



City of Denton

City Hall
215 E. McKinney St.
Denton, Texas 76201
www.cityofdenton.com

Meeting Agenda

Economic Development Partnership Board

Thursday, February 2, 2023

8:30 AM

Development Service Center Training Rooms

CANCELLED-02/01/2023 @ 12:18 P.M.-Downtown Economic Development Committee

After determining that a quorum is present, the Economic Development Partnership Board of the City of Denton, Texas, will convene in a Regular Meeting on Thursday, February 2, 2023, at 8:30 a.m. in the Development Service Center Training Rooms 1 and 2 at 401 N. Elm Street, Denton, Texas at which the following items will be considered:

1. ITEMS FOR CONSIDERATION

- A. [EDP23-010](#) Elect a Vice-Chair to the Downtown Economic Development Committee.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - DEDC Policy](#)

- B. [EDP23-011](#) Consider approval of the minutes of November 3, 2022.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)
[Exhibit 2 - November 3, 2022 DEDC Minutes](#)

- C. [EDP23-013](#) Receive a report, hold a discussion, and give staff direction regarding the meeting dates and times for calendar year 2023.

Attachments: [Exhibit 1- Agenda Information Sheet](#)
[Exhibit 2 - Meeting Dates](#)

- D. [EDP23-012](#) Staff Reports:
1. Downtown Grant Policy Update (Christina Davis)
 2. Openings/Closings (Christine Gossett)
 3. Denton Main Street Association Update (Christine Gossett)
 4. The Square Occupancy & Vacancy Analysis (Wayne Emerson)
 5. Downtown Master Plan Update (Ron Menguita)
 6. Next Meeting: March 2, 2023

Attachments: [Exhibit 1 - The Square O & V Analysis](#)

2. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Economic Development Partnership Board or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Economic Development Partnership Board reserves the right to adjourn into a Closed Meeting on any item on its open meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on January 26, 2023, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



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Legislation Text

File #: EDP23-010, **Version:** 1

AGENDA CAPTION

Elect a Vice-Chair to the Downtown Economic Development Committee.



AGENDA INFORMATION SHEET DOWNTOWN ECONOMIC DEVELOPMENT COMMITTEE

DEPARTMENT: Economic Development

ACM: Christine Taylor

DATE: February 2, 2023

SUBJECT

Elect a Vice-Chair to the Downtown Economic Development Committee.

BACKGROUND

The Downtown Economic Development Committee (DEDC) serves as a subcommittee of the Economic Development Partnership Board (EDPB) to assist in the implementation of its duties. The EDPB adopted a policy outlining the roles and responsibilities and selection of officers for the DEDC on August 14, 2019.

A component of the policy is a requirement that at least one member of the EDPB serve on the DEDC as the Chair. The policy includes a provision that the chair of the DEDC must be a member of the EDPB. At the Jan. 11, 2023 EDPB meeting, Jesse Davis was appointed to the DEDC as the Committee Chair.

Per the DEDC policy, a vice-chair may be selected from any remaining members of the DEDC. As such, the following DEDC members are eligible for nomination:

Peggy Capps, Historic Preservation
Tracey Long, Main Street Association President
Hank Dickenson, CVB Board Chair
Melissa Lenaburg, Property Owner, Downtown Resident
Beth Lewis, Texas Woman's University
Brock McKnight, First United Bank

Nick Miller, The Martino Group
Bob Moses, Business Owner, Property Owner
Georgina Ngozi, Greater Denton Arts Council
Jill Herbst, Business Owner
Rina Maloney, Denton County
Jason Bodor, Business Owner

EXHIBITS

1. Agenda Information Sheet
2. DEDC Policy

Respectfully submitted:
Christina Davis
Business Development Administrator

Prepared by:
Matilda Weeden
Economic Development Specialist

Downtown Economic Development Committee Policy

Authorization and Purpose

The Economic Development Partnership Board (“EDPB”) has authority to create subcommittees or task forces to assist in implementation of its duties. The Downtown Economic Development Committee (“DEDC”) was created by the EDPB pursuant to this authority.

