



FORNEY ECONOMIC DEVELOPMENT CORPORATION

**MINUTES
REGULAR MEETING
101 EAST MAIN STREET
FORNEY, TEXAS 75126
NOVEMBER 2, 2017
6:30 P.M.**

The Forney Economic Development Corporation (FEDC) of the City of Forney met on November 2, 2017 at 6:30 p.m. in the City Council Chambers. President Joe Dan McBeth, Vice President & Treasurer Scott Burrus, Secretary Kym Tayamen and Directors Fred Alexander, Jessica Browning and Amanda Lewis were present. EDC Director Warren Ketteman and EDC Coordinator Stewart McGregor were also present. Board Director DeCarlo Coleman was absent.

1. **Call to Order** at 6:30 p.m.
2. **Invocation** by Mr. Alexander
3. **Public Communication**

There was no public communication.

4. **Minutes & Reports**

- a. Approval of the FEDC Minutes – October 12, 2017 Regular Meeting

Mr. Alexander made a motion to approve the October 12, 2017 regular meeting minutes and Mr. Tayamen seconded. The vote carried unanimously.

- b. Financial Report

Mr. Burrus gave the financial report. We are at 8.33% of the year with revenues at 7.21% and expenditures at 3.47%.

- c. Executive Director's Report

Mr. Ketteman gave the Executive Director's Report. A complete copy of this report is available in the Forney EDC office. A few noteworthy items he mentioned included, receipt of the Texas Economic Development Council Merit Award for efforts on the downtown enhancement project, the fulfillment of the new administrative assistant position (currently undergoing reference and background checks), the Commercial Real Estate Familiarization (FAM) Tour and attendance at the Texas Economic Development Council Sales Tax training in Mesquite.

5. **Discussion/Action Items**

- a. Discussion and possible action regarding an expiration amendment for the downtown façade grant application

Mr. Ketteman explained to the board the current language in the façade grant allows for six months to complete a façade grant project at the conclusion of pulling permits. He said there was no timeframe to pull permits, therefore causing a potential gap to occur between application approval and completion of the project. EDC Staff proposed changing language to giving eight months from the time of application approval to complete the project.

Mrs. Lewis inquired as to adding language about extensions on projects unable to complete on time. Mr. McGregor said staff could add that language.

Mr. Burrus inquired about adjusting the proposed language giving applicants two months to pull permits and six months to complete the project for a total of eight months. Clarifying, Mr. McGregor asked if someone

pulled their permits within two weeks of receiving approval, they could begin construction. Mr. Burrus said yes.

Mr. Burrus made a motion to approve the new language to give façade grant applicants two months to acquire the required permits after approval by the EDC Board and six months to complete construction following the issuance of needed permits. Additionally, to add language giving discretion to the EDC Board for any extension of time, if needed. Mr. Tayamen seconded and the vote carried unanimously.

b. Discussion and possible action regarding the Forney EDC Strategic Plan

Mr. Ketteman and Mr. McGregor spent time reviewing each strategy within the five year Forney strategic plan with the board. This item was requested by Mr. Burrus at the EDC Retreat. A complete copy of the strategic plan is available in the EDC Office.

A few noteworthy items discussed, included:

Strategy 1.1.3. – Mr. McGregor said they are considering tweaking the Eggs & Updates program from a couple years ago and forming the Economic Leadership Committee, a quarterly meeting to discuss issues economic development issues in Forney. Members of this committee would include representatives from the EDC Board, City Council, Planning & Zoning, Forney ISD School Board and Kaufman County. The board agreed for EDC Staff to continue working on this piece of the strategic plan.

Mrs. Lewis also recommended looking into ways the EDC could engage the public through different avenues with social media town halls and other channels.

Strategy 1.2.9. – Mr. McGregor said this has been a difficult item due to both turnover in leadership and sometimes short notice on site visits. He said this could potentially be something to engage the Economic Leadership Committee on. Mr. Ketteman said that on site visits, the prospect wants to see the lay of the land and get an on the ground look at a community. He asked the board of their thoughts. Mr. McBeth said this item could be taken on a case-by-case basis. Echoing Mr. McBeth, Mrs. Browning said it might be something to arrange for a second or third visit, when the prospect is looking for more information/details on the site and community.

Strategy 3.1.1.-3.1.3. – Mr. Ketteman said EDC Staff are working on this. As deemed at the EDC Retreat, 2018 is the "Year of Infrastructure." EDC Staff will continue working to find and fill gaps where water or sewer may be non-existent. These areas include West Broad Street, retail property next to Kroger and Gateway.

No action was taken on this item.

c. 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.c.)

Mr. Tayamen made a motion to enter into Executive Session at 7:40 p.m. Mr. Burrus seconded and the vote carried unanimously. At this time, Mr. McBeth turned to item 5.c.

- 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 8:40 p.m. Mrs. Browning seconded and the vote carried unanimously.

Future Agenda Items

Mr. McGregor said a joint meeting would take place within the next few weeks. Interim City Manager Medford is working to coordinate this effort.

Mr. McGregor also said there would be a couple façade grant items potentially at the next meeting and a statement of ethics for the Corporation. He explained many EDCs had these and thought it would be good to include for the organization's development.

7. **Adjournment** by unanimous consent at 8:44 p.m. on motion by Mr. Alexander, seconded by Mr. Burrus.

APPROVED: KYM TAYAMEN, SECRETARY



APPROVED: JOE DAN McBETH, PRESIDENT
DATE: DECEMBER 11, 2017

