will consider some build-to-suit. Discussions have been made with Ace Hardware, a day-care business and antique mall with no results. Asking price \$800,000 for real estate and building. Taxes on property \$15,000 which is high for some business making it difficult to lease. Ms. Leutwyler left real estate flyers with property information.


4. **Workshop:**
 - 4.2 **Discuss and Plan 2020-2021 Budget.** Kelly suggested we go with the proposed city budgeted amount of \$90,000. Total Income Budget will be reduced slightly from \$99,593 due to loss of rental income and deposit account interest. Expenses Budget proposed will increase slightly due to added utilities and maintenance for both 111 and 113 W. Grand. Expense line item will be added for website software and maintenance. Under Special Projects a line item will be added for Marketing to cover consultations related to the website layout and utilization. The city website needs to be utilized more as a tool informational tool to assist with economic development. Salary line item noted to be split 50/50 with CDC. Remaining expenses to remain as proposed. Income estimated at \$99,093. Expenses estimated at \$34,960. Surplus amount estimated at \$64,133.02.

5. **Action Items:**
 - 5.1. Approve recommendation of 2020-2021 Budget to be presented to council. Kelley recommended budget be sent to City Council for approval. No action taken.

6. **Informational Reports:** (These reports are for information only. No discussion is appropriate unless there is a specific item listed below or there is a request that the item be placed on a subsequent agenda as a discussion and action item. Sec. 551.0415 of Open Meetings Act):
 - 6.1. Board Members Concerns: None

7. **Adjourn:** Meeting adjourn at 6:55 PM by Kelly Selman. Motion: Gwyn Jordan. Seconded: Justin Minzenmayer. Motioned carried 4-0


Kelly Selman - President


Olivia F. Hutchison, Executive Assistant