The purpose of the DEDC is to advise the EDPB on matters related to economic development in the area generally depicted in **Attachment 1** (“Downtown Denton”) or any matters that may impact economic development in Downtown Denton. The EDPB may request the DEDC review specific items or City staff may bring matters forward to the DEDC without direction from the EDPB so long as the matter is related to Downtown Denton economic development. The DEDC will also make recommendations to TIRZ Board No. 1 regarding the Downtown Incentive Reimbursement Grant program.

Items that may be brought forward for review or recommendation from the DEDC include, but are not limited to: capital projects; engineering, streets, sidewalks, and traffic signal improvements; public safety; design standards and guidelines; historic preservation; special events; parks and landscaping; parking and transportation; creative economy; business recruitment, retention, and expansion; solid waste and recycling; incentives; and, real estate.

If a project or item is related to Downtown Denton, but is located outside of the bounds of the map in Attachment 1, the item may still be brought forward to the DEDC for review or recommendation.

Membership and Structure

The DEDC will be made up of 9 to 13 individuals, who represent the diversity of Downtown Denton stakeholders. The DEDC will have a maximum membership of 13 individuals. The EDPB will appoint DEDC members that represent the multitude of Downtown Denton stakeholders. While there is no requirement to include members of specific groups or organizations, it is the intent of the EDPB that DEDC members include: Downtown Denton property owners, Downtown Denton business owners, a representative from Denton County, a representative of the Denton Chamber of Commerce, a representative from the Convention and Visitors Bureau, Downtown Denton developers, finance or banking professionals, Downtown Denton residents, a representative with knowledge of historic preservation, a representative with general knowledge of urban planning, representatives from arts-related organizations, representatives from UNT, TWU, and NCTC, or any other individual whose qualifications, background, or experience can significantly contribute to the mission of the DEDC. A representative from the executive committee of the Denton Main Street Association will serve as a voting member of the DEDC.

Recommendations for appointments for new or additional members will be made by either the DEDC or members of the EDPB.

Appointments and re-appointments to the DEDC will be made by the EDPB annually.

Members of the DEDC will serve two-year terms, with a term limit of three consecutive two-year terms. For the initial appointment of the DEDC, appointed members will draw lots to determine members who will serve a one-year initial term and members who will serve a two-year initial term. Members who serve an initial one-year term are eligible to serve three full two-year terms. Once a member has reached the 3-term maximum, the member must have a full-year off the DEDC before he/she can be considered for reappointment.

At least one member of the EDPB will serve on the DEDC.

At least annually, the DEDC will select a Chair and Vice Chair. The Chair will be selected from the members of the EDPB serving on the DEDC. If there is more than one EDPB member serving on the DEDC, the DEDC may select one of the EDPB members to serve as Chair or may select multiple members to serve as Co-Chairs. The Vice Chair of the DEDC will be chosen from any member of the DEDC.

The DEDC will follow the City's adopted Handbook for Boards, Commissions, and Council Committees attendance policies.

Meetings and Reporting

The DEDC will hold regularly scheduled meetings monthly, at a date and time to be determined by the DEDC. If there is no business or items for discussion, the DEDC Chair (or Vice Chair in the event of the absence of a Chair) may cancel a scheduled meeting. The DEDC may call special meetings as needed.

