



FORNEY ECONOMIC DEVELOPMENT CORPORATION

**MINUTES
REGULAR MEETING
101 EAST MAIN STREET
FORNEY, TEXAS 75126
JUNE 8, 2017
6:30 P.M.**

Notice is hereby given that the Forney Economic Development Corporation (FEDC) of the City of Forney met on June 8, 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 Jessica Browning and Amanda Lewis were present. FEDC Director Warren Ketteman, FEDC Coordinator Stewart McGregor and FEDC Intern Elenor Griffith were also present. Directors Fred Alexander and DeCarlo Coleman were absent.

1. **Call to Order** at 6:37 p.m.
2. **Invocation** by Mr. McBeth
3. **Consent Items**
 - a. Approval of the FEDC Minutes – May 11, 2017 Regular Meeting

Mr. Burrus made a motion to approve the minutes from the May 11, 2017 regular meeting. Mrs. Browning seconded and the vote carried unanimously.

b. Financial Report

Mr. Burrus gave the financial report. We are at 66.67% of the Fiscal Year, with revenues at 67.41% and expenditures at 45.67%

c. Executive Director's Report

Mr. Ketteman gave the Executive Director's Report. A complete copy of this is available at Forney City Hall.

A few noteworthy items include the completion of the ICSC Retail Show and follow up with prospects, the annual utility providers' luncheon and the addition of landscaping in front of City Hall. Due to the downtown parking construction and recent car accident with the City Hall front doors, there is going to be a landscape buffer in front of City Hall. This will include flagpoles, a park bench and foliage to complement the rest of downtown. Ms. Lewis asked when this would be completed. Mr. Ketteman responded the project is on time and should be completed on the north side of Main Street within 2 months.

Mr. Ketteman then introduced, Ms. Elenor Griffith, the EDC Summer Intern. She said she is a senior at Southern Methodist University. Her main role for the summer is to identify downtown/US 80 corridor properties for redevelopment.

4. Discussion/Action Items

- a. Discussion and possible action concerning a redevelopment grant for 325 S. Bois D'Arc St., Forney, TX

Mr. McGregor introduced this project. The Forney Ship Center located on the south end of Downtown has applied for a redevelopment grant, with plans to turn 600 square feet of their property into executive office spaces to lease out. At this time, Mr. McGregor recognized Mr. Robert Jeansonne, who owns the property.

Mr. Jeansonne explained he planned to add 6 concrete parking spaces behind his building and to reapply asphalt to a parking area along the side of his building. He explained there would be 3 new office spaces, one at 250 square feet, one at 200 square feet and one at 125 square feet. They would still operate their shipping business in the front portion of the building, unless someone wanted to lease the entire building. In addition to the leased spaces, there would be new paint, new roof and new doors on the back side to accommodate the public.

Mr. McBeth asked if his building was ADA-accessible. Mr. Jeansonne said it was, having been approved in 2011. Ms. Lewis then asked about signage. Mr. Jeansonne explained signage would change and that he would work with the City to meet the signage codes.

Mr. Kettelman said Mr. Jeansonne recently had a Development Review Committee meeting with the Community Development office and that it met the requirements for the downtown redevelopment grant program.

Mr. McBeth asked if he would prelease the spaces. Mr. Jeansonne responded saying he didn't feel comfortable preleasing until the back parking was completed. Mrs. Browning asked about offering more parking due to his building being close to downtown. He replied saying there would be 12 spaces once completed. She also inquired regarding putting a brick/stone façade on the building. He said in 2011, he was not allowed to do that sort of thing in downtown. Mrs. Browning then asked about the roof and air conditioning controls. Mr. Jeansonne said the roof is about 10-12 years old and needs a roof with better quality. He also said he would be adding an upgraded air conditioning unit.

