

Notice of Joint Special Meeting Agenda Economic Development Corporation - Type A and Community Development Corporation - Type B



City Hall, Conference Room
128 North Dallas Avenue, Wilmer, Texas 75172

Tuesday, December 17, 2019 at 6:15 p.m.

6:00 P.M. DINNER:

(There may or may not be a quorum of Board members present for dinner. No City business will be transacted.)

6:15 P.M. JOINT SPECIAL MEETING:

CALL TO ORDER

CONSENT:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Board Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Economic Development Corporation, Type A Meeting held on November 5, 2019 (Type A).
2. Consider approval of minutes from the Community Development Corporation, Type B Meeting held on October 15, 2019 (Type B).

ACTION:

3. Discuss and consider an additional \$35,000 expenditure for the IH-45 Waterline Project (Type B).
4. Discuss and consider joining the Texas Economic Development Corporation (Type B).
5. Discuss and consider by Minute Entry approval of the November 2019 Financial Statements for
 - a. November 2019 Profit and Loss Budget versus Actual Report each board (Type A and Type B) and
 - b. Balance Sheet for November 30, 2019 for each board (Type A and Type B).
6. Discuss and consider EDC Staff attendance at 2020 ICSC Red River States Conference and Deal Making (Type A and Type B).
7. Discuss and consider a professional service agreement by and between Economic Development Corporation, Type A and Rita Cook, and Community Development Corporation, Type B and Rita Cook for Fiscal Year 2019-2020.
8. Discuss and consider on Board meeting schedule for Calendar Year 2020, including date and/or time of meetings (Type A and Type B).

9. Discuss and consider a sponsorship of Wilmer on Ice (Type A and Type B).
10. Discuss and consider action by Minute Entry on Executive Director's Report (Type A and Type B).

ADJOURNMENT

EXECUTIVE SESSION: The City's Boards and Commissions reserve the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: Meetings of the City are held in municipal facilities are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-441-6373, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

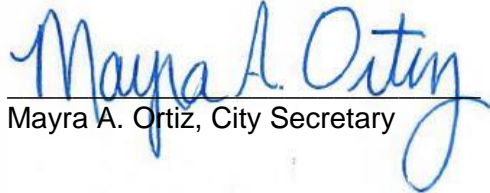
CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

CERTIFICATE

I hereby certify the above Notice of Meeting was posted at the Wilmer City Hall on December 14, 2019 @ 2:30 p.m. and copies thereof were provided to the Economic Development Corporation, Type A and Community Development Corporation, Type B, board members.



Mayra A. Ortiz, City Secretary

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

CONSENT AGENDA
ITEMS

1-2

1 Consider approval of minutes from the Economic Development Corporation, Type A Meeting held on November 5, 2019 (Type A).

2. Consider approval of minutes from the Community Development Corporation, Type B Meeting held on October 15, 2019 (Type B).

Background

1. Consider approval of minutes from the Economic Development Corporation, Type A Meeting held on November 5, 2019 (Type A).
2. Consider approval of minutes from the Community Development Corporation, Type B Meeting held on October 15, 2019 (Type B).

Attachments



ACTION MINUTES
COMMUNITY DEVELOPMENT CORPORATION - TYPE B BOARD REGULAR MEETING
Tuesday, October 15, 2019 at 6:00 pm

1. **CALL TO ORDER** - At 6:26 pm, Wilmer CDC Type B Board Vice-President Sheila Petta called the meeting to order on October 15, 2019 in the Wilmer City Hall Conference Room located at 128 N. Dallas Ave in Wilmer, Texas 75172.
2. **WCDC Type B Board Members in attendance:** S. Petta, L. Reese, R. Henry, and J. Orr.
Board Members Absent: V. Pena, C. Madrigal
Others in Attendance: Interim City Administrator John Hubbard.
3. **INVOCATION** - led by WCDC Type B Board Member L. Reese.
4. **PLEDGE OF ALLEGIANCE** - The WCDC and Board Members led the Pledge of Allegiance.
5. **COMMUNITY INTEREST** -

ACTION ITEMS:

6. CONSIDER AND ACT REGARDING JUNE 2019 FINANCIAL STATEMENTS

- a) **August 2019 Profit and Loss Budget vs. Actual Report for Wilmer CDC**
- b) **Balance Sheet for August 30, 2019 for Wilmer CDC**

Motion: WCDC Type B Board Member L. Reese made the motion to approve the August 2019 financial statements.

Second: WCDC Type B Board Member J. Orr

Ayes: 4 Nays: 0 Motion carried unanimously

7. Discuss and consider a professional service agreement by and between Community Development Corporation, Type B and John Hubbard for Fiscal Year 2019-2020.

Motion: WCDC Type B Board Member J. Orr made the motion to approve a professional service agreement by and between Community Development Corporations, Type B and John Hubbard for Fiscal Year 2019-2020.

Second: WCDC Type B Board Member L. Reese

Ayes: 4 Nays: 0 Motion carried unanimously

8. Discuss and consider amending the Fiscal Year 2019 – 2020 Budget

9. **Motion:** WCDC Type B Board Member L. Reese made the motion to amend the Fiscal Year 2019 – 2020 Budget

Second: WCDC Type B Board R. Henry

Ayes: 4 Nays: 0 Motion carried unanimously

10. DISCUSS AND CONSIDER THE EXECUTIVE DIRECTOR'S REPORT.

Motion: WCDC Type B Board Member R. Henry made the motion to approve ED report.

Second: WCDC Type B Board L. Reese

Ayes: 4 **Nays: 0** Motion carried unanimously

With no board members dissenting, the meeting adjourned at 7:42 pm.

APPROVED:

Shelia Petta, WCDC President

ATTEST:

John Hubbard, EDC/CDC Consultant

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

3

**Discuss and consider an additional \$35,000 expenditure for the IH-45
Waterline Project (Type B).**

Background

The Wilmer Economic Development Corporation has previously agreed to commit \$825,000 funding to the Wilmer I-45 Waterline. The Wilmer Community Development Corporation has agreed to a matching \$825,000 of funding. This project would effectively loop the currently close-ended water system running from the northeast side of I-45 to the southwest side of I-45. Wilmer's current water system, as well as future development, will benefit from this looped system.