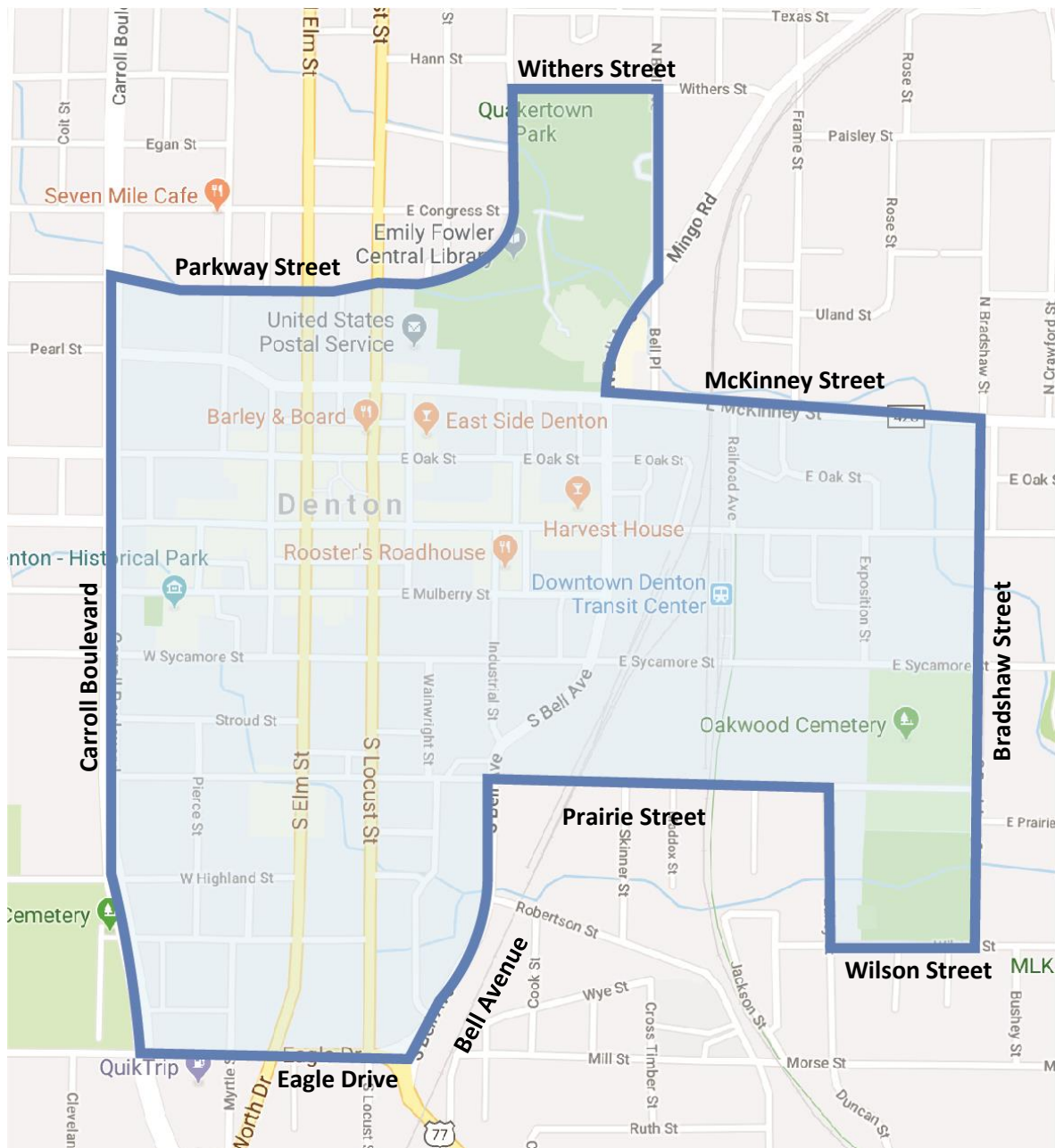
The DEDC will comply with the requirements of the Texas Open Meetings Act. All meetings will be open to the public. Proper notice of meetings will be posted in accordance with City policy at least 72-hours in advance. Minutes will be kept for all DEDC meetings and submitted to the DEDC for review and approval.

For meeting purposes, a quorum of the DEDC is a majority of current members. For example, if the DEDC has 9 members, 5 members shall constitute a quorum. If the DEDC has 13 members, 7 members shall constitute a quorum.

Any recommendation made by the DEDC, including recommendations made by vote, will be presented as advisory opinions of the DEDC to the EDPB. No recommendation is considered a binding action and does not obligate the EDPB to concur with a recommendation.

The DEDC Chair will prepare or present a report on the DEDC at least quarterly to the EDPB. An item will be placed on EDPB agendas at least quarterly to allow for the EDPB to discuss the DEDC report and hear from the DEDC Chair.

ATTACHMENT 1





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Legislation Text

File #: EDP23-011, **Version:** 1

AGENDA CAPTION

Consider approval of the minutes of November 3, 2022.



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AGENDA INFORMATION SHEET DOWNTOWN ECONOMIC DEVELOPMENT COMMITTEE

DEPARTMENT: Economic Development

ACM: Christine Taylor

DATE: February 2, 2023

SUBJECT

Consider approval of the minutes of November 3, 2022.

BACKGROUND

The draft minutes of the November 3, 2022 meeting are attached for the Committee's review and consideration.

