



## FORNEY ECONOMIC DEVELOPMENT CORPORATION

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

Notice is hereby given that the Forney Economic Development Corporation (FEDC) of the City of Forney met on June 13, 2019 at 6:30 p.m. in the City Council Chambers. President Joe Dan McBeth, Vice President & Treasurer Scott Burrus and Directors Jessica Browning, DeCarlo Coleman and Amanda Lewis were in attendance. FEDC Executive Director Warren Ketteman and Specialist Stewart McGregor were also in attendance. Director Fred Alexander and Administrative Assistant Mary Wilson were absent.

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

There was no public communication.

**4. Minutes & Reports**

- a. Approval of the FEDC Minutes – May 9, 2019 Regular Meeting

Mrs. Lewis made a motion to approve the May 9, 2019 minutes and Mr. Burrus seconded. All members voted in favor, except for Mrs. Browning who abstained.

- b. Financial Report

Mr. Burrus gave the financial report. We are at 66.67% of the fiscal year with expenditures at 29.35% and revenues at 71.55%.

- c. Executive Director's Report

Mr. Ketteman gave the Director's Report. A complete copy of this report is available in the FEDC Office. A few noteworthy items he mentioned:

- The EDC attended the annual ICSC Retail Show in May where they held 30 meetings.
- The EDC partnered with Kaufman, Terrell and the SBDC to host a Google My Business seminar which had around 60 attendees.
- Mr. Ketteman attended a recruiting trip to Chicago with the Dallas Regional Chamber where he met with several site selectors.
- Mr. Ketteman attended the Select USA foreign direct investment trade show in Washington, D.C. with Team Texas.
- The West Broad Sewer project is underway. There's currently clearance with the gas company taking place due to a transmission line that's located near the project.
- The Trailhouse Road project is underway. The EDC will host a groundbreaking event soon.
- Eric Davis Engineering is putting the final touches on the downtown visioning project, which will be presented to the City Council at their next meeting.

**5. Discussion/Action Items**

- a. Discussion and possible action regarding the appointment of a new FEDC Board Secretary

Mr. Ketteman explained that Mr. Kym Tayamen recently tendered his resignation as an EDC Board Member due to a new job opportunity that requires him to work nights. He said the board would need to appoint a new Secretary to take Mr. Tayamen's position. After discussion among board members, Mrs. Lewis volunteered to be Board Secretary.

Mrs. Browning made a motion to appoint Mrs. Lewis as Board Secretary, effective immediately. Mr. Burrus seconded and the vote carried unanimously.

**b. Discussion and possible action regarding a sponsorship for local 2020 U.S. Census promotion**

Mr. Kettelman explained the importance of US Census data and its direct effect on EDOs and ability to obtain different mechanisms of government funding. He recognized Mr. Ken Leonard, Partnership Specialist with the US Census to discuss his request. Mr. Leonard, a Forney resident and former FEDC Board Member, stated that he is working for the 2020 US Census building relationships with communities and counties in the Northeast Texas area to raise awareness and public relations related to the Census. He said he is working in Forney and Kaufman County to create a Complete Count Committee to ensure the Census is marketed to residents and target those that are unlikely to respond to a Census of their residence.

He requested the board provide \$3,000 to sponsor this complete count committee. He mentioned he is working with other EDCs in the area to help sponsor as well so word can get out on the importance of responding to the Census. Mr. McBeth inquired as to what the percent of uncounted people amounted to in Forney and Kaufman County. Mr. Leonard said approximately 15% are unresponsive in Forney, while Terrell and Kaufman have estimated unresponsive rates around 25%.

Mr. Kettelman said the sponsorship would be an internal budgetary movement from the "EDC Project Expense" line item to the "Marketing" line item. Mr. Burrus made a motion to approve an internal budgetary move of \$3,000 from EDC Project Expense to Marketing for the purpose of sponsoring the 2020 Census Complete Count Committee. Mrs. Lewis seconded and the vote carried unanimously.

**c. Discussion and possible action regarding commitment of funds for downtown parking next to the sub-courthouse**

Mr. Kettelman explained this item concerns the parking lot next to the Subcourthouse in Downtown Forney. This lot would provide approximately 72 new parking spaces in downtown to alleviate some of the daytime parking concerns due to several hundred employees that work in downtown. Mr. Kettelman stated the City Engineer said the total cap on costs (materials and labor) would cost no more than approximately \$90,000. This estimate decreased from \$150,000, which was quoted several months ago. Mr. Kettelman recommended the EDC absorb \$50,000 of the costs and the City take \$40,000. He also stated the Eric Davis Engineering provided the engineering services for the lot free of charge.

Mrs. Browning made a motion to approve funding of the Downtown parking lot at 50% up to \$45,000. Mr. Coleman seconded and the vote carried unanimously.

**d. Discussion and possible action regarding economic development negotiations with current prospects**

Mr. McBeth stated this item would be discussed following Executive Session.

Following Executive Session, Mr. McBeth recognized Chris Briggs to discuss his business and incentive request.

Mr. Briggs said he is an athletic trainer in Forney. He played college and professional football and began training students at Forney Community Park several years ago. His business has grown to currently 50-60 students. 6 months ago, he signed a 3 year lease for 5,000 square feet of space on Profit Row at Mustang Creek Business Park. Since then, he has worked to improve the building as time and money allowed. This includes batting cages, field space and other similar improvements. He stated he's invested approximately \$40,000-\$50,000 of funds into his space.

Mr. Kettelman said if any incentive funds were approved by the Board, he would need to obtain approval by the Kaufman County Commissioner's Court due to Mr. Briggs' business being located in the ETJ of Forney. Mrs. Lewis asked how many new added jobs there would be. Mr. Briggs said he's slow to hire, targeting skills in specific sports. He mentioned he plans to hire approximately 10-15 new employees. Mr. McGregor asked if these employees would be contract or full-time. He confirmed they would be full-time and hired within 12 months. Mr. Briggs said he continues to rapidly grow with new students. Mr. McBeth asked about how much equipment Mr. Briggs would need to purchase. Mr. Briggs said he would spend around \$4,000

on initial purchase of equipment for training machines. He said equipment purchasing will be in phases as he grows and is able to purchase the equipment. Mrs. Browning inquired as to his planned HVAC costs of \$6,000. Mr. Briggs said his units were donated and the \$6,000 number is for the installation of the units on the building.

Mrs. Browning made a motion to approve an incentive for up to \$6,000 to install HVAC units and \$1,500 per new full-time job created over a 12 month period, capped at 15 FTE jobs. She also declared the incentive a project for Mr. Briggs' site at 11874 S. Profit Row, Forney, TX 75126. Mr. Burrus seconded and the vote carried unanimously.

#### **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 deliberation regarding the offer of a financial or other incentive to a business prospect. (Related to Sections 5.c. and 5.d.) Also Section -§ 551.071, consultation with attorney.

Mrs. Browning made a motion to enter into Executive Session and Mr. Burrus seconded. The vote carried unanimously. The time was 7:08 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. Burrus made a motion to enter back into Open Session and Mr. Coleman seconded. The vote carried unanimously. The time was 8:09 p.m.

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

#### **7. Future Agenda Items**

Mr. McGregor noted that next month the board would consider and make a recommendation to Forney City Council regarding HOT Funds applications.

- 8. Adjournment** by unanimous consent at 8:37 p.m., on motion by Mr. Burrus, seconded by Mrs. Browning.

APPROVED: JOE DAN MCBETH, PRESIDENT



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APPROVED: AMANDA LEWIS, SECRETARY  
DATE: JULY 11, 2019



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