The bidding process has been completed by Pacheco Koch. The lowest bid came in at \$1,911,000. This leaves a shortfall of \$261,000. The engineering staff at Pacheco Koch has spoken with the bidder and has sked for some changes which would result in a savings of \$87,000, leaving the shortfall at \$174,000. Staff has developed a plan to make up the remaining delta:

City of Wilmer to fund \$105,000

Wilmer Economic Development Corporation to fund \$35,000

Wilmer Community Development Corporation to fund \$35,000

The Type A Board approve the expenditure at their November Regular Meeting. Funding is available from \$300,000, "Other Infrastructure" line item in the FY2019-20 Budget.

Attachments:

None

Recommended Motion(s)

"Motion to APPROVE additional \$35,000 expenditure for the IH-45 Waterline Project".

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

4

Discuss and consider joining the Texas Economic Development Corporation (Type B).

Background

Texas Economic Development Corporation (TxEDC) is a statutorily created non-profit, non-partisan, tax-exempt 501(c)(3) corporation. TxEDC is on the front lines of Texas' economic development and marketing success. Along with the Governor's Office of Economic Development and Tourism (EDT), these two highly focused organizations make up the cornerstone of Governor Greg Abbott's economic development agenda to build a stronger Texas. TxEDC is made possible through the strong support of our state's top economic development organizations, innovative companies and privately held enterprises.

Staff Recommendation

Recommend membership at the Pioneer (\$3,000) level. Funding is available in the marketing budget Type A EDC has approved funding for 50% of this membership.

Recommended Motion(s)

"Motion to Join Texas Economic Development Corporation at the Pioneer level at a cost of \$1,500".

Attachments

TxEDC Flyer

Texas Economic Development Corporation (TxEDC) is on the front lines of Texas' economic development and marketing success. Along with the Governor's Office of Economic Development and Tourism (EDT), these two highly focused organizations make up the cornerstone of Governor Greg Abbott's economic development agenda to build a stronger Texas. TxEDC is made possible through the strong support of our state's top economic development organizations, innovative companies and privately-held enterprises.

#1 **BEST STATE FOR BUSINESS | CNBC**
GOVERNOR'S CUP WINNER | SITE SELECTION
IN EXPORTS FOR THE 17TH CONSECUTIVE YEAR
FOR JOB CREATION | IBM
FOR FDI | BUSINESS FACILITIES
FOR TALENT ATTRACTION | FORBES

TxEDC is a statutorily created non-profit, non-partisan, tax-exempt 501(c)(3) corporation. Contributions, which may be made over a multi-year period, are deductible as a charitable contribution.

★ **GOVERNOR APPOINTED** ★
BOARD OF DIRECTORS

CHAIRMAN

Drayton McLane

Chairman
McLane Group

VICE CHAIRMAN

Vicki Hollub

President & CEO
Occidental Petroleum

Pat Hickman

Chairman & CEO
Happy State Bank

Abid Neemuchwala

CEO & Executive Director
Wipro

Woody Hunt

Senior Chairman
Hunt Companies

Scott Prochazka

President & CEO
CenterPoint Energy

Jim Lentz

CEO
Toyota Motor N.A.

Bryan Sheffield

Executive Chairman &
Founder Parsley Energy

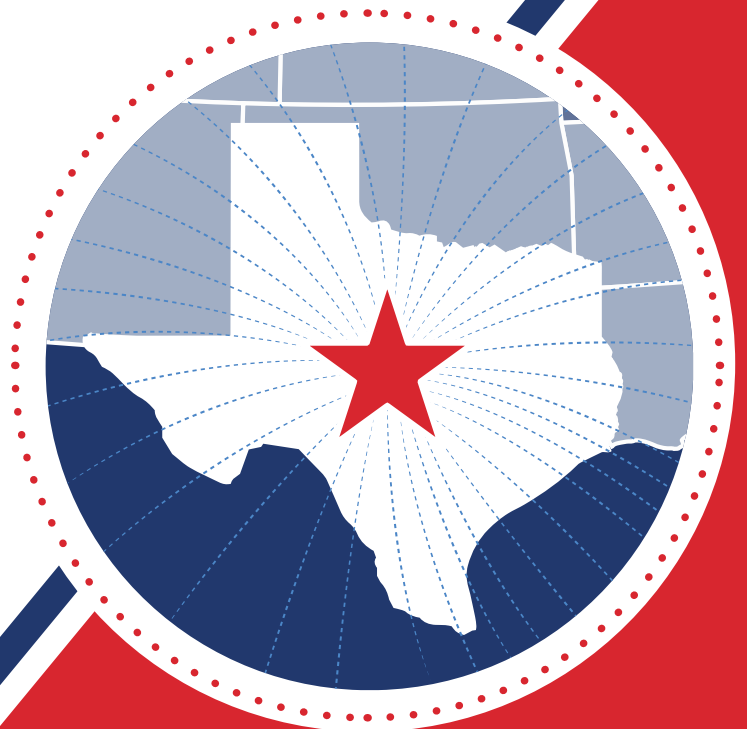
EX-OFFICIO MEMBERS

Robert Allen

President & CEO
Texas Economic
Development
Corporation

Bryan Daniel

Executive Director
Economic Development
& Tourism Division (EDT)
Office of the Governor





**“When business succeeds,
Texas succeeds.”**

Greg Abbott
Governor of Texas

AREAS OF STRATEGIC FOCUS

1 STATEWIDE BUSINESS NETWORK

TxEDC is working to recruit, connect and elevate an intrastate network of business leaders who drive economic development in the state. Together, this powerful group helps to identify successes and challenges facing Texas now and into the future and to gather economic intelligence and leads for Texas.

2 MARKET TEXAS GLOBALLY & ACROSS THE U.S.

Through a robust program of national and international investment attraction missions, industry events, media relations, digital marketing and advertising, TxEDC spreads the word of Texas’ business advantages among a target audience of corporate decision makers and site selection consultants to let them know they can **Go Big In Texas.**

3 NATIONAL & INTERNATIONAL TRADE VISITS

TxEDC executes strategic trade visits domestically and globally to engage directly with decision-makers interested in expansion and/or relocation to Texas. Our program of trade visits in 2019 includes key U.S. and global markets.