EXHIBITS

1. Agenda Information Sheet
2. November 3, 2022 Draft Minutes

Submitted by:
Matilda Weeden
Economic Development Specialist

**MINUTES
CITY OF DENTON
DOWNTOWN ECONOMIC DEVELOPMENT COMMITTEE
November 3, 2022**

After determining that a quorum was present, the Downtown Economic Development Committee convened on Thursday, November 3, 2022, at 8:34 a.m., in the Development Service Center Training Room 1 & 2, 401 N. Elm Street, Denton, Texas, 76201.

PRESENT: Chair Jesse Davis, Jason Bodor, Peggy Capps, Hank Dickenson, Melissa Lenaburg, Beth Lewis, Brock McKnight, Rina Maloney, and Bob Moses

ABSENT: Tracey Long, Nick Miller, Georgina Ngozi, Ben Esely, and Alex Payne

Staff present: Scott Bray, Christina Davis, and Monica Salcedo

1. ITEMS FOR CONSIDERATION

A. EDP22-068 Consider approval of the minutes of October 6, 2022.

Lewis made a motion to approve the minutes of October 6, 2022. Bodor seconded the motion. Motion carried (9-0).

AYES (9): Bodor, Capps, Davis, Dickenson, Lenaburg, Lewis, McKnight, Maloney, and Moses

NAYS (0):

B. EDP22-067 Receive a report, hold a discussion, and make a recommendation to the Downtown TIRZ #1 Board regarding a Downtown Reinvestment Grant Program application for 214 W. Hickory St. by Theatre Denton.

Davis presented the item. Discussion followed.

Capps made a motion to make a recommendation to approve the Downtown Reinvestment Grant Program application for 214 W. Hickory St. by Theatre Denton in the amount of \$2,500. Dickenson seconded the motion. Motion carried (9-0).

AYES (9): Bodor, Capps, Davis, Dickenson, Lenaburg, Lewis, McKnight, Maloney, and Moses

NAYS (0):

C. EDP22-069 Staff Report:

1. Opening: El Taco H, 213 E. Hickory St.
2. Staff updates: Downtown Master Plan, ED Staff
3. Next meeting is December 1, 2022

Staff presented the item. No action was taken

2. CONCLUDING ITEMS

With no further business, the meeting adjourned at 8:52 a.m.

Jesse Davis, Chair
Downtown Economic Development Committee

Monica Salcedo
Administrative Assistant

Minutes Approved On: _____



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File #: EDP23-013, **Version:** 1

AGENDA CAPTION

Receive a report, hold a discussion, and give staff direction regarding the meeting dates and times for calendar year 2023.



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AGENDA INFORMATION SHEET DOWNTOWN ECONOMIC DEVELOPMENT COMMITTEE

DEPARTMENT: Economic Development

ACM: Christine Taylor

DATE: February 2, 2023

SUBJECT

Receive a report, hold a discussion, and give staff direction regarding the meeting dates and times for calendar year 2023.

EXHIBITS

1. Agenda Information Sheet
2. DEDC 2023 Monthly Meeting Dates

Submitted By:
Christina Davis
Business Development Administrator

Prepared by:
Matilda Weeden
Economic Development Specialist

Calendar Year 2023
Downtown Economic Development Committee
Meeting Dates

The Board meets MONTHLY on the First Thursday.

Meeting starts at 8:30 a.m. for 1 hour.

February 2, 2023

March 2, 2023

April 6, 2023

May 4, 2023

June 1, 2023

July 6, 2023 (*same week as 4th of July holiday*)

