



## **DESOTO ECONOMIC DEVELOPMENT CORPORATION**

### **BOARD MEETING MINUTES**

**APRIL 24, 2017**

The DeSoto Economic Development Corporation Board met at **9:00 a.m. on Monday, April 24, 2017** in the Council Conference Room located in City Hall at the DeSoto Town Center, 211 East Pleasant Run Road, DeSoto Texas 75115.

**Present:** Lucious Williams, Board President  
Belinda May, Board Vice-President (arrived at 9:20)  
Stephanie Bowers, Board Treasurer  
Curt Krohn, Board Secretary (arrived at 9:13)  
Bobby Waddle, Board Director

**Staff Present:** Murphy Cheatham, Chief Executive Officer  
Alicia Villanueva, Administrative Assistant

**Also Present:** Kevin Laughlin – Attorney, Nichols, Jackson, Dillard Hager & Smith, LLP  
Deshaundra Lockhart Jones – City Council Liaison  
Laura Terhune – President, DeSoto Chamber of Commerce  
Jiger Patel – DeSoto GLO LLC  
Michael Williams – 3i Contract LLC

At 9:11 a.m. Board President Williams called the meeting to order and acknowledged the presence of a quorum.

#### **A. REGULAR SESSION – CALL TO ORDER**

1. Invocation was given by Bobby Waddle

## **B. CONSENT AGENDA**

- a. Consider approval of the February 27, 2017 Board Meeting Minutes

**Motion by Board member B. Waddle**

**Second by Board member S. Bowers to approve meeting minutes: Motion approved by Board members B. Waddle, S. Bowers, C. Krohn, and L. Williams (Motion approved 4-1 B. May oppose)**

- b. Consider approval of the DEDC Financials for February 28, 2017

**Motion by Board member S. Bowers**

**Second by Board member C. Krohn to approve DEDC financials: Motion approved by Board members S. Bowers, C. Krohn, B. Waddle, B. May and L. Williams (Motion approved 5-0)**

## **C. REGULAR AGENDA – NEW BUSINESS**

1. City Council Liaison update regarding City events, meetings, etc. – Deshaundra Lockhart Jones

- a) On Thursday May 4<sup>th</sup> City is having National Day of Prayer at 7:00 am in City Council Chamber and it is a community wide event
- b) Today was end of early voting for DeSoto ISD
- c) City Council Places 2 & 4 were uncontested and they will have a reception on Tuesday May 16<sup>th</sup> at City Hall
- d) The upcoming summer retreat is Friday and Saturday July 21<sup>st</sup> and any items for discussion will need to be received before June
- e) City Financial standing is good and still have the double A rating status. On April 18<sup>th</sup> had a meeting with financial consultant and gave update regarding loan rates, debt and refunding. All projects are on tract, including street infrastructure and repair or replacing of water pipes. They are working on beginning stages of Budget for upcoming 2018-2019 year and in process of finalizing Work Plan.

2. DeSoto Chamber of Commerce Update - Laura Terhune, President

- a) Mrs. Terhune thanked Mr. Murphy for doing a great job on First Annual Economic Development Luncheon event, they had about 75 attendees. People are very interested on what is taking place in City and how tax dollars are spent and what jobs are created.

- b) The 2<sup>nd</sup> Annual First Responders Appreciation Luncheon is scheduled for Thursday May 18<sup>th</sup> 11:30 to 1:00 at Methodist Charlton Medical Center, have had a good response from people hosting seats.
- c) DeSoto Living Festival had 110 vendors and was a very successful event. She had three goals in mind; to make money toward new office, wanted vendors to have a good event and find new customers, had good community presence.
- d) The Golf Tournament is scheduled for June 12<sup>th</sup> at the Thorntree. They are already planning for the Taste of DeSoto for the end of September and Gala in November, committee is meeting next week to finalize the location.
- e) Job Fair was a very successful event and took place at DC3 Church. They had around 60 companies and 385 job seekers registered. The company AW Brown interview 40 people and hired 11 on the spot.
- f) The next Lunch and Learn Workshop is scheduled for Friday April 28<sup>th</sup> "Think and Grow Rich" from 11:30 a.m. to 1:00 p.m.
- g) City Council has approved the hiring of Architect for new Chamber building. She presented the Chamber site visit report.

### 3. Treasurer Report – Director Stephanie Bowers

Ms. Bowers mentioned that they will be deferring the March Financial report, since it is not available at the time. The President, CEO and herself met with City Manager and their finance staff to speak about partnering with City to see what they can offer and figure out the best accounting policies and practices for the corporation. And also spoke to them about some training opportunities for her as Treasurer. The Audit committee has come up with some dates to meet and is proposing sometime in June, September and December for 2017 and plan to meet once a quarter. She is still meeting with Mr. Cheatham every two weeks to discuss the financials, review and sign checks.