- Q1:** Mission to California (San Francisco, CA)
- Q1:** SXSW Interactive (Austin, TX)
- Q1:** Site Selectors Guild Annual Conference (Salt Lake City, UT)
- Q2:** BIO International Convention (Philadelphia, PA)
- Q2:** SelectUSA with Team Texas (Washington, D.C.)
- Q3:** Investment Mission to Asia
- Q3:** U.S. Mission #2
- Q3:** FabTech with Team Texas (Chicago, IL)

4 PROMOTE ECONOMIC GROWTH IN TEXAS

Beyond marketing Texas to an external target audience, TxEDC is committed to elevating and promoting the economic growth of existing business and regions throughout Texas, in part by providing communities with engagement strategies to maximize economic development success.



FOR MORE INFORMATION CONTACT:
Christin Evans
Texas Economic Development Corporation
christin@businessintexas.com | 512.981.6736

GOBIGINTEXAS.COM

@GOBIGINTEXAS /GOBIGINTEXAS

ECONOMIC SUCCESS IN TEXAS

JOBS & INVESTMENT

AWARENESS



METRICS

Awareness

2019 TARGET
10 MILLION

Digital Impressions

2019 TARGET
2.5 MILLION

Earned Media

Engagement

2019 TARGET
1,000

Site Selector/Consultant
Engagement

2019 TARGET
1,000

Business Engagement

WHY?

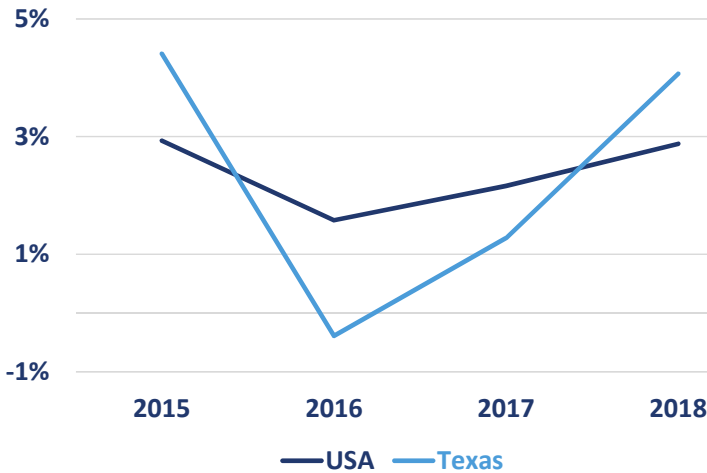
Texas Economic Development Corporation aims to move Texas from the **10th largest economy** in the world to the **9th largest economy** in the world by 2020.



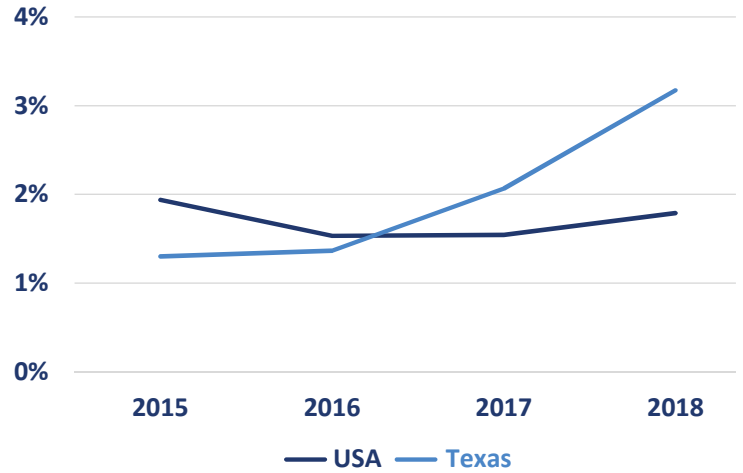
TEXAS-U.S.A. ECONOMIC INDICATORS



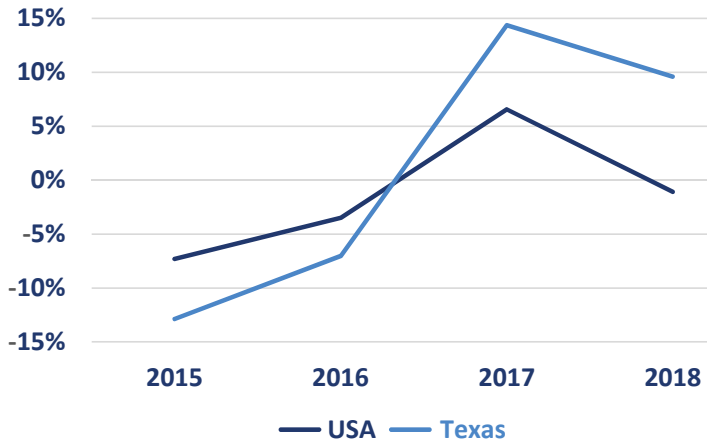
Real GDP (Annual Change)



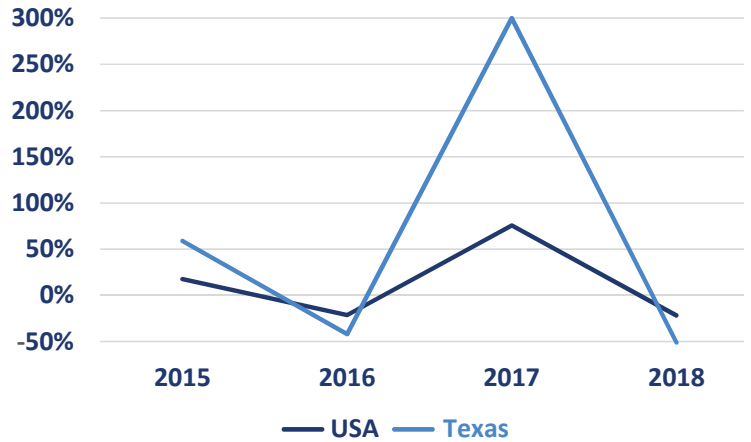
Employment (Annual Change)



Exports (Annual Change)



FDI Capex (Annual Change)



