

**MINUTES OF THE CORPORATION FOR ECONOMIC DEVELOPMENT OF THE
CITY OF DECATUR
June 21, 2023**

The Board of Directors of the Decatur Economic Development Corporation convened in Regular Meeting in the Decatur Conference Center, 2010 W. US-380, Decatur, Texas with the meeting open to the public and notice of said meeting posted as prescribed by V.T.C.A. Government Code, Chapter 551, with the following members' present to-wit:

Board Members present: Jason Wren, President
Cecil Chandler, Vice-President
Jake Hayes, Secretary
Mike McQuiston
Eddie Allen

Board Members absent: None

DEDC Staff Present: Kevin Holzbog, Executive Director
Barbara Metcalf, Executive Administrative Assistant

City Staff Present: Nathan Mara, City Manager
Ana Cañada, Finance Director

Others Present: Cary Mellema, GT Products
Jerry Bussen, GT Products

Call to Order

Jason Wren, President, called the meeting to order at 8:45 a.m. with notice of the meeting duly posted and a quorum present.

1. Administer Oath of Office and Statement of Appointed Officials to at-large DEDC Board Member Jason Wren and City Councilman Jake Hayes

Barbara Metcalf, Notary Public, administered the Oath of Office and Statement of Appointed Officials to re-appointed Board Member, Jason Wren, and City Councilman, Jake Hayes. After both were sworn in, they signed the Oath of Office and Statement of Appointed Officials.

2. Consider and take action on EDC Board Minutes and Bills

- a. May 17, 2023—Regular Meeting Minutes
- b. May 2023 Bills

Jason Wren called for approval of the May 17, 2023 Regular Meeting minutes and May 2023 bills. There were no changes or corrections. Mayor Mike McQuiston made the motion to approve the May 17, 2023 and the May Bills as presented, seconded by Jake Hayes and the consent agenda was approved unanimously.

**3. Presentation of financial reports/statements:
City Sales Tax and Financial Report update**

Nate Mara gave the financial reports and presented them as follows:

EDC's Operating Account	\$ 4,173,205.90
Debt Service Reserve Fund	\$ 1,056,921.75
Series 2018	\$ 75,421.37
EDC Bond Series 2023	\$ 40,501.65
Certificate of Deposit	\$ 253,888.36
City Sales Tax--May	\$ 620,184.68 (9.63% increase over previous year)
City Sales Tax YTD	\$ 2,788,631.58 (13.57% Increase over previous year)

Nate Mara also gave an update on current and upcoming City projects and developments, taxable property values and new construction, and reported that the City is in the process of working on the FY 2023-24 Budget. Decatur continues to grow at a steady pace, and the City needs to plan to accommodate it. This concluded the financial reports.

4. Executive Director's Report on Economic Development

Kevin Holzbog began by making a gift presentation to the DEDC Board of Directors and City Staff to express his appreciation for all of the work they did to get the Bond 2023 in place for the purchase of the Landmark property.

Recruitment

- 1) **Project DC4**—the Landmark acquisition was needed for this project. The company is looking for a 4th distribution site and will require 30-35 acres for a 400,000 sq.ft. Facility. This project would create 50-75 full time jobs with a capital investment of \$55,000,000. A site visit is planned for September 2023. housing development and workforce availability is a key factor in the company's decision making for the new location, and they plan to make a decision by the end of Q3 of this year.
- 2) **Project Playoff**—this is a commodity level paint manufacturer that will be a \$35,000,000 capital investment
- 3) **Project COLA**—DEDC has recruited two individual Retailers that have made offers on 2 properties
- 4) **Project C-Tac**—DEDC is working with this Major Development Group

Business Retention and Expansion

- 1) **GT Products**--Cary Mellema will be giving and update on the progress of GT Products in Executive Session

Other

- 1) **Workforce**—There has been a meeting with DISD CTE Program, DEDC and Entegris, Inc. to consider reviving the Internship Program. The projected time frame is to have a good model program in place by FY 2024.
- 2) **Landmark Property**—Miss Jo's Rescue Ranch has found another location and will be vacating the property by September 2023. There was a Press Release in the Dallas Morning News regarding the purchase of the Landmark property which generated a lot of interest from potential clients to locate their business in Decatur. This was also posted on social media.
- 3) **DEDC Website**—the DEDC website is now complete and more current. DEDC has contracted with eIMPACT as a data resource and they provide all the most current data for Decatur under a new tab "Local Data" on our website.

5. Marketing Report

Kevin Holzbog gave a short Marketing Report. Emily Smith, Marketing Coordinator, is at a Marketing Conference. Kevin Holzbog reported that Facebook has gained 145 more followers and Instagram has gained 70. The engagement rate for all of our social media pages is between 3-4, which is a very strong engagement rate.

6. Review and discuss proposed budget for FY 2023-24

Kevin Holzbog gave an overview of the proposed DEDC Budget for FY 2023-24. The DEDC Budget aligns itself with the City Budget and is proposing a conservative estimate of a 5% increase. The DEDC Reserve Fund has more than doubled over the last few years, and it is currently at \$5,906,000. We would like to get it to about \$10,000,000 in order to be competitive with larger cities for projects. The Operational cost has been reduced in order to balance the budget with the new Debt Service that has been incurred. The total proposed FY 2023-24 Budget is \$2,800,000. The FY 2023-24 Budget will be an action item on the July Board Agenda.

7. Citizens Public Forum

None

EXECUTIVE SESSION:

Executive Session items are discussed in closed session but any and all action is taken in regular open session. Texas Government Subchapter D--Section 551.087 Economic Development (1) Deliberation regarding commercial or financial information received from a business prospect (2) To deliberate the offer of a financial or other incentive to a business prospect (3) Section 551.072 to deliberate the purchase, exchange, lease or value of real property (4) Section 551.074 to deliberate the appointment, employment, goals, compensation, and evaluation, reassignment of duties, discipline, or dismissal of employee(s)

The DEDC convened into Executive Session at 9:42 a.m.

8. Project Grape
9. Executive Director's Evaluation

OPEN SESSION

In accordance with Texas Government Code, Chapter 551, the DEDC Board will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

The DEDC Board reconvened into Open Session 11:12 a.m.

ACTION ITEMS:

10. Consider and take action on Amended Performance Agreement for GT Products, LLC

This item was tabled and no action was taken.

11. Consider and take action on Organization of Board/Election of Officers

Board Officer nominations were as follows:

1. Jason Wren, President

2. Cecil Chandler, Vice-President
3. Jake Hayes, Secretary

Eddie Allen made a motion to re-elect all of the current Board Officers as nominated, seconded by Jake Hayes and the motion carried unanimously..

Board requests for future Agenda Items

None

Announcements:

The next regular Board meeting will be on Wednesday, July 19, 2023 at 8:30 a.m. at the Decatur Conference Center--Board Room, 2010 US-380, Decatur, TX 76234.

Adjournment:

There being no further business, Jason Wren adjourned the meeting at 11:13 a.m.


Jason Wren, President




Jake Hayes, Secretary