



FORNEY ECONOMIC DEVELOPMENT CORPORATION

**MINUTES
REGULAR MEETING
101 EAST MAIN STREET
FORNEY, TEXAS 75126
OCTOBER 12, 2017
6:30 P.M.**

Notice is hereby given that the Forney Economic Development Corporation (FEDC) of the City of Forney met on October 12, 2017 at 6:30 p.m. in the City Council Chambers. Board President Joe Dan McBeth, Vice President & Treasurer Scott Burrus, Secretary Kym Tayamen and Directors Fred Alexander, Jessica Browning, DeCarlo Coleman and Amanda Lewis were all present. EDC Director Warren Ketteman, EDC Coordinator Stewart McGregor and City Attorney Jon Thatcher were also present.

1. Call to Order at 6:33 p.m.

2. Invocation by Mr. McBeth.

3. Public Communication

There was no public communication.

4. Minutes & Reports

a. Approval of the FEDC Minutes – September 14, 2017 Regular Meeting & October 7, 2017 Retreat

Mr. Burrus made a motion to approve the minutes from the September 14, 2017 regular meeting and the October 7, 2017 retreat. Mr. Tayamen seconded and the vote carried unanimously.

b. Financial Report

Mr. Burrus gave the financial report. We are at 100% of the year with revenues at 96.88% and expenditures at 78.4%.

c. Executive Director's Report

Mr. Ketteman gave the Executive Director's Report. A complete copy is available through the FEDC Office. A couple noteworthy items include the completion of the digital marketing classes for small businesses - a successful activity. He also mentioned that he hosted a business park lunch with business owners at Mustang Creek Business Park North.

At this time, Mr. McBeth turned to item 5.c.

5. Discussion/Action Items

a. Discussion and possible action regarding trash receptacles, electrical outlets and drainage for Downtown

Continuing, Mr. Ketteman said when the downtown enhancement project was approved, several items were cut from the initial proposal from the EDC Board due to a higher-than-anticipated contractor bid. Some of the items included in the cut were crosswalks, trash receptacles, electrical outlets and drainage. Mr. Ketteman said the downtown light poles would need to be adjusted, especially for banner usage. As part of this, electrical outlets would need to be included on the poles for events throughout the year. In addition, the area on Trinity Street by the Eno's property to address for drainage issues. Mr. Ketteman said the cost to fix this area would be approximately \$93,000. He recommended funding for \$5,000 for trash cans (to reimburse the CIP fund), \$5,000 for the electrical outlets and about

\$95,000 for drainage at Trinity and Bois D'Arc. Also, new crosswalk striping would cost about \$10,000. Overall, Mr. Kettelman recommended about \$115,000 to come out of the EDC Fund Balance in order to complete the project.

Mr. McBeth asked Mr. Kettelman how many crosswalks would be striped. Mr. Kettelman said about seven or eight (depending on the crossing at Trinity and Bois D'Arc next to Eno's. Mr. McBeth also asked if the project was on budget. Mr. Kettelman said it is on budget, with an additional \$100,000 contingency as part of the budget.

Mrs. Browning asked about the downtown bonds used to pay for the project. Mr. McBeth said about \$2 million in bonds were issued and the EDC had about \$1.7 million to utilize. Mr. Kettelman said that specifically for the downtown enhancement project, the EDC contributed an additional \$300,000 and the City contributed \$250,000 in order to close the funding gap.

Mr. Tayamen and Mr. Alexander both inquired about the electrical outlets, light poles and trash cans. Mr. Kettelman said there would be one electrical outlet per light pole and that each poles would be metered separately, as it currently is. Further, Mr. Kettelman said the trash cans would blend in with downtown and offer both recycling and trash options. Mr. McBeth then asked whose responsibility it would be to empty the cans. Mr. Kettelman said currently public works is responsible for emptying.