10TH LARGEST ECONOMY
IF TEXAS WERE A NATION

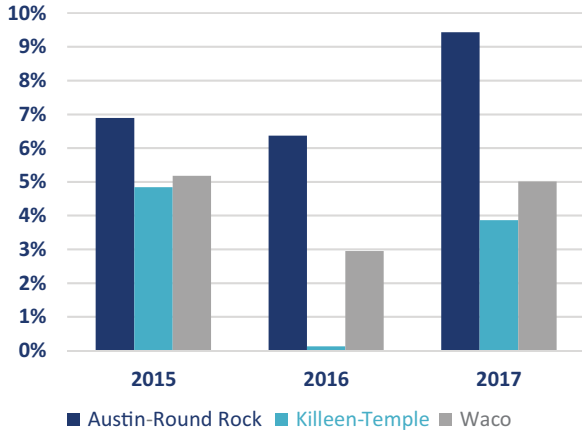
As a whole, the Texas economy has continued to outperform the U.S., with impressive growth in GDP, employment, foreign investment and exports compared to the average across the country.



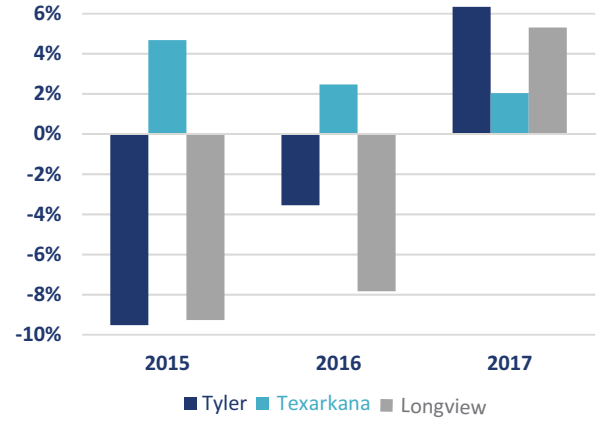
TEXAS-U.S.A. ECONOMIC INDICATORS

TEXAS Economic
Development
Corporation

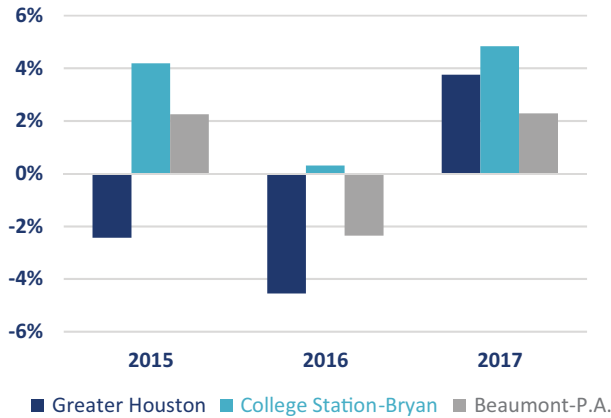
Central Texas - Real GDP



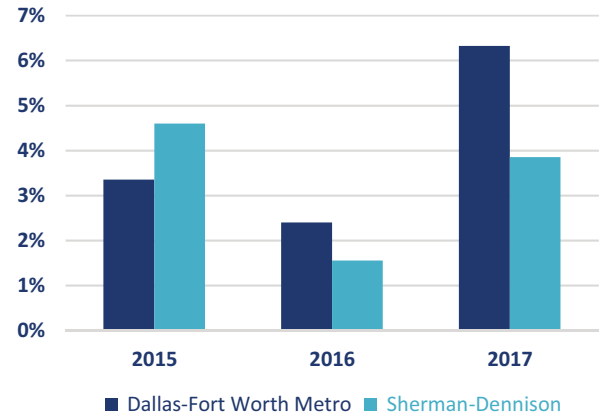
East Texas - Real GDP



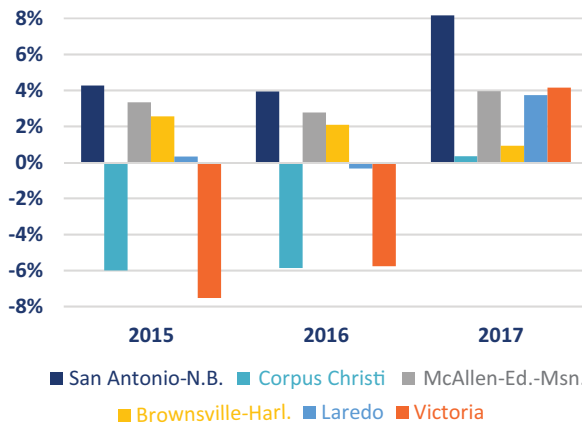
Gulf Coast Texas - Real GDP



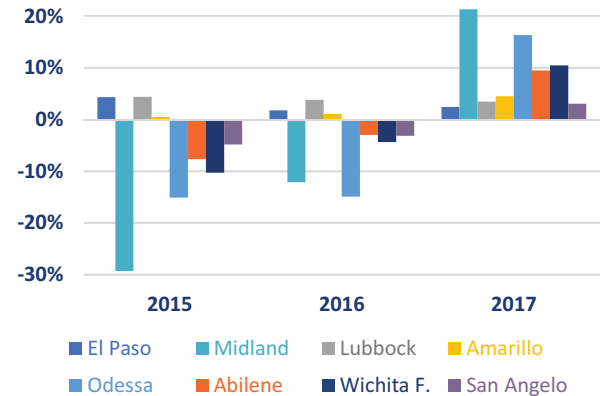
North Texas - Real GDP



South Texas- Real GDP



West Texas - Real GDP



ECONOMIC DEVELOPMENT INVESTOR BENEFITS

EXECUTIVE \$50,000

- Four invited guests to TxEDC investor events
- Subscription to newsletter with timely economic development news
- Logo displayed & linked from TxEDC website for exposure
- Social media branding opportunities
- Sponsorship branding opportunities in various annual offerings
- Subscription to LocationAdvisors.net, a database of 400+ site selectors
- Invitation to attend annual SXSW & holiday event
- Print & online ad placement in Texas Economic Development Guide
- Waived participation fee to all TxEDC domestic missions for one representative*
- Waived participation fee to all TxEDC special events for one representative
- Discounted participation fee for international missions*

