



FORNEY ECONOMIC DEVELOPMENT CORPORATION

**MINUTES
REGULAR MEETING
101 EAST MAIN STREET
FORNEY, TEXAS 75126
FEBRUARY 13, 2019
6:30 P.M.**

The Forney Economic Development Corporation (FEDC) of the City of Forney met on February 13, 2019 in Council Chambers. Vice President & Treasurer Scott Burrus, Secretary Kym Tayamen, and Directors Fred Alexander, DeCarlo Coleman, and Amanda Lewis were present. Executive Director Warren Ketteman, Specialist Stewart McGregor, Administrative Assistant Mary Wilson and City Attorney Jon Thatcher, were also present. President Joe Dan McBeth and Director Jessica Browning were absent.

1. **Call to Order** at 6:31p.m. by Vice-President Burrus.
2. **Invocation** By Mr. Burrus.
3. **Public Communication**

There was no public communication.

4. **Minutes & Reports**

- a. Approval of the FEDC Minutes – January 17, 2019 Regular Meeting

Mr. Alexander made a motion to approve the January 17, 2019 minutes. Mr. Tayamen seconded, and the vote carried unanimously.

- b. Financial Report

Mr. Burrus gave the financial report. We are at 33% of the fiscal year, with revenues at 35.33%, and expenditures at 14.98%.

Mr. Coleman entered the meeting at 6:36 p.m.

- c. Executive Director's Report

Director Ketteman gave the Executive Director's Report. A few noteworthy items:

- Director Ketteman discussed the North Central Texas Council of Governments Economic Development District (NCTCOG EDD) committee meeting. He stated he serves on the advisory board and discussed the organization's purpose.
- Director Ketteman told the Board that he was the guest speaker at the Forney Area Networking Group (FANG) and that he spoke to the group about pursuing and retaining retail businesses in the City, requiring interactive participation from the attendees.
- Director Ketteman said that there was a preconstruction meeting and that construction of the spillway and repair to the drainage channel at the detention pond is scheduled to begin February 18th.

5. **Discussion/Action Items**

- a. Discussion and possible action regarding a redevelopment grant application for 112 W. Trinity Street.

Ms. Larke Lopez is a Forney resident and owns what is currently a home at 112 W. Trinity Street. It is located behind Crumbzz and across from the AT&T building and Bell Park. She would like to move her salon business into this building and provide additional suites to rent out to other stylists. She also plans to provide a parking lot on the corner of the site, which she has mentioned could be additional parking for downtown during the evening.

Director Ketteman told the Board that the property is part of the Downtown Commercial Zone and therefore rezoning is not necessary.

Mr. Burrus asked Ms. Lopez to explain her vision and she gave the history of her business. She said she wants to create suites to rent to hairdressers and she will be the owner, not the boss. She wants five stations, three full-time and two part-time. Ms. Lopez plans on eight parking spaces. In the future she would like to convert the garage into a spray tan salon.

Ms. Lewis made a motion to approve the redevelopment grant. Mr. Tayamen seconded and the vote carried unanimously.

b. Discussion and possible action regarding proposals for schematic renderings of East Main Street

At their November retreat, the Forney City Council highlighted the expansion of downtown as a key goal for the near future. With the Victorian Village development as a new end cap for downtown and the East Main corridor, staff recommend the EDC consider providing some renderings of what the East Main corridor could look like in the coming years. Staff solicited two proposals from civil engineering/planning firms.

Ms. Lewis inquired as to the time frame for the renderings and Director Ketteman estimated between three and six months. He said that the Main Street development would be occurring over the next five years with road widening, sidewalks, and redevelopment of current properties and we need to recognize that we need a vision. Mr. Tayamen recommended signage and Mr. Ketteman explained the location of the new downtown boulder signs but that they were not downtown specific. Mr. Tayamen suggested the area from Victorian Village to downtown have a name such as "Main Street East".

Director Ketteman explained that there is limited space available for new businesses in the older buildings. Specialist McGregor informed the Board that City Council supports mixed use retail/residential for the area.

Director Ketteman recommended the Board accept the proposal from Eric Davis Engineering as the qualified lower cost proposal and they are located in the downtown area and have a vested interest.

This item will require a budget adjustment to move money from our EDC Fund Balance to Professional Services and will require Council approval.