Mrs. Browning made a motion to approve the redevelopment grant for 50%, up to \$25,000, reimbursable upon proof of receipts. Mr. Tayamen seconded and the vote carried unanimously.

b. Discussion and possible action concerning the 2017-2018 EDC Budget

Mr. Kettelman explained that due to the changes in the budget process this year, the draft budget was being brought to them for additional consideration before it goes before council for an initial hearing on June 14, 2017. The budget is very similar to that which was presented at the March 23, 2017 special meeting with a few minor changes.

A complete copy of this draft budget is available in the FEDC Office. A few changes noted in the draft budget include the addition of a new Administrative Assistant staff member. This position would "all-in" be \$50,224.00. Under lease income, the revenue received at the EDC-owned property at 212 S. Bois D'Arc St. would be adjusted to \$0, due to the sale of the building to the tenant this fiscal year.

Under Professional Services, it was noted that the Realtor Commission for 215 S. Bois D'Arc St. and the EDC-owned land at Chestnut and Main Street would be adjusted from \$6,000 to \$0, due to paying the realtors this fiscal year on the 215 S. Bois D'Arc property, and the expiration of the listing at Chestnut and Main. Mr. Kettelman also noted the video line item, previously at \$40,000, was adjusted to \$0. He said there were plans in the works to do a video through the International City Manager's Association this fiscal year. The funds for that video, about \$17,000, would be split with the City and come out of the EDC budget this year.

Under Legal Fees, Mr. Kettelman noted this line item increased to \$26,000. He said he spoke with the City Attorney and believes the EDC should help pay a portion of his salary, consistent with the approximated time he performs work on behalf of the EDC. This number reflects about 20% of his annual salary.

Under Print Advertising, Mr. McGregor said the wall maps had decreased by about \$5,000. This is due to the EDC only planning to order one map, instead of three. He then mentioned to the board the potential for adding an electronic brochure for the EDC website. This is a new program which allows for content on your community and consistent updates to maps and other services. The board agreed this would be a good addition to the budget and \$6,500 was added for this item.

Mr. Burrus made a motion to recommend to Forney City Council the 2017-18 EDC Budget and to proceed with the aforementioned amendments. Mr. Tayamen seconded and the vote carried unanimously.

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

Following executive session, Mr. Tayamen made a motion to offer an incentive to Josh Edwards for fire lane improvements at his Bush's Chicken in the amount of \$20,000. An additional \$5,000 would be given if he

obtains a building permit within 6 months of the Bush's store opening in order to develop another commercial piece of his property. Mr. Burrus seconded and the vote carried unanimously.

5. Public Communication

There was no public communication.

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. Also Section -§ 551.071, consultation with attorney in regard to HP Forney 548 Partners. (Related to Section 4.c.)

Mrs. Browning made a motion to enter into Executive Session at 8:06 p.m. Mr. Burrus seconded and the vote carried unanimously. After adjourning into Executive Session, Mrs. Browning excused herself in order to attend another obligation.

- 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 reenter into open session at 9:15 p.m. Mr. Tayamen seconded and the vote carried unanimously.

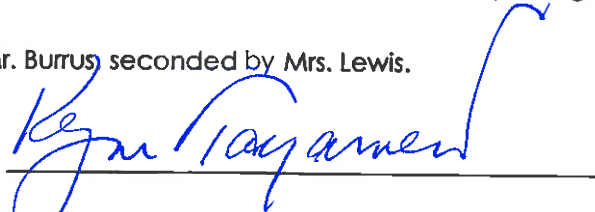
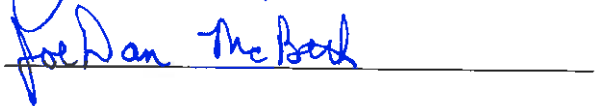
At this time, Mr. McBeth returned to Item 4.c.

7. Future Agenda Items

Mr. McGregor said the EDC meeting for July would be canceled due to the City requesting all City departments cancel all meetings for the month.

- 8. **Adjournment** by unanimous consent on motion by Mr. Burrus seconded by Mrs. Lewis.

APPROVED: KYM TAYAMEN, SECRETARY

APPROVED: JOE DAN McBETH, PRESIDENT
DATE: AUGUST 10, 2017