- Three invited guests to TxEDC investor events
- Subscription to newsletter with timely economic development news
- Logo displayed & linked from TxEDC website for exposure
- Social media branding opportunities
- Sponsorship branding opportunities in various annual offerings
- Subscription to LocationAdvisors.net, a database of 400+ site selectors
- Invitation to attend annual SXSW & holiday event
- Waived participation fee to all TxEDC domestic missions for one representative*
- Waived participation fee to all TxEDC special events for one representative
- Opportunity to participate in all international missions*

DEVELOPER \$25,000

ENTREPRENEUR \$10,000

- Two invited guests to TxEDC investor events
- Subscription to newsletter with timely economic development news
- Organization name listed on TxEDC website for exposure
- Social media branding opportunities
- Sponsorship branding opportunities in various annual offerings
- Subscription to LocationAdvisors.net, a database of 400+ site selectors
- Invitation to attend annual SXSW & holiday event
- Discounted participation fee for all TxEDC domestic missions for one representative*
- Opportunity to participate in all international missions*

- One invited guest to TxEDC investor events
- Subscription to newsletter with timely economic development news
- Organization name listed on TxEDC website for exposure
- Social media branding opportunities
- Sponsorship branding opportunities in various annual offerings
- Subscription to LocationAdvisors.net, a database of 400+ site selectors
- Invitation to attend annual SXSW & holiday event
- Opportunity to participate in all domestic & international missions*

PATRON \$5,000

PIONEER \$3,000

- One invited guest to TxEDC investor events
- Subscription to newsletter with timely economic development news
- Organization name listed on TxEDC website for exposure
- Social media branding opportunities
- Sponsorship branding opportunities in various annual offerings
- Invitation to attend annual SXSW & holiday event
- Opportunity to participate in all domestic & international missions*



ECONOMIC DEVELOPMENT INVESTOR FORM

- \$50,000 EXECUTIVE \$25,000 DEVELOPER \$10,000 ENTREPRENEUR
 \$5,000 PATRON \$3,000 PIONEER



COMPANY/ORGANIZATION _____

(AS YOU WOULD LIKE IT TO APPEAR ON PRINTED MATERIALS)

CONTACT NAME _____ **TITLE** _____

ADDRESS _____

CITY _____ **ZIP** _____

WORK# _____ **CELL#** _____

EMAIL _____

TWITTER _____ **LINKEDIN** _____ **INSTAGRAM** _____

PLEASE MAKE CHECKS PAYABLE TO "TEXAS ECONOMIC DEVELOPMENT CORPORATION" AND RETURN TO

Texas Economic Development Corp.
PO Box 684702
Austin, TX 78768

Physical Address:
1005 Congress Avenue | Suite 910
Austin, Texas 78701

or wire funds to:
Chase Bank
221 W. 6th Street
Austin, Texas 78701
Acct#908099398 ABA#111000614

We appreciate your interest in Texas Economic Development Corporation and your commitment to the future of our state.

FOR MORE INFORMATION CONTACT:

Christin Evans

christin@businessintexas.com | 512.981.6736

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

5

**Discuss and consider by Minute Entry approval of the November 2019
Financial Statements for:**

November 2019 Profit and Loss Budget versus Actual Report each board (Type A and Type B) and
Balance Sheet for November 30, 2019 for each board (Type A and Type B)

Background

Attached are the monthly financial reports and investment reports for both the WEDC and WCDC Boards.

Recommended Motion(s)

“Motion to APPROVE the WEDC financial reports and investment reports”

“Motion to APPROVE the WCDC financial reports and investment reports”

Attachments

Financial and Investment reports

Wilmer Community Development Corporation Type B Balance Sheet

As of November 30, 2019

Nov 30, 19

ASSETS

Current Assets

Checking/Savings

100000 · Wilmer Community Develop Corp 272,088.58

100105 · Logic Investment Pool 1,012,448.60

100110 · TexStar Investment Pool 487,059.97

Total Checking/Savings 1,771,597.15

Other Current Assets

101320 · Due from G Fd - Sales Tax 144,815.85

Total Other Current Assets 144,815.85

Total Current Assets 1,916,413.00

TOTAL ASSETS 1,916,413.00

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

102330 · Due to General Fund 7,598.94

Total Other Current Liabilities 7,598.94

Total Current Liabilities 7,598.94

Total Liabilities 7,598.94

Equity

390000 · Fund Balance 1,694,309.07

Net Income 214,504.99

Total Equity 1,908,814.06

TOTAL LIABILITIES & EQUITY 1,916,413.00

Wilmer Community Development Corporation Type B Profit & Loss Budget Performance November 2019

