



**ACTION MINUTES**  
**Wilmer Economic Development Corporation TYPE A**  
**Regular Meeting Tuesday, April 11, 2017 at 6:00 pm**

**CALL TO ORDER** - At 6:00 pm, President Casey Burgess called the meeting to order on April 11, 2017 in the Wilmer Community Center located at 101 Davidson Plaza in Wilmer, Texas 75172.

Board Members in attendance: **Burgess, Madrigal, Wasserman, and Wealthy**

Board Members Absent: **Patrick Parker**

Others in Attendance: **Executive Director David Miracle, Sheana Stokes Administrative Assistant**

INVOCATION – led by **Board Member E. Wealthy**

PLEDGE OF ALLEGIANCE – **The WEDC Type A Board Members led the Pledge of Allegiance**

COMMUNITY INTEREST – **Board Member M. Wasserman highlighted the Dedication Ceremony taking place tomorrow, (April 12, 2017) at the E.M. Gilliam Library to recognize the new addition to the library. Board Member C. Madrigal made remarks about the great turn-out the Easter Egg Hunt at Cottonwood Park. She stated that it had a great turn-out, and that she was appreciative of the assistance the City had from volunteers. President C. Burgess highlighted that he was contacted by the grandson of Wilmer's 1<sup>st</sup> Mayor. The grandson just wanted to notify the mayor that his grandfather's tombstone had fallen, and he would like some assistance getting it back up. He also enlightened President Burgess on some interesting facts about the City of Wilmer.**

**ACTION ITEMS:**

**5. CONSIDER AND TAKE POSSIBLE ACTION ON MINUTES FOR THE FEBRUARY 7, 2017 MEETING**

**Motion: Board Member Madrigal made the motion to approve the minutes from February 7, 2017 Meeting**

**Second: Board Member Wasserman**

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

**6. CONSIDER AND ACT REGARDING FEBRUARY AND MARCH 2017 FINANCIAL STATEMENTS**

- a) Y.T.D. Profit and Loss Budget vs. Actual Report for Wilmer EDC
- b) February 2017 Profit and Loss Budget Report for Wilmer EDC
- c) March 2017 Profit and Loss Budget Report for Wilmer EDC
- d) Medline Spreadsheet

**Motion: Board Member Madrigal made the motion to not accept the February and March 2017 Financial Statements due to various line items being inaccurately reflected throughout report.**



**Second: Board Member Wealthy**

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

**7. DISCUSS AND TAKE ACTION ON APPROVING ONE-FOURTH OF THE INDUSTRY SPONSORSHIP AT THE BEST SOUTHWEST PARTNERSHIP R.E.D. SUMMIT ON 3/23/2017**

**Motion: Board Member Madrigal made the motion to approve the WEDC paying one-fourth of the costs associated with the Best Southwest Partnership R.E.D. Summit on 3/23/2017.**

**Second: Board Member Wasserman**

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

**8. DISCUSS AND TAKE ACTION ON APPROVING MARKETING ALLIANCE TO UPDATE EDC WEBSITE PROGRAM SOFTWARE- \$550 TO BE SPLIT WITH WCDC TYPE B**

**Motion: Board Member Madrigal made the motion to approve the update, and split the costs with the WCDC Type B Board.**

**Second: Board Member Wasserman**

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

**9. DISCUSS AND TAKE ACTION ON ALLOWING EXECUTIVE DIRECTOR TO APPROVE EXPENDITURES UP TO \$1,000 WITHOUT PRE-APPROVAL FROM THE EDC'S ON MARKETING, OFFICE/OPERATIONS, AND MEETING /CONFERENCE EXPENDITURES. THIS WILL ALLOW FLEXIBILITY TO RESPOND TO BUSINESS OPERATIONS, EVENTS AND OPPORTUNITITES PROMPTLY WITHOUT HAVING TO WAIT FOR TWO EDC BOARD MEETINGS TO GAIN APPROVALS.**

**Motion: Board Member Madrigal made the motion to allow the Executive Director to approve necessary expenditures up to \$1,000.**

**Second: Board Member Wasserman**

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

**10. DISCUSS AND TAKE ACTION REGARDING T.E.D.C. MID-YEAR CONFERENCE 2017**

**Motion: Board Member Madrigal made the motion to allow the Executive Director to attend the conference and split the registration fee with the WCDC Type B Board.**

**Second: Board Member Wasserman**

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

**11. DISCUSS AND TAKE ACTION ON APPROVING THE 2017-2018 MIRACLE DEVELOPMENT SERVICES COMPANY CONSULTING FEE AND GENERAL SERVICES AGREEMENT**



**Motion: Board Member Madrigal made the motion to approve the agreement with Miracle Development Services for another year.**

**Second: Board Member Wasserman**

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

**12. CONSIDER AND TAKE ACTION FOR AN INFRASTRUCTURE REIMBURSEMENT GRANT FOR PRIME RAIL INTERESTS FOR STREET IMPROVEMENTS ON FULGHUM ROAD.**

*No action taken on this agenda item*

**13. CONSIDER AND TAKE ACTION ON PARTICIPATING IN THE SITE SELECTION MAGAZINE'S ANNUAL ECONOMIC DEVELOPMENT DIRECTORY WITH THE NEW EDC LOGO, EMAIL ADDRESS, AND WEBSITE; FUNDING HALF THE COSTS WITH THE WDCDC TYPE B BOARD.**

**Motion: Board Member Madrigal made the motion to approve participation in Site Selection's Magazine, and splitting the costs with WDCDC Type B Board.**

**Second: Board Member Wasserman**

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

**DISCUSSION ITEMS:**

**14. REVIEW AND POSSIBLE DISCUSSION OF WEB SITE / EMAIL ACCOUNTS FOR BOARD MEMBERS**

*No action taken on this agenda item*

*Board Member Madrigal suggested that Board Member P. Parker be removed from the EDC Type 4A Board due to lack of attendance. Board Members Burgess, Wealthy and Wasserman agreed for a letter to be sent notifying Parker that he was no longer a member of the Wilmer EDC Type 4A Board.*

**15. DISCUSS PROPOSED CHANGES TO THE WILMER TAX ABATEMENT POLICY**

*No action taken on this agenda item*

**16. DISCUSS INTERPOINT DISTRIBUTION CENTER PRESS RELEASE**

*No action taken on this agenda item*

**17. DISCUSS MAKITA PRESS RELEASE AND ITS DISTRIBUTION LIST**

*No action taken on this agenda item*


**18. REVIEW AND POSSIBLE DISCUSSION OF EXECUTIVE DIRECTOR'S REPORT**

*No action taken on this agenda item*



**ADJOURN** – Board President Burgess adjourned the meeting at 7:44 pm.

**APPROVED:**

  
Casey Burgess, President

**ATTEST:**

  
Sheana Stokes, Administrative Assistant