

**MINUTES
CITY OF DENTON
ECONOMIC DEVELOPMENT PARTNERSHIP BOARD
June 13, 2018**

After determining that a quorum was present, the Economic Development Partnership Board convened on Wednesday, June 13, 2018, at 11:05 a.m. The meeting was held in the City Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas, 76201.

PRESENT: Bob Eames, Jimmy Mejia, Carrell Ann Simmons, Keely G. Briggs, Jill Jester, Michael Rondelli, Jim Fykes, and Steve Edgar

ABSENT: Carine Feyten, Neal Smatresk, Marty Rivers, and John Baines

EX-OFFICIO: Absent: Chuck Carpenter, Jamie Wilson and Todd Hileman

STAFF PRESENT: Caroline Booth, Adam Gawarecki, Julie Glover, Kim Phillips, Karen Boenker and Michelle Coughlin

Prior to the start of the Work Session, Booth opened the meeting and mentioned that due to the absence of the EDPB Chairperson and the Vice-Chairperson, the EDPB would need to make a recommend and vote for a chairperson to conduct the meeting. Simmons made a motion to recommend Jill Jester. Briggs seconded the motion. The vote to recommend Jester was approved unanimously with a vote of 7-0.

1. WORK SESSION

A. EDP18-034 Consider approval of the minutes of the June 13, 2018 meeting.

Eames made a motion to approve the minutes of the June 13, 2018 meeting as presented. Fykes seconded the motion. The motion was approved unanimously with a vote of 7-0.

Edgar arrived.

B. EDP18-035 Receive a report, hold a discussion, and give staff direction regarding the Fiscal year 2018 budgets for the City of Denton's department of Economic Development and the Denton Chamber of Commerce's Office of Economic Development.

Booth presented the FY 2018-19 proposed budget for the City's Department of Economic Development and highlighted the following achievements to date.

- Located US Cold Storage and expanded Fisher 59 in Denton in conjunction with the Denton Chamber of Commerce Office of Economic Development. Of note, together, these two projects will add approximately forty million in new value to the City of Denton.
- Increased year over year participation in our small business programs

- Launched new outreach efforts including a Denton Developments column for the Denton Business Chronicle and a video series which serves to educate the general public about Economic Development in Denton. The series is broadcasted on DTV. Councilmember Briggs suggested that links to both of these should be included on the Economic Development Partnership website.
- Implemented new performance measures for the Economic Development Department, there are now seventeen total performance measures. Booth expanded on each of the new measures within the presentation.

Booth outlined a few of Economic Development's FY 2018-19 Goals:

- Complete the revision of the Public Improvement District guidelines.
- Working on leveraging Denton's designation of as a "Music Friendly Community" and a "Film Friendly Community"
- Streamlining the operations of the Public Art Committee
- Texas commission on the arts Cultural District program

Booth also expounded on information regarding containment strategies, Economic Development staff cross- training, process improvements, and revenue/expenditures.

Gawarecki presented the FY 2018-19 proposed budget for the Denton Chamber of Commerce's Office of Economic Development and highlighted the following achievements.

- Fulfilled all deliverables in the City/Chamber contract
- 29 prospects and leads were generated with a 93.1% response rate
- 6 site visits from 6 different companies as a result of 29 prospects
- US Cold Storage and Fisher 59 located here in due part to the ED/Chamber contract
- Team Texas, marketing organization 104 communities participate, Adam recruited to a board position with Team Texas. In order to be a part of Team Texas you must be indicated in the State's top 20 most aggressive marketing organizations
- Adam TEDC workforce development committee representative
- Raised number of private investors by 4 – Total of 66 investors with approximately \$68,000 in private investment for total of 66 investors
- Increased investment in website and media activity

Gawarecki also spoke about marketing, both current efforts and marketing plans for FY18-19

C. EDP18-037

Receive a report, hold a discussion, and make recommendation to City Council regarding changes to the Downtown Reinvestment Grant Program's funding source, policy, and procedures.

Glover reported on changes to the Downtown Reinvestment Grant Program's funding source, policy, and procedures. Glover mentioned the current grant program was created in 2007 and provides grants that are used for capital improvements in the "DTIP" (Downtown Implementation Plan) area. The grant is tied to historic preservation and restoration of buildings in the DTIP area.

Councilmember Briggs made a request to pause Glover's presentation to announce to the Board that she would need to leave for her 12:00 p.m. meeting. Briggs asked Chairperson Jester if she could ask her pre-prepared questions before she had to leave. Chairperson Jester then inquired as to whether there would be a quorum after Briggs left the meeting. Booth confirmed yes, quorum would still be met, as Steve Edgar had joined the meeting after the Work Session had begun.

Council member Briggs asked where the current cap of \$25,000 originated, and if this cap could be increased. Glover answered that it is possible for the amount to be increased, City Council would make that update if they chose, and the topic will go before the City Council soon. Glover continued and said the cap was limited because each year the fund receives \$100,000 which in turn would allow for four grants in the amount of \$25,000 per project/per year.

Glover continued and outlined the proposed changes to the downtown re-investment funding source, policy, and procedures and conveyed the Downtown Task Force recommended these changes with a vote of 10-1, and the TIRZ Number One Board recommended the changes with a vote of 5-0.

Glover ended by conveying that staff is looking for a recommendation from the EDPB regarding the changes to the funding source and the policy and procedures for the reimbursement grant.

Chairperson Jester then called for a vote regarding the recommend the changes as presented. Rondelli made a motion to recommend to City Council the changes to the funding source and policy and procedures for the reimbursement grant. Mejia seconded the motion. The Motion was approved unanimously with a vote of 8-0.

D. EDP18-038

Staff Reports: The Board chose to forgo Staff Reports in the interest of time, and also the information is included in the agenda packet back-up information if anyone has any questions.

1. April 2018 STaND Report

2. May 2018 City RFI Activity Summary

3. Year-to-date City Direct Lead Summary.

4. June 2018 Chamber Activity Report.

2. CONCLUDING ITEMS

- Fykes requested a review of industrial property that is available within the City limits in order to see where the City has grown and where growth will potentially occur in the future. Booth mentioned that staff will provide a map of the currently zoned industrial areas, including updates in the current code and zoning.

The meeting adjourned at 12:06 p.m.