	Nov 19	Oct - Nov 19	YTD Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
10500 - Income					
105125 - Sales Tax Revenue	115,935.45	221,685.89	1,050,000.00	(828,314.11)	21.11%
115600 - Interest Income	2,177.98	4,824.44	40,000.00	(35,175.56)	12.06%
Total 10500 - Income	118,113.43	226,510.33	1,090,000.00	(863,489.67)	20.78%
Total Income	118,113.43	226,510.33	1,090,000.00	(863,489.67)	20.78%
Gross Profit	118,113.43	226,510.33	1,090,000.00	(863,489.67)	20.78%
Expense					
115900 - Transfers Out					
115960 - Transfers	0.00	0.00	0.00	0.00	0.0%
Total 115900 - Transfers Out	0.00	0.00	0.00	0.00	0.0%
116000 - Personnel & Related Expenses					
116005 - Executive Director	0.00	0.00	50,000.00	(50,000.00)	0.0%
116010 - Director of Community Services	4,326.92	6,750.01			
116015 - Administrative Assistant	0.00	0.00	17,680.00	(17,680.00)	0.0%
116050 - Payroll Taxes	331.01	516.37	2,589.00	(2,072.63)	19.95%
116060 - TWC	2.07	4.49	262.00	(257.51)	1.71%
116070 - TMRS	210.30	328.07	3,289.00	(2,960.93)	9.98%
116080 - Life & Health Insurance	0.00	0.00	19,246.75	(19,246.75)	0.0%
116081 - Worker's Comp	0.00	0.00	586.00	(586.00)	0.0%
Total 116000 - Personnel & Related Expenses	4,870.30	7,598.94	93,652.75	(86,053.81)	8.11%
116100 - Dues/Subscriptions/Training					
116120 - Meeting/Conferences	0.00	0.00	3,000.00	(3,000.00)	0.0%
118510 - Training	0.00	0.00	3,000.00	(3,000.00)	0.0%
118515 - Travel	0.00	0.00	5,000.00	(5,000.00)	0.0%
119998 - General Membership	0.00	0.00	5,000.00	(5,000.00)	0.0%
Total 116100 - Dues/Subscriptions/Training	0.00	0.00	16,000.00	(16,000.00)	0.0%
116200 - Expenditures - Capital Projects					
116226 - Wilmer South Infrastructure	0.00	0.00	100,000.00	(100,000.00)	0.0%
116227 - Other Infrastructure	0.00	0.00	300,000.00	(300,000.00)	0.0%
116229 - Pipe Bursting	0.00	0.00	0.00	0.00	0.0%
116230 - Fulghum Road	0.00	0.00	0.00	0.00	0.0%
116231 - Cactus Enviromental	0.00	0.00	50,000.00	(50,000.00)	0.0%
116232 - I-45 Waterline	0.00	0.00	825,000.00	(825,000.00)	0.0%
116233 - Star Transit	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total 116200 - Expenditures - Capital Projects	0.00	0.00	1,325,000.00	(1,325,000.00)	0.0%
117000 - Professional Services/Charges					
117100 - Legal	0.00	0.00	10,000.00	(10,000.00)	0.0%
117105 - Administrative	0.00	0.00	6,000.00	(6,000.00)	0.0%
117120 - Engineering	0.00	0.00	10,000.00	(10,000.00)	0.0%
118146 - IT Support	0.00	0.00	2,000.00	(2,000.00)	0.0%

Wilmer Community Development Corporation Type B Profit & Loss Budget Performance November 2019

	Nov 19	Oct - Nov 19	YTD Budget	\$ Over Budget	% of Budget
118600 - Consultants					
118601 - Retail	0.00	0.00	4,000.00	(4,000.00)	0.0%
118605 - Economic Development	3,600.00	3,600.00	0.00	3,600.00	100.0%
Total 118600 - Consultants	3,600.00	3,600.00	4,000.00	(400.00)	90.0%
118610 - Marketing Associates	0.00	150.00	0.00	150.00	100.0%
119995 - Studies	0.00	0.00	60,000.00	(60,000.00)	0.0%
117000 - Professional Services/Charges - Other	0.00	0.00	0.00	0.00	0.0%
Total 117000 - Professional Services/Charges	3,600.00	3,750.00	92,000.00	(88,250.00)	4.08%
118000 - Operations & Maintenance					
118100 - Office Supplies	0.00	0.00	2,000.00	(2,000.00)	0.0%
118425 - Web Design	281.40	281.40	7,000.00	(6,718.60)	4.02%
118430 - Mapping System	0.00	0.00	7,750.00	(7,750.00)	0.0%
118535 - Printing	0.00	0.00	1,000.00	(1,000.00)	0.0%
118705 - EDC Board Room Improve	0.00	0.00	2,000.00	(2,000.00)	0.0%
119100 - Signage	0.00	0.00	1,000.00	(1,000.00)	0.0%
910101 - Medline 380 Agreement	0.00	0.00	540,560.00	(540,560.00)	0.0%
Total 118000 - Operations & Maintenance	281.40	281.40	561,310.00	(561,028.60)	0.05%
118500 - Marketing					
118529 - Memberships	0.00	0.00	7,750.00	(7,750.00)	0.0%
118530 - Conferences/Tradeshows	0.00	0.00	10,000.00	(10,000.00)	0.0%
118531 - Collateral Materials	0.00	0.00	10,000.00	(10,000.00)	0.0%
118532 - Misc Marketing	0.00	0.00	184,775.00	(184,775.00)	0.0%
118533 - Ad Design & Advertising	0.00	375.00	1,000.00	(625.00)	37.5%
Total 118500 - Marketing	0.00	375.00	213,525.00	(213,150.00)	0.18%
Total Expense	8,751.70	12,005.34	2,301,487.75	(2,289,482.41)	0.52%
Net Ordinary Income	109,361.73	214,504.99	(1,211,487.75)	1,425,992.74	(17.71%)
Net Income	<u>109,361.73</u>	<u>214,504.99</u>	<u>(1,211,487.75)</u>	<u>1,425,992.74</u>	<u>(17.71%)</u>

**City of Wilmer
Community Development Corporation
Monthly Investment Report
As of November 30, 2019**

Account Type	Purchase Date	Maturity Date	Interest	Book Value	Market Value	Month Interest
TexStar	n/a	On Demand	1.6177	490,369.20	487,059.97	646.73
Logic	n/a	On Demand	1.8429	995,604.80	1,012,448.60	1531.25
Totals				\$ 1,485,974.00	\$ 1,499,508.57	\$ 2,177.98

This Report Complies with the requirements of the Public Funds Investment Act and covers all the funds of the City of Wilmer, Community Development Corporation that are subject to that law.

John Hubbard
Executive Director and Investment Officer

Missie Schwab
Asst City Administrator and Investment Officer

Wilmer Economic Development Corporation Type A
Profit & Loss Budget Performance
November 2019

