

## MCKINNEY COMMUNITY DEVELOPMENT CORPORATION

**SEPTEMBER 24, 2015**

The McKinney Community Development Corporation met in regular session in the Dowdy Board Room, 5900 S. Lake Forest Drive, McKinney, Texas, on September 24, 2015 at 8:00 a.m.

Board members Present: Chairman Scott Elliott, Vice Chairman Kurt Kuehn David Clarke, David Myers, Hamilton Doak, Michelle Gamble, and Rick Glew.

Staff Present: President Cindy Schneible; Marketing Director Cayti Stein; Administrative Assistant Sheri Van Slycke; Mayor Brian Loughmiller; Financial Analyst Trevor Minyard; Parks and Recreation Director Rhoda Savage; Park and Recreation Assistant Director Ryan Mullins; Facilities Construction Manager Patricia Jackson; Senior Park Planner Jenny Baker; Park Planner Jill Yount; Interim Assistant to the Interim City Manager Chandler Merritt.

There were 12 guests present, including former Board Secretary/Treasurer Colleen Smith.

Chairman Elliott called the meeting to order at 8:01 a.m. after determining a quorum was present.

**15-903** Minutes of the McKinney Community Development Corporation Meeting on July 23, 2015. Board members unanimously approved the motion by Vice Chairman Kuehn, seconded by Board member Clarke, to approve the Minutes of the McKinney Community Development Corporation Meeting of July 23, 2015.

**15-904** Minutes of McKinney Community Development Corporation Promotional and Community Event Grant Subcommittee Meeting on August 6, 2015. Board members unanimously approved the motion by Board member Doak, seconded by Board member Glew, to approve the Minutes of McKinney Community Development Corporation Promotional and Community Event Grant Subcommittee Meeting of August 6, 2015.

**15-905** Minutes of the McKinney Community Development Corporation Meeting

of August 27, 2015. Board members unanimously approved the motion by Vice Chairman Kuehn, seconded by Board member Myers, to approve the Minutes of the McKinney Community Development Corporation Meeting of August 27, 2015.

**15-906** Chairman Elliott called for the August Financial Report. Financial Analyst Trevor Minyard reported the revenue of the McKinney Community Development Corporation is currently exceeding budget estimates for FY 2015. In comparison to FY 2014 sales tax has grown 7.19% through the month of July. Expenditures of the MCDC are well below budget in total, with personnel expenses coming in 15.6% under budget year-to-date. Mr. Minyard stated this information is available online on the City of McKinney website utilizing our new financial reporting tool that includes a link to the current year-to-date revenue and expenses of the MCDC.

**15-907** Chairman Elliott called for the Board and Liaison Updates.

Board Chair: Chairman Elliott invited former Secretary/Treasurer Colleen Smith to the front of the room to present her with a token the board's gratitude for her service to the MCDC Board and the McKinney community.

Main Street/MPAC: Ms. Schneible reported on behalf of MPAC/Main Street Director Amy Rosenthal that this will be the biggest Oktoberfest to date. It's recommended to purchase tickets in advance. Also, tickets are available at Market Street and the Sheraton, and please consider taking the shuttle from the Sheraton or First Baptist Church. Oktoberfest runs through Sunday, September 27<sup>th</sup>.

**15-908** Chairman Elliott called for the Marketing Report. Marketing Director Cayti Stein stated her full report is included in the board packet, and reported that August was a busy month, and there are a number of events upcoming in September and October. Ms. Stein continued that Facebook "likes" are now over 1,000, and MCDC has a total of 435

“followers” on Twitter. Ms. Stein mentioned how much she has enjoyed working with the MCDC board, as well as President Schneible. She hopes her relationship with her new board will be as positive as Ms. Schneible’s relationship is with this board. Ms. Stein hopes to make the transition out of the City of McKinney as smooth as possible for all involved.

**15-909** Chairman Elliott called for the President's Report. Ms. Schneible stated she has included within the board packet the updated information on grants awarded and prospective projects. Moving forward, Manhattan will provide a monthly construction report, which is attached to the current agenda. The construction process for the Aquatic and Fitness Facility is moving along nicely and progress is visible when driving by. The City is in the process of updating the Comprehensive Plan, and all citizens are invited to go online and share their perspectives. Board member Clarke expressed his kudos for the Open House at McKinney High School. The way it was handled and the topics presented to the citizens were very well done. At the next board meeting, October 22<sup>nd</sup>, the first order of business will be swearing in new board members and electing the officers. Also, a Bond Committee representative will provide a presentation. The November meeting will probably be at the Central Fire Station so the Board can tour the Fire Museum, as well as observe the fire engine restoration that CDC helped fund. And, finally, Johnny Martinez, Director of Sales at the Sheraton called to relay that the Sheraton business is continuing to strengthen and has been successful in bringing in some new corporate business for the coming year, including Torchmark. Mr. Martinez also expressed his appreciation in working with the CDC Board, as he has accepted a new position, within the same company, as Regional Director of Sales Training in Denver, Colorado.