Mrs. Browning asked if funds could be covered from the contingency for the project. After further discussion, it was decided an additional \$50,000 would be added to the contingency budget from the EDC Fund Balance. Mr. Burrus made the motion and Mr. Coleman seconded. Mr. McBeth, Mr. Burrus, Mr. Tayamen, Mr. Coleman, Mrs. Browning and Mrs. Lewis voted "yes." Mr. Alexander voted "no." Motion carried 6-1.

b. Discussion and possible action regarding the commitment of project expense funds from Fiscal Year 2017 to Fiscal Year 2018

Mr. Kettelman explained this was a staff error when budgeting for the next year. During FY 2016-17, the EDC Board made financial commitments to several projects that are still under construction. This included RaceTrac, Bush's Chicken and strip center, Eno's HVAC units, downtown redevelopment grants and façade grants. These funds will need to be moved out of the EDC Fund Balance. The total is approximately \$350,000 to be moved into the FY 2017-18 budget. Mr. Alexander made a motion to move funds and Mrs. Browning seconded. The vote carried unanimously.

c. Discussion and possible action regarding the October 7, 2017 Forney EDC Retreat items (includes target industries, 2018 goals and strategic planning)

At this time, Mr. Kettelman introduced Mrs. Janie Havel, Community Relations Representative with the Office of Governor Greg Abbott to discuss the state's economic development goals and programs.

After Mrs. Havel's presentation, Mr. McGregor said EDC Board members requested a review of the EDC's Strategic Plan at the board retreat. Mr. McGregor said EDC Staff would include it as part of the next EDC Board meeting in November.

Mr. McBeth thanked EDC Staff for planning the retreat. Mr. Kettelman said he wanted to discuss further on the 2018 goals in regards to the completion of the downtown project. Due to ending adjustments being made to the project, Mr. Kettelman requested the board consider allocating additional funds to assist with crosswalks and several other items in order to complete the project.

No action was taken on this item.

At this time, Mr. McBeth continued to item 5.a.

- d. Discussion and possible action regarding moving the EDC Board Meeting for November 9, 2017 to November 2, 2017

Mr. Ketteman explained that due to the EDC attending the ICSC Texas Retail Conference in Dallas November 8 and 9, the board meeting would need to be moved to November 2. The EDC swapped meeting dates with the Planning & Zoning Commission.

Mr. Tayamen made a motion to approve the November meeting for November 2, 2017. Mr. Burrus seconded and the vote carried unanimously.

- e. Discussion and possible action regarding EDC-owned property

No action was taken on this item.

- f. Discussion and possible action regarding economic development negotiations with current prospects

No action was taken on this item.

6. Executive Session

- a. The Forney EDC will hold a closed Executive Session meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in: -§ 551.072 deliberations for the purchase, exchange, lease, or value of real property and/or -§ 551.087 deliberations regarding commercial or financial information that the EDC has received from a business prospect and/or deliberations regarding the offer of a financial or other incentive to a business prospect. (Related to Section 5.e. and 5.f.)

Mr. Tayamen made a motion to enter into executive session at 7:42 p.m. Mr. Alexander seconded and the vote carried unanimously.

- b. The Forney EDC will reconvene into Regular Session, pursuant to the provisions of Chapter 551 of the Texas Government Code, to take any action regarding the above items.

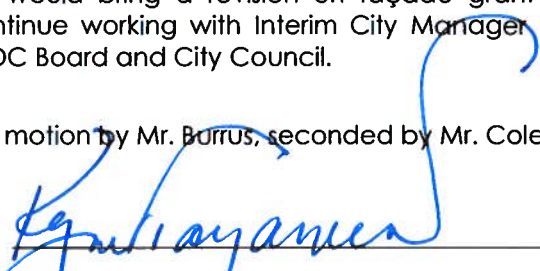
Mr. Burrus made a motion to enter back into open session at 8:50 p.m. Mr. Coleman seconded and the vote carried unanimously.

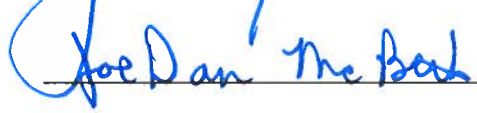
7. Future Agenda Items

Mr. McGregor said at next month's meeting, staff would bring the strategic plan to the board to evaluate and discuss any revisions. He also said staff would bring a revision on façade grant application language. Mr. McBeth requested staff to continue working with Interim City Manager Medford on putting together a joint meeting between the EDC Board and City Council.

- 8. **Adjournment** by unanimous consent at 8:53 p.m. on motion by Mr. Burrus, seconded by Mr. Coleman.

APPROVED: KYM TAYAMEN, SECRETARY





APPROVED: JOE DAN McBETH, PRESIDENT
DATE: NOVEMBER 2, 2017