

**MINUTES**

**CITY OF DENTON  
ECONOMIC DEVELOPMENT PARTNERSHIP BOARD  
June 14, 2017**

After determining that a quorum was present, the Economic Development Partnership Board convened on Wednesday, June 14, 2017, at 11:30 a.m. The meeting was held at the Denton Public Safety Training Facility, 719 E. Hickory, Denton, TX, 76201.

**PRESENT:** Larry Parker, Cleve Breedlove, Tom McCoy, John Baines, Steve Edgar, Carrell Ann Simmons, Jimmy Mejia, Jim Fykes, Marty Rivers, and Greg Johnson

**ABSENT:** Neal Smatresk, Carine Feyten, and Joey Hawkins

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

**STAFF PRESENT:** Caroline Booth, Christina Davis, Erica Sullivan, Michelle Coughlin, Adam Gawarecki, Karen Boenker, Bryan Langley, and Mario Canizares

**GUESTS:** Deb Armintor, Dalton Gregory

**1. WORK SESSION**

**A. EDP17-028 Receive a report, hold a discussion, and give staff direction regarding the proposed FY 2017-18 budgets of the City's Department of Economic Development and the Chamber of Commerce's Office of Economic Development.**

Booth presented the FY 2017-18 proposed budget for the City's Department of Economic Development. Booth opened the discussion by listing the responsibilities of the Economic Development department. Booth continued and noted several items that have been accomplished by the Economic Development office to date, including: Moving the Governor's Office of Economic Development and Dallas Regional Chamber request for proposal responses in-house and developing a resource library; completing the second and final year of the EDP's Strategic Action Agenda; hosting the first annual Small Business week event.

In addition to speaking about current and proposed performance measures, Booth also outlined goals for the Economic Development department, including: implementing Total impact 2.0; revising the 2016 City of Denton Police for Tax abatement and incentives; finalizing incentive contract templates; instituting new

performance measures related to recruitment and business retention efforts, workforce development, small business, downtown customer service, and initiatives. Booth will be writing a monthly column for the Denton Business Chronicle, and developing a DTV series on economic development.

Booth also spoke about cost containment strategies which have been implemented, as well as listing current and future process improvements.

Booth gave an operations detail as relates to the chapter 380 grant payments.

Gawarecki presented information regarding the proposed FY 2017-18 Denton Chamber Office of Economic Development's budget.

Gawarecki highlighted accomplishments for FY 2016-17 which include: to date, 85 leads with 47 proposals sent or engaged; hosting eleven site visits from nine different companies; conducting marketing trips; raising the number of private investors in the Economic Development Partnership to 63, and raising the amount of private investment in the Partnership.

Gawarecki highlighted a list of goals for FY 2017-18, including fulfilling the requirements as stated in the City/Chamber ED Contract; increasing the number of site visits; raising the number of private investors to 65; and raising the amount of private investment in the Partnership.

As relates to Economic Development marketing trips, Gawarecki mentioned that only the trips that have produced positive results (in FY 2016-17) will be duplicated in FY 2017-18.

Gawarecki also spoke about current and proposed performance measures, process improvements and cost containment strategies.

**B. EDP17-029      Receive a report, hold a discussion, and give staff direction regarding the role and duties of the Economic Development Partnership Board.**

Booth gave background information regarding the partnership between the City of Denton and the Denton Chamber of Commerce, which was established in 1986. Ordinance Number 2003-258, section 2-254 outlines the duties and responsibilities of the Board. "The role of the Board is to provide economic development policy guidance. The Board may make recommendations to the City Council and Chamber." The Ordinance goes on to list the duties of the Board, as well as the composition of the Board members, their qualifications and tenure.

There was discussion about the following items:

- Composition and function of the EDP Board.
- Term limits of the EDP Board.
- Breedlove requested an update regarding the municipal airport.
- Gregory suggested the City's ED staff give an example of one incentive agreement to the City Council.
- Johnson resigned his position as the City Council representative of the Board.

**C. EDP17-030      Receive a report, hold a discussion, and give staff direction regarding the 2017 Economic Development Partnership Board nominations.**

Booth presented the process for nominating EDP Board members as follows: The City Council appoints a three member Nominating Committee (two Council members and one Chamber of Commerce Board of Directors member); the Nominating Committee reviews who is eligible for reappointment and/or which positions need to be filled and verifies that returning and new members are willing to serve; the slate of nominees will be presented to the Council on August 15, 2017.

The following EDP Board members' terms expire in 2017:

Greg Johnson

Jim Fykes, Larry Parker, Cleve Breedlove, and John Baines.

**D. EDP17-033      Receive a report and hold a discussion regarding the Denton City Council's recent work session related to Tax Increment Financing Reinvestment Zone Number One (Downtown TIF).**

Booth conveyed to the Board that City Council members recently requested a work session on the Downtown TIF, which was presented on June 6. Staff covered general information about its formation, types of eligible projects, currently committed funds, and fund balance. Discussion centered around the participation of only one taxing entity, the sequestration of tax revenue for use in only one part of the city, the necessity of a TIF in an area that is successfully redeveloping and has high property values, and policy questions on how TIF funds should be used (i.e., large vs. smaller projects).

1:00 p.m. Edgar left the meeting.

**1. REGULAR MEETING - 1:10 p.m.**

**A. EDP17-031      Staff Reports:**

1. June 2017 EDP Board Report
2. April 2017 STaND Report

Out of respect for each Board member's schedule, there was no formal discussion about either the June EDP report or the April STaND report. A Copy of each was provided for the Board members in their packet of information, as well as online through the iLegislate site.

**B. EDP17-032 Consider a recommendation to the Denton City Council regarding approval of the Proposed FY 2017-18 budgets of the City's Department of Economic Development and the Chamber of Commerce's Office of Economic Development.**

Fykes made a motion recommending to the City Council approval of the Proposed FY 2017-18 budgets of the City's Department of Economic Development and the Chamber of Commerce's Office of Economic Development. Simmons seconded the motion. The motion was approved unanimously with a vote of (9-0).

**C. EDP 17-034 Consider approval of the minutes of the April 13, 2017, meeting.**

Simmons made a motion to approve the minutes as presented. Rivers seconded the motion. The motion was approved unanimously with a vote of (9-0).

**The Meeting adjourned at 1:13 p.m.**