

**MINUTES**  
**CITY OF DENTON**  
**ECONOMIC DEVELOPMENT PARTNERSHIP BOARD**  
April 11, 2018

After determining that a quorum was present, the Economic Development Partnership Board convened on Wednesday, April 11, 2018, at 11:03 a.m. The meeting was held in the City Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas, 76201.

**PRESENT:** Carrell Ann Simmons, Gerard Hudspeth, Keely G. Briggs, John Baines, Jill Jester, Michael Rondelli, Bob Eames, BJ Crain, and Jimmy Mejia

**ABSENT:** Carine Feyten, Neal Smatresk

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

**STAFF PRESENT:** Bryan Langley, Caroline Booth, Larry Collister, Christina Davis, Kim Phillips, Karen Boenker, and Michelle Coughlin

**1. WORK SESSION**

**A. EDP18-026 Receive a report and hold a discussion regarding revisions to the City's Public Improvement District Guidelines.**

Booth presented an overview of prior PID discussions and gave an update based on feedback from the City Council at the prior evening City Council meeting.

Booth mentioned that previously City Council directed staff to exclude residential PIDs from the policy update. Individuals on both the City Council and the EDP Board held concerns about a blanket exclusion of residential PIDs. Both groups decided it best to leave the option open for residential PIDs within the policy update, as they do not want to miss out on projects they might want to consider. Therefore, residential PIDs will be added back into the guidelines, with the caveat that a demonstrative benefit to the residents and to the community be established by the developer. Further discussion will take place in order to define demonstrative benefit. There was also discussion about limiting the number of projects that can be reimbursed by the PID, which will also be discussed at a later meeting.

Booth continued and presented a list of general best practices with regard to PIDs:

- Establish local guidelines
- Require an independent assessment of a PID project's service and assessment plan, finance plan, and other relevant project information
- Require a development agreement with scope covering land development, including infrastructure, and vertical improvements.
- Require developer reimbursement for city's costs in establishing and administering a PID.

Booth mentioned that City Council is planning on another work session regarding PIDs, afterward Economic Development staff will bring an update to the EDP Board.

**B. EDP18-025 Receive a report, hold a discussion, and give staff direction regarding the second annual Taking Care of Business in Lil'd Workshop.**

Davis gave a report on the second annual Taking Care of Business in Lil'd Workshop scheduled for May 3, 2018, and mentioned this year's event will again take place in conjunction with National Small Business Week, April 29 through May 5.

Davis gave an overview of the schedule for the workshop, which will include four seminars that will help to assist small business owners to market, protect, strengthen, and grow their business. Davis said there has been a collaborative effort to promote the event between Economic Development, the Denton Main Street Association, and the Denton Chamber of Commerce. Davis concluded and said the goal for this year's workshops is to increase participation by ten percent over last year.

**1. REGULAR MEETING**

**A. EDP18-028 Consider approval of the minutes of the March 23, 2018 meeting.**

Briggs made a motion to approve the minutes as presented. Jester seconded. The minutes were approved unanimously with a vote of 9-0.

**B. EDP18-027 Consider a recommendation to the Denton City Council regarding approval of the Revised Public Improvement District Guidelines.**

Jester made a motion to table a recommendation to the Denton City Council regarding approval of the revised Public Improvement District Guidelines for a later meeting, in order to receive further information after the City Council meeting.

**C. EDP18-024 Staff Reports to the EDP Board:**

**1. March 2018 City RFI Summary (Exhibit 1)**

Booth gave a brief update on Project 20/20, and a summary of the monthly report that Economic Development prepares about lead inquiries from the Dallas Regional Chamber and the Texas Governor's Office of Economic Development. Jester asked why we are limiting the report to these two sources. Booth responded that we will be glad to expand the report because ED receives quite a number leads that come to ED directly. Originally when the report was requested, the request specified these two lead sources.

**2. February 2018 STaND Report (Exhibit2) poverty rate change**

**3. April 2018 Chamber Activity Report (Exhibit 3)**

Karen Boenker and Chuck made the presentation as Adam Gawarecki was away the MRO conference out of state. The following

**A.** Out of 6 offsite activities, 4 were specifically with consultants. Which allows the Chamber to have one on one time with the person who will bring the prospect to Denton.

**B.** A City Council Work Session is scheduled during the first part of May for a mid-year update on the ED Partnership.

**C.** New website launch.

**2. CONCLUDING ITEMS**

- Briggs inquired about an update regarding the TWU Women in Business grant.
- Briggs inquired about a staff report or presentation on an amphitheater for Denton.

The meeting adjourned at 12:04 p.m.