Mr. Coleman made a motion to accept the proposal from Eric Davis Engineering. Mr. Alexander seconded, and the vote carried unanimously.

c. Discussion and possible action regarding a proposal for meeting facilitation services for ICSC RECON

EDC Staff is currently getting ready for the ICSC show. As staff prepare, they have had discussions on taking a new approach to working the show. In the past, staff would email a variety of retailers to try and set up meetings. These efforts have typically returned a handful of meetings, but not as many as staff would prefer. Staff's idea for this year is to obtain a consultant to help facilitate meetings using their network of contacts, including both retailers and developers.

Staff solicited a proposal from Winning Development, which is owned by two individuals in the Dallas area with years of experience in economic development. The goal for Winning Development is to facilitate at least 8-10 meetings between the FEDC and developers/retailers at the show.

Specialist McGregor told the Board that interest in Forney is expanding but there has been some difficulty in setting meetings. The EDC reaches out several different ways to meet with retail developers and would like to use a facilitator who has a relationship with the developers. The EDC has relationship with brokers but needs to meet with the developers. Director Ketteman covered the excellent qualifications of the team at Winning Development. He explained that they have provided us with a proposal to provide ten meetings with developers at a total cost of \$4,000. Director Ketteman explained that this would not be an additional expense from the budget, but that we can move money from the medical incentive funds that have not been used to professional services.

Mr. Tayamen asked if this would be a step up in professionalism and Specialist McGregor said yes, so developers can see the opportunities, not just retailers. We would like to see entertainment, movies, bowling alleys, etc. Ms. Lewis said she thinks it is a great idea.

Mr. Tayamen made a motion to accept the proposal for meeting facilitation services and to move funds from Medical Incentive to Professional Services. Mr. Coleman seconded, and the vote carried unanimously.

d. Discussion and possible action regarding proposals for a retail trade area study for "Project Circus"

At the ICSC Texas show several weeks ago in Fort Worth, FEDC Staff met with a prospect they have been visiting with for about 2 years. This retail prospect, known as "Project Circus" has requested additional information regarding Forney's retail trade area and consumer analysis. Staff solicited proposals from several companies that perform these analyses.

Specialist McGregor told the Board that E-Site provided a free report, but the retailer needs more evaluation of similar areas to determine market share. The EDC asked to move funds from medical incentives budget to professional services to fund the study. There was discussion regarding the area of the study and whether the study would be of value for other retailers. Director Kettelman explained that this study is site specific and that the information changes annually, so we must update the information via new studies.

Mr. Alexander made a motion to accept the proposal from E-Site and to move \$5,000 from Medical Incentive to Professional Services. Mr. Coleman seconded, and the vote carried unanimously.

e. Discussion and possible action regarding an amendment and correction of contractual documents between the FEDC and LCG Highway 80, LLC

Following executive session Mr. Tayamen made a motion to amend the 5th Correction Deed and Purchase and Sale Agreement between Forney Economic Development Corporation and Leon Capital. Mr. Alexander seconded, and the vote carried unanimously.

Executive Director Kettelman will update the board on this item in Executive Session.

6. Discussion/Action Items

- 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 deliberation regarding the offer of a financial or other incentive to a business prospect. (Related to Sections 6.a.) Also Section -§ 551.071, consultation with attorney.

Mr. Tayamen made a motion to enter into Executive Session. Ms. Lewis seconded, and the vote carried unanimously. The time was 7:20 p.m.

- 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. Alexander made a motion to enter back into Regular Session. Mr. Coleman seconded, and the vote carried unanimously. The time was 8:07 p.m.

At this time, Vice-President Burrus turned to item 5.e.

7. Future Agenda Items

There were no future agenda items.

8. Adjournment

Adjournment by unanimous consent at 8:08 p.m. on motion by Mr. Coleman seconded by Ms. Lewis.

APPROVED: SCOTT BURRUS, VICE-PRESIDENT

APPROVED: KYM TAYAMEN, SECRETARY
DATE: MARCH 14, 2019



Two handwritten signatures in blue ink are positioned above two horizontal lines. The top signature is highly stylized and appears to be 'Scott Burrus'. The bottom signature is more legible and reads 'Kym Tayamen'.