



**DESOTO DEVELOPMENT CORPORATION
REGULAR BOARD MEETING MINUTES
Thursday, January 12, 2023**

The Board of Directors of the DeSoto Development Corporation (DDC) met on **Thursday, January 12, 2023 at 6:00p.m.** in the Council Conference Room located in City Hall at the DeSoto Town Center, 211 East Pleasant Run Road, DeSoto, Texas 75115, The meeting was streamed live on Facebook and archived on the websites.

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the Corporation's attorney on any agenda item listed herein.

REGULAR SESSION - THE MEETING WAS CALLED TO ORDER by President Curt Krohn at 6:01p.m.

1. Invocation by President Krohn

Present:

Curt Krohn, Board President
Michael Baldwin, Director
Rodney Brown, Director
Latosha Herron Bruff, Director
Lonice Stoker, Director
Carlos L. White, Director

Absent:

Dr. Delva J. King, Vice-President

Staff Present:

Matt Carlson - Executive Director
Antoine Long-Economic Development Coordinator
Melba Hill – Economic Development Analyst

Also Present:

Victoria Thomas – Legal Counsel, Jackson Nichols
Peter James, Asst. Director Budget/Finance, City of DeSoto
Tracy Cormier, Director Budget/Finance, City of DeSoto
Brandon Wright, City Manager



CONSENT AGENDA

Items are listed on the Consent Agenda by the DDC Executive Director and are recommended to the DDC Board of Directors for single vote of approval. Any item may be removed from the Consent Agenda for separate vote at the request of a Board Director.

1. Consideration and approval of the: September 26, 2022 Board Meeting Minutes.
2. Consideration and approval of the September, October, November 2022 Financial Statements.

On a motion by President Krohn, the Consent Agenda was postponed to allow the Board time to review. Staff will provide meeting minutes for the November Special Called Meeting for review prior to the February meeting.

REGULAR AGENDA— NEW BUSINESS— Items for discussion and/or possible action:

1. Financial Status Report- Peter James, City of DeSoto, Assistant Director Budget/Finance.

Mr. James advised that the FY2023 financial reports provided are absent December financials due to the change in our meeting schedule, bank statements were not available, however the December and January financials as well as sales tax revenue should be reported at the Board's February meeting.

YTD Revenue is strong and has already exceeded the budgeted amount for interest revenue.

This is primarily due to recent increases in short-term interest rates and adjustment of the Corporations investment posture.

Expenditures YTD are under budget, with less than 4 percent of the annual budget spent. As the year progresses we will see larger expense amounts incurred.

Mr. James also noted that additional expense accounts have been created in the new financial system. This will allow for a more accurate description of how revenues are spent.

2. City Council Liaison update regarding City events, meetings, etc.

City Manager Brandon Wright, informed the Board the City Council is considering revisions and amendments to the City Charter. A 21-member charter review committee met over several months to discuss changes around State law and gender terminology and many of the changes being considered reflect the statutory changes.



The City recently conducted a classification and compensation study which allowed the City to determine its comparability to the market structure with regards to compensation for its employees. A revised pay structure now makes the City commensurate to what the Region is offering. The new compensation policy became effective January 1, 2023. These changes will also affect DDC employees and the corresponding budget expenses.

3. Discussion of proposed changes to the Small Business Relocation Assistance Program as requested by City Council.

The redevelopment of Inline Strip Centers and retention of existing commercial users is crucial to maintaining an economically strong DeSoto and creating commercial areas where the image, appearance, and environment attract new businesses and shoppers.

The Inline Strip Center Redevelopment and associated Small Business Relocation Assistance Program, may not meet the needs of all existing tenants. As a result, the City has developed a relocation grant to help defer costs to move those businesses to another location should the business choose to leave their current place of business and not participate in Inline Strip Center Redevelopment program. The relocation grant parameters follow:

- Grant Amount
 - Once approved, an applicant for the grant program is eligible to receive a grant for reimbursement of eligible expenses not to exceed \$5,000 in two (2) payments
- Payment Schedule
 - \$2,500 awarded after Certificate of Occupancy received AND business must be operational in new space within 30 days of approval of relocation assistance to receive initial payment
 - \$2,500 awarded after one (1) year operational in relocated facility
- Eligibility Requirements
 - Grant Application must be started within one (1) year of the City's issuance of the business' Use and Occupancy permit in its new location
 - Applicant must provide a executed minimum two (2) year lease agreement for a commercial property located within the City of DeSoto.
 - Applicant must have vacated existing premises

On a motion by Director Michael Baldwin and Second by Director Latosha Herron Bruff, the Small Business Lease Program revisions were approved unanimously



Executive Session convened at 6:27pm.

EXECUTIVE SESSION UNDER TEXAS GOVERNMENT CODE:

Pursuant to Texas Government Code Section 551.087: Economic Development Deliberation

1. Discuss the potential offer of financial incentives for Project Rose.
2. Discuss the potential offer of financial incentives for Project Ambrosia.

RECONVENE INTO OPEN SESSION

The Board reconvened into open session at 7:46pm.

ACTION AS RESULT OF EXECUTIVE SESSION

No action taken

BRIEFING BY EXECUTIVE OFFICER — Matt Carlson

Mr. Carlson's monthly report is included in the Board Packet distributed to members and available online.

Highlights included:

- Completion of Business Plan Goal #2 -- Develop an economic development policy for the redevelopment of aging inline retail centers
- Completion of Business Plan Goal #4 – Creation of an incentive program for developments in the Hampton Road Corridor with the creation of City of DeSoto TIRZ Plan #2
- Presentation of the FY22/23 Departments Workplan Goals
- Board Retreat Highlights
 - Once new Directors have been seated In March, Alysia Cook (our retreat facilitator) will come to facilitate board training. Council will be interviewing new Board candidates February 13, please submit any candidates to staff by January 26th, this will allow time to vet candidate prior to submitting to Council. March will be the new Board Members first meeting.
- TIRZ Enactment
- Nodes Study Update
 - Information is included in your packets for review.
- 2023 Outreach Plan
 - Antoine Long shared the Q2/Q3 events, conferences, meetings and travel schedule.



BOARD ANNOUNCEMENTS

Director White shared in conjunction with the franchise initiative with Dallas, he has a relationship with the magazine Franchise Journal which is viewed by over 300k people. If there are any DeSoto businesses that we would like to be profiled, he will consult with Matt and Antoine to see if this can be achieved.

ADJOURNMENT

At 8:24p.m.

A handwritten signature in black ink, appearing to read "J. Matt Carlson", is written over a horizontal line. The signature is stylized and fluid. To the right of the signature, the letters "mh" are handwritten in a small, cursive script.

J. Matt Carlson—Executive Director