	<u>Nov 19</u>	<u>Oct - Nov 19</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income					
10500 · Income					
105125 · Sales Tax Revenue	115,935.45	221,685.89	1,050,000.00	(828,314.11)	21.11%
115600 · Interest Income	2,132.45	4,726.09	40,000.00	(35,273.91)	11.82%
Total 10500 · Income	118,067.90	226,411.98	1,090,000.00	(863,588.02)	20.77%
Total Income	118,067.90	226,411.98	1,090,000.00	(863,588.02)	20.77%
Expense					
106000 · Personnel & Related Expenses					
106005 · Executive Director	0.00	0.00	50,000.00	(50,000.00)	0.0%
106010 · Director of Community Services	4,326.93	6,750.02			
106015 · Administrative Assistant	0.00	0.00	17,680.00	(17,680.00)	0.0%
106050 · Payroll Taxes	331.01	516.38	2,589.00	(2,072.62)	19.95%
106060 · TWC	2.08	4.51			
106070 · TMRS	210.30	328.06			
106080 · Life & Health Insurance	0.00	0.00	23,384.00	(23,384.00)	0.0%
Total 106000 · Personnel & Related Expenses	4,870.32	7,598.97	93,653.00	(86,054.03)	8.11%
116100 · Dues/Subscriptions/Training					
116120 · Meeting/Conferences	0.00	0.00	3,000.00	(3,000.00)	0.0%
118510 · Training	0.00	0.00	3,000.00	(3,000.00)	0.0%
118515 · Travel	0.00	0.00	5,000.00	(5,000.00)	0.0%
119998 · General Membership	0.00	0.00	5,000.00	(5,000.00)	0.0%
Total 116100 · Dues/Subscriptions/Training	0.00	0.00	16,000.00	(16,000.00)	0.0%
116200 · Expenditures - Capital Projects					
116226 · Wilmer South Infrastructure	0.00	0.00	100,000.00	(100,000.00)	0.0%
116227 · Other Infrastructure	0.00	0.00	300,000.00	(300,000.00)	0.0%
116231 · Cactus Environmental	0.00	0.00	50,000.00	(50,000.00)	0.0%
116232 · I-45 Waterline	0.00	0.00	825,000.00	(825,000.00)	0.0%
116233 · Star Transit	0.00	0.00	50,000.00	(50,000.00)	0.0%
Total 116200 · Expenditures - Capital Projects	0.00	0.00	1,325,000.00	(1,325,000.00)	0.0%
117000 · Professional Services/Charges					
117100 · Legal	0.00	0.00	10,000.00	(10,000.00)	0.0%
117105 · Administrative	0.00	0.00	6,000.00	(6,000.00)	0.0%
117120 · Engineering	0.00	0.00	10,000.00	(10,000.00)	0.0%
118146 · IT Support	0.00	0.00	2,000.00	(2,000.00)	0.0%
118600 · Consultants					
118601 · Retail	0.00	0.00	4,000.00	(4,000.00)	0.0%
118605 · Economic Development	3,600.00	3,600.00			
Total 118600 · Consultants	3,600.00	3,600.00	4,000.00	(400.00)	90.0%
118610 · Marketing Associates	0.00	150.00			
119995 · Studies	0.00	0.00	60,000.00	(60,000.00)	0.0%
Total 117000 · Professional Services/Charges	3,600.00	3,750.00	92,000.00	(88,250.00)	4.08%
118000 · Operations & Maintenance					

Wilmer Economic Development Corporation Type A
Profit & Loss Budget Performance
 November 2019

	<u>Nov 19</u>	<u>Oct - Nov 19</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
118100 · Office Supplies	0.00	0.00	2,000.00	(2,000.00)	0.0%
118425 · Web Design	281.40	281.40	7,000.00	(6,718.60)	4.02%
118430 · Mapping System	0.00	0.00	7,750.00	(7,750.00)	0.0%
118535 · Printing	0.00	0.00	1,000.00	(1,000.00)	0.0%
118705 · EDC Board Room Improve	0.00	0.00	2,000.00	(2,000.00)	0.0%
119100 · Signage	0.00	0.00	1,000.00	(1,000.00)	0.0%
910101 · Medline 380 Agreement	0.00	0.00	540,560.00	(540,560.00)	0.0%
Total 118000 · Operations & Maintenance	<u>281.40</u>	<u>281.40</u>	<u>561,310.00</u>	<u>(561,028.60)</u>	<u>0.05%</u>
118500 · Marketing					
118529 · Memberships	0.00	0.00	7,750.00	(7,750.00)	0.0%
118530 · Conferences/Tradeshows	0.00	0.00	10,000.00	(10,000.00)	0.0%
118531 · Collateral Materials	0.00	0.00	10,000.00	(10,000.00)	0.0%
118532 · Misc Marketing	0.00	0.00	184,775.00	(184,775.00)	0.0%
118533 · Ad Design & Advertising	0.00	375.00	1,000.00	(625.00)	37.5%
Total 118500 · Marketing	<u>0.00</u>	<u>375.00</u>	<u>213,525.00</u>	<u>(213,150.00)</u>	<u>0.18%</u>
Total Expense	<u>8,751.72</u>	<u>12,005.37</u>	<u>2,301,488.00</u>	<u>(2,289,482.63)</u>	<u>0.52%</u>
Net Income	<u><u>109,316.18</u></u>	<u><u>214,406.61</u></u>	<u><u>(1,211,488.00)</u></u>	<u><u>1,425,894.61</u></u>	<u><u>(17.7%)</u></u>

Wilmer Economic Development Corporation Type A
Balance Sheet

As of November 30, 2019

Nov 30, 19

ASSETS

Current Assets

Checking/Savings

100000 · Wilmer Economic Development Co 272,087.99

100105 · Logic Investment Pool 991,441.67

100110 · TexStar Investment Pool 476,720.83

Total Checking/Savings 1,740,250.49

Other Current Assets

101320 · Due from G Fd - Sales Tax 144,815.85

Total Other Current Assets 144,815.85

Total Current Assets 1,885,066.34

TOTAL ASSETS 1,885,066.34

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

102330 · Due to General Fund 7,598.97

Total Other Current Liabilities 7,598.97

Total Current Liabilities 7,598.97

Total Liabilities 7,598.97

Equity

390000 · Fund Balance 1,663,060.76

Net Income 214,406.61

Total Equity 1,877,467.37

TOTAL LIABILITIES & EQUITY 1,885,066.34

**City of Wilmer
Economic Development Corporation
Monthly Investment Report
As of November 30, 2019**

Account Type	Purchase Date	Maturity Date	Interest	Book Value	Market Value	Month Interest
TexStar	n/a	On Demand	1.6177	476,720.83	476,720.83	632.99
Logic	n/a	On Demand	1.8429	991,441.67	991,441.67	1,499.46
Totals				\$ 1,468,162.50	\$ 1,468,162.50	\$ 2,132.45

This Report Complies with the requirements of the Public Funds Investment Act and covers all the funds of the City of Wilmer, Economic Development Corporation that are subject to that law.

John Hubbard
Executive Director and Investment Officer

Missie Schwab
Asst City Administrator and Investment Officer

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

6

Discuss and consider EDC Staff attendance at 2020 ICSC Red River States Conference and Deal Making (Type A and Type B).

