



FORNEY ECONOMIC DEVELOPMENT CORPORATION

**MINUTES
REGULAR MEETING
101 EAST MAIN STREET
FORNEY, TEXAS 75126
MAY 12, 2016
6:00 P.M.**

Notice is hereby given that the Forney Economic Development Corporation (FEDC) of the City of Forney met on May 12, 2016 at 6:00 p.m. in the City Council Chambers. President Joe Dan McBeth, Vice President & Treasurer Scott Burrus and members Jessica Browning, DeCarlo Coleman and Jon Bennett were present. Executive Director Warren Ketteman and Economic Development Coordinator Stewart McGregor were also present. Board Secretary Kym Tayamen and member Fred Alexander were absent.

1. **Call to Order** at 6:05 p.m.

2. **Invocation** – Mr. Burrus gave the invocation.

3. **Hotel Occupancy Tax (HOT) Funds Workshop**

- a. Presentation of the annual HOT Funds workshop, which is required training for all community organizations interested in receiving HOT Funds to further Forney tourism

Mr. Ketteman presented the annual Hotel Occupancy (HOT) Funds workshop and application process to several community groups. Files and the slideshow related to this event are available in the EDC Office.

4. **Consent Items**

- a. Approval of the FEDC Minutes – March 10, 2016 Regular Meeting & April 14, 2016 Regular Meeting

Mr. Burrus made a motion to approve the minutes from both the March 10, 2016 and April 14, 2016 Regular Board Meetings. Mr. Bennett seconded the motion and all other board members present voted in favor.

- b. Financial Report

Mr. Burrus gave the financial report. We are at 58.33% of the fiscal year, with revenues at 54.48% and expenditures at 73.62%. Mr. Burrus asked as to why the Professional Services budget was high. Mr. Ketteman said that several major publications hit at the same time, including design and printing costs for the new Development Map & Guide, as well as a couple of large maps for the EDC Office and City Hall Conference Room. These were one time, budgeted expenses.

- c. Executive Director's Report

Mr. Ketteman presented the Director's Report, which includes a list of office activities and current EDC projects. A complete copy of the Director's Report is available in the FEDC offices.

5. **Discussion/Action Items**

- a. Discussion and possible action concerning structural building maintenance at 106 E. Main St.

Mr. Ketteman noted the roof at the FEDC-owned property, 106 E. Main St., is experiencing leaks and other related issues. As the property owner, it is the FEDC's responsibility to take care of structural issues. Mr. Ketteman had a quote from a roofer that has experience in working on old flat roof buildings, similar to the one at 106 E. Main St. The bid was solicited by the FEDC Office on recommendation by local contractor Craig Randall. Mr. Randall recommended Covenant Roofing.

Mr. Ketteman mentioned there is money in the current FEDC budget for the cost to be absorbed.

There were two quotes within Covenant Roofing's proposal - one for a complete roofing project and another for minor patching and repairs. Mr. Bennett noted since the leaks are not at a state of emergency, the FEDC might wait until next month to approve a roofing project and solicit a few more bids in the process. Mr. McBeth requested the FEDC Office collect a few more bids in order to better compare prices before the board takes action on the item.

- b. Discussion and possible action concerning a tenant at 106 E. Main St.

Mr. Kettelman noted this item would be discussed during executive session.

After executive session, Mrs. Malinda Latham, owner of the Latham Bakery & Deli presented her proposal to the FEDC Board of occupying the FEDC-owned building at 106 E. Main Street. She noted that part of the building would need to be reconfigured in order to better accommodate a kitchen and provide customers with access to the ADA bathroom in the back of the building.

Mr. McBeth said the board would prefer to further discuss plans and details regarding building plans and adjustments, with a final decision to be reached at a future FEDC board meeting.

- c. Discussion and possible action concerning Turkey Trax Auto Show regarding contractual obligations

Mr. Kettelman brought this item to the board's attention due to concerns related to the growth of the Turkey Trax Auto Show. Last year, the FEDC Board approved Sharing the Love Foundation to overtake the Turkey Trax Auto Show. The agreement was to keep Turkey Trax in Downtown Forney for 5 years. Ms. Marian Stewart, Executive Director of Sharing the Love Foundation, spoke with the board regarding safety concerns at the event due to the high concentration of people in Downtown. Other concerns from the Police and Fire Departments were noted.

Mr. Kettelman spoke with the Forney Downtown Business Association in their monthly meeting regarding this issue, as well. Mrs. Browning asked Ms. Stewart where an alternate would be. Ms. Stewart said the Community Park, which hosts several other major community events throughout the year.

Mr. Bennett made a motion to allow Sharing the Love Foundation to move Turkey Trax outside of Downtown Forney. Mr. Coleman seconded the motion and all other board members present voted in favor.

- d. Discussion and possible action concerning economic development negotiations with current prospects.

Mr. Kettelman noted this would be covered in executive session.

After executive session, Mr. Bennett made a motion to approve a \$15,000 incentive grant to help cover relocation expenses for Emergicon. Mrs. Browning seconded the motion and all other board members present voted in favor.

Mr. Kettelman noted he would work with the attorney on drawing up a relocation contract for Emergicon's incentive grant for Mr. McBeth's signature.

6. Public Communication

There was no public communication.

7. 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.b. and 5.d.)

Mr. Burrus made a motion to go into executive session at 6:47 p.m. Mrs. Browning seconded the motion and all other board members present voted in favor.

- 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.

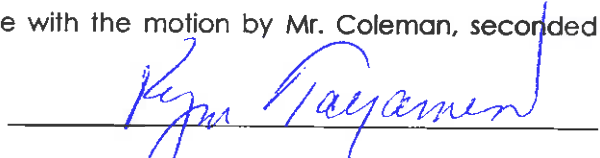
Mr. Burrus made a motion to reconvene into regular session at 8:11 p.m. Mr. Coleman seconded the motion and all other board members present voted in favor.

8. Future Agenda Items

No future agenda items noted.

- 9. **Adjournment** at 8:23 p.m. on unanimous "yes" vote with the motion by Mr. Coleman, seconded by Mr. Burrus.

APPROVED: KYM TAYAMEN, SECRETARY



APPROVED: JOE DAN McBETH, PRESIDENT
DATE: JUNE 9, 2016