**15-910** Chairman Elliott called for the Consideration/Discussion/Action on the Gabe Nesbitt Park Master Plan Update. Parks and Recreation Director Rhoda Savage presented the Gabe Nesbitt Park Master Plan Update requesting the CDC board members feedback, in order to ultimately submit to the Park board, and then to the City Council for final approval. This will set the course for the future of completing the project at that site. There is an RFQ posted in the newspaper soliciting design firms to submit quotes for the design of the tennis courts expansion. There is flexibility within that RFQ for negotiations to potentially include the design in the area between the Aquatics Facility and the baseball fields. Senior Park Planner Jenny Baker reminded the board that at the last meeting there were three different concepts presented. One focused on nature one focused on activity, and one was a hybrid of the two. Today's presentation is a final rendition that incorporates elements from all three of those concepts. There have been three public input meetings, there have been meetings with stakeholders, as well as meeting with staff and various boards and a lot of valuable input has been offered. Ms. Baker introduced Lisa Horne with RVi Planning and Design. Ms. Horne provided a thorough and in depth review of the park design and explained the options. The Board members unanimously approved the motion by Vice Chairman Kuehn, seconded by Board member Gamble, to approve the Gabe Nesbitt Park Master Plan as presented.

**15-911** Chairman Elliott called for the Consideration/Discussion/Action on Project #15-06, a Request Submitted by North Collin County Habitat for Humanity, in the Amount of Two Hundred Twenty Thousand Dollars (\$220,000) for Purchase, Survey and Preparation of Five Lots for the Construction of Affordable Housing; and Completion of Twenty-Five Home Repair Projects. The amount requested represents 29% of estimated total project cost. Board members unanimously approved the motion by Board member Glew, seconded by Board member Clarke, to

approve the Request Submitted by North Collin County Habitat for Humanity, in the Amount of Two Hundred Twenty Thousand Dollars (\$220,000) for Purchase, Survey and Preparation of Five Lots for the Construction of Affordable Housing; and Completion of Twenty-Five Home Repair Projects.

**15-912** Chairman Elliott called for the Consideration/Discussion/Action on Project #15-07, a Request Submitted by Gather, LLC, in the Amount of Eighty Thousand Dollars (\$80,000) for: Installation of Sprinkler System - \$69,000; Reconfiguration of Event Venue - \$23,760; Purchase of Furniture and Fixtures for Event Venue - \$20,000. The amount requested represents 73% of estimated total project cost. Historically, the MCDC has not funded a for-profit event venue. MCDC board members discussed their concerns about granting funds for this project. Board members unanimously approved the motion by Board member Doak, seconded by Board member Myers, to deny the request submitted by Gather, LLC.

**15-913** Chairman Elliott called for the Consideration/Discussion/Action on the Request Submitted by Heritage Guild of Collin County to Extend the Term on Project #13-11 (Renovation, Restoration, Improvements to Properties at Chestnut Square) to December 31, 2015; and Approve Use of Remaining Funds Originally Granted for Renovation of the Dulaney House into a Bed & Breakfast to Be Used Instead for Renovation of Dulaney House into an Event Center. Board members requested from the Heritage Guild of Collin County a written plan of the intended renovations that includes the disclosure of where monies have already been spent, and where future monies will be allocated, to review before the next board meeting. Board members unanimously approved the motion by Board member Gamble, seconded by Board member Clarke, to table the item until the October 22<sup>nd</sup> board meeting.

Chairman Elliott called for citizen comments. Mr. Pete Huff, representing the McKinney Alliance stated the McKinney Alliance granted funds to the Heritage Guild of Collin County for the original Bed and Breakfast project for the Dulaney House, and is still committed to it. If the project changes, it is likely a new application will be required and funds previously granted would need to be returned to the Alliance.

Chairman Elliott expressed his thanks and well wishes to Marketing Director Cayti Stein and presented her with a gift recognizing her service to the MCDC.

Board members unanimously approved the motion by Board member Doak, seconded by Board member Clarke, to adjourn. Chairman Elliott adjourned the meeting at 9:31 a.m.

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SCOTT ELLIOTT  
Chairman