Background

Over 2,000 attendees will be at the conference in Fort Worth from January 8 – 10, 2019. Registrants include retailers, developers and other exhibitors. Below is a partial list:

**Red River States Conference & Deal Making
2020 Retailer Central Exhibitors**

Connect with these brands at Retailer Central:

- 7-Eleven, Inc.
- Annex Brands
- Black Bear Diner
- Bridgestone Retail Operations
- Burlington Stores
- Cash Store
- Corner Bakery Café
- Express Oil Change & Tire Engineers
- GameStop, Inc.
- HTeaO
- Inspire Brands
- Jeremiah's Italian Ice
- Jersey Mike's Franchise Systems
- Kilwins Chocolates Franchise, Inc.
- The Learning Experience
- Office Depot
- Pinch A Penny, Inc.
- RaceTrac Petroleum, Inc.

Financial Impact

The cost for registration and travel for the event is \$1,000 or 500 per board. Funding is available in the Marketing Budget.

Recommended Motion(s)

“Motion to APPROVE participation in the ICSC Red River States Conference and Deal Making in the amount of \$500 per Board.”

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

7

Discuss and consider a professional service agreement by and between Economic Development Corporation, Type A and Rita Cook, and Community Development Corporation, Type B and Rita Cook for Fiscal Year 2019-2020.

Background

Consider Rita Cook to provide services to promote the City of Wilmer and the Wilmer EDC. Services will include establishing and maintaining a social media presence for the City of Wilmer on Instagram and Twitter and working with the existing Facebook page.

Four posts a week on these social media platforms pertaining to events going on in the city. This information will be supplied to me by city staff. Also posting regarding upcoming events on social media platforms to confirm residents and followers are aware of city activities such as police, fire, city council meetings, groundbreaking, etc.

One press release per week for article leads picked up by local media. In situations when something negative might happen in the city, as PIO this would allow reactive versus news stories.

Ms Cook's services job as newsletter editor will include working with layout each month in the creation of an 11 X 17 newsletter for the City of Wilmer. The newsletter will be due out on or around the 25th of each month.

Financial Impact

The monthly cost for the services is \$800 or \$400 per Board. Annual cost is \$4,800 per Board. Funding is available in the Marketing Budget

Recommended Motion(s)

"Motion to APPROVE professional service agreement by and between Rita Cook and the Wilmer Economic Development Corporation (WEDC and WCDC) in the amount of \$4,800 (per Board)."

.

Wilmer PIO/Newsletter Editor Contract

This contract confirms our agreement made on October 15, 2019 for the length of one-year to end on October 31, 2020 for services to the City of Wilmer as Public Information Officer and Newsletter Editor (two separate positions) for Rita Cook, 100 Pecan Creek Street, Red Oak, Texas.

My job as PIO will include establishing and maintaining a social media presence for the City of Wilmer on Instagram and Twitter and working with the existing Facebook page.

Four posts a week on these social media platforms pertaining to events going on the city. This information will be supplied to me by city staff. Also posting regarding upcoming events on social media platforms to confirm residents and followers are aware of city activities such as police, fire, city council meetings, groundbreakings, etc...

One press release per week for article leads picked up by local media.

In situations when something negative might happen in the city, as PIO this would allow reactive versus news stories.

\$400 per month for above services.

My job as newsletter editor will include working with layout, Andrea Pylant each month in the creation of an 11 X 17 newsletter for the City of Wilmer. The newsletter will be due out on or around the 25th of each month.

I will turn in the final newsletter in layout format for staff to have stamped, labeled and mailed to residents.

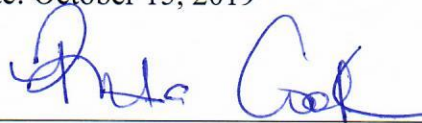
Layout person will be responsible for sending PDF copy of newsletter to website manager to post on the City of Wilmer website each month.

\$400 per month for newsletter editor services.

Total monthly due for services: \$800

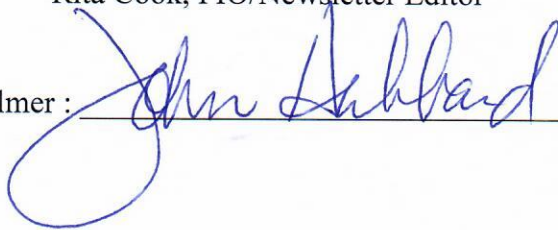
Effective Date: October 15, 2019

Contractor: _____



Rita Cook, PIO/Newsletter Editor

City of Wilmer: _____



WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

8

Discuss and consider on Board meeting schedule for Calendar Year 2020, including date and/or time of meetings (Type A and Type B).

Background

Discussion with both Boards on the workplan and meeting dates for 2020

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

9

Discuss and consider a sponsorship of Wilmer on Ice (Type A and Type B).

Background

The City of Wilmer is sponsoring Wilmer on Ice, a portable ice rink to be placed in Wilmer. The event date is Sunday, December 22, 2019, from 10 am – 10 pm.



The Blackburn Foundation
is teaming up with Wilmer Tx, Suga Suga
Kids & Veda Loca of 97.9 for our first...

"Wilmer on Ice Event"
December 22, 2019
10:00 am - 10:00 pm
128 N. Dallas Ave Wilmer, Tx. 75172
Come meet the Mayor & other City Council Officials

FREE TO KIDS 18 & UNDER
Free toys, clothes,
food, & school
supplies at 3:00
pm to pre-registered
families.

Bring the whole
family to the ice
skating rink!

Vendors & more contact:
Mary 214-518-9492

The Mayor is requesting that the City serve as a sponsor for the event. In return, the City will be promoted through having the EDC logos placed on advertisement. Additionally, the City will be featured in radio spots and on social media. Mayor Wealthy-Williams will be on hand to provide more details.

Financial Impact

The request is \$2,000 or \$1,000 for each Board.

WILMER JOINT WEDC/WCDC
Agenda Communication
December 17, 2019

ACTION AGENDA
ITEM

10

Discuss and consider action by Minute Entry on Executive Director's Report (Type A and Type B).

Background

John Hubbard will provide this report at the meeting.