### 4. Consideration and Action of contract with the Retail Coach to perform a Retail Market Study

The Retail Coach provides market studies, drive times, and income studies. They specialize in retail information. The Board decided to go forward with the contract.

**Motion by Board member B. May**

**Second by Board member B. Waddle: To allow CEO to negotiate and execute contract with Retail Coach not to exceed \$10,000.00.**

**Motion approved by Board members B. May, B. Waddle, C. Krohn, S. Bowers and L. Williams (Motion approved 5-0)**

5. Consideration and Action to terminate Consulting Agreement with Earle L. Jones, Jr.

Mrs. May requested to table this Agenda item, since she has not had opportunity to speak about this and would like further discuss with Mr. Holloway regarding performance. Mr. Cheatham mentioned that not much had progressed on his part and further discussion is needed and therefore deferred until May meeting.

**Motion by Board member B. May**

**Second by Board member C. Krohn: To allow personnel and CEO to make a report to board for possible action on the contract for the consultant Earle Jones.**

**Motion approved by Board members B. May, C. Krohn, B. Waddle, S. Bowers and L. Williams (Motion approved 5-0)**

6. Consideration and Action to Adopt DeSoto Economic Development Corporation Human Resources Policy Manual

Mr. Cheatham has been researching and updating the HR policy and mentioned that Mr. P. Smith and Mr. J. Gorfida, legal counsels are reviewing and working on manual. Vice President May wants to postpone accepting policy until later meeting.

7. Consideration and Action approval of updated DEDC Budget

The Budget was discussed and they will continue with current budget with no adjustments or updates with further discussion until May meeting.

**Motion by Board member S. Bowers**

**Second by Board member C. Krohn: To defer action on line item 7 due to revisions needed until next May meeting. Motion approved by Board members S. Bowers, C. Krohn, B. May, B. Waddle and L. Williams (Motion approved 5-0)**

**D. OTHER BUSINESS**

1. Discussion and Action to terminate the contracts between the DEDC and Fox and Fox

The Board would like to discuss and make decision until next meeting.

2. Discussion and Action for DEDC to enter an agreement with the City of DeSoto, Texas to provide financial management services

No Action, further review and discussion required and decision will be deferred until next meeting.

Board took recess at 11:19

President of the EDC convened into Executive Session at 11:30 a.m.

**E. EXECUTIVE SESSION UNDER TEXAS GOVERNMENT:** Texas Government Code, Section 551.087: Deliberation Regarding Economic Development negotiations:

1. Consideration of an amendment to the Economic Development Agreement between DEDC and Eagle Hotel Group, L.P., a Texas limited partnership, as previously amended
2. Consideration of economic development incentive for DeSoto GLO, LLC. for a hotel project

President of the EDC completed the executive session at 1:05 p.m.

**F. TAKE APPROPRIATE ACTION AS RESULT OF EXECUTIVE SESSION**

**Motion by Board member B. May**

**Second by Board member S. Bowers:** I move to authorize the CEO to negotiate and execute an amendment to the incentive agreement with Eagle Hotel Group, L.P. to extend the completion of construction deadline by four months.

**Motion approved by Board members B. May, S. Bowers, B. Waddle, C. Krohn and L. Williams (Motion approved 5-0)**

**Motion by Board member B. May**

**Second by Board member C. Krohn:** I move to authorize the CEO to negotiate and execute an incentive agreement with DeSoto GLO, LLC not to exceed \$75,000.00 for infrastructure to be reimbursed at issuance of certificate of occupancy with construction to start within 90 days and other standard contract provisions and further authorize the CEO to work with developer to obtain incentives from the City.

**Motion approved by Board members B. May, C. Krohn, B. Waddle, S. Bowers, and L. Williams (Motion approved 5-0)**

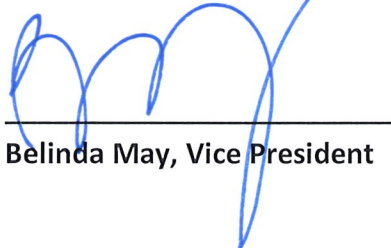
**G. BRIEFING – DEDC CEO**

Mr. Cheatham presented the Scorecard information and mentioned that Hillwood Property is turning dirt on the 45 million spec building, the contract for incentive has been provided to the attorneys. SEW Euro has completed project and has requested the grant incentive and NFI should be completed by 2Q, the project had a three month delay. Trybus completed their building, Fuzzy's will have a free standing building and full service restaurant, Mint Dentistry is now open, Eurofin is anticipating opening in August 2017.

He has hired two positions for the EDC with the assistance of the personnel committee and the City Human Resources department, Vanessa Barrios as Research & Business Development Manager and Akosua Owirodu as the Marketing & Public Relations Coordinator. The two individuals are very qualified for the positions.

**H. ADJOURNMENT**

With no further business to discuss President Williams adjourned the meeting at 1:30 p.m.

  
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Belinda May, Vice President  
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Curt Krohn, Secretary