August 3, 2023

September 7, 2023

October 5, 2023

November 2, 2023

December 7, 2023



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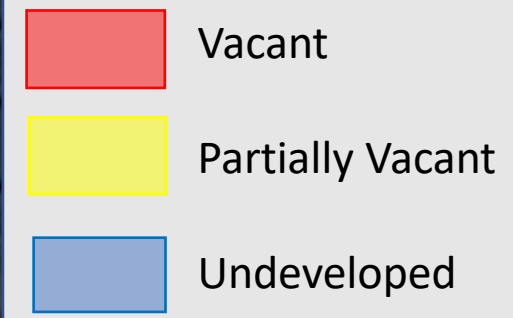
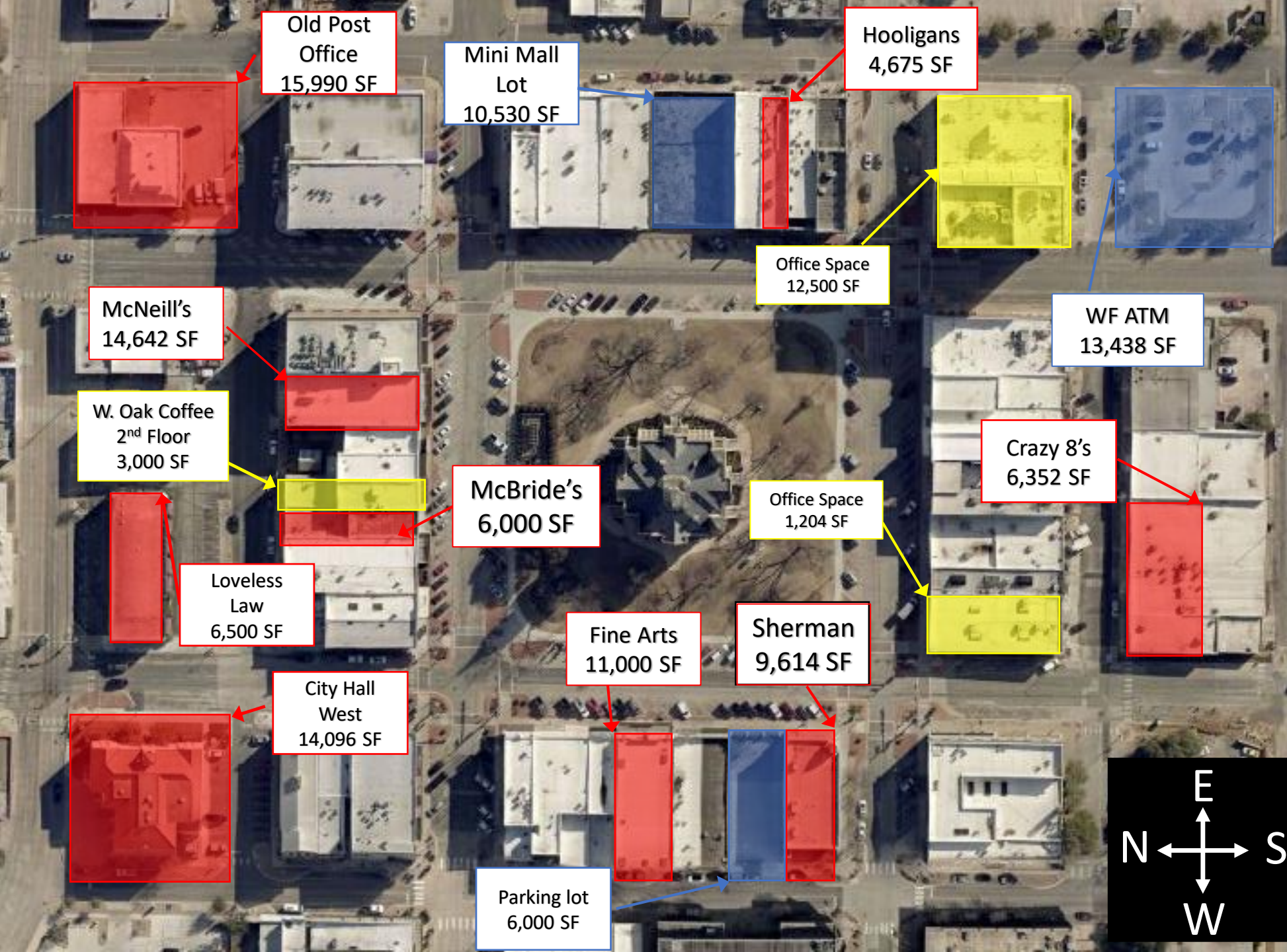
Legislation Text

File #: EDP23-012, Version: 1

AGENDA CAPTION

Staff Reports:

1. Downtown Grant Policy Update (Christina Davis)
2. Openings/Closings (Christine Gossett)
3. Denton Main Street Association Update (Christine Gossett)
4. The Square Occupancy & Vacancy Analysis (Wayne Emerson)
5. Downtown Master Plan Update (Ron Menguita)
6. Next Meeting: March 2, 2023



	SF	% of Square
	88,869	19%
	16,704	4%
	29,968	7%

