

# **Argyle Economic Development Corporation Minutes**

**Meeting Date:** May 10, 2012 – Regular Meeting  
**Meeting Time:** 6:30 p.m.  
**Meeting Place:** Argyle Town Hall, 308 Denton Street, Argyle, TX

## **A. CALL TO ORDER:**

The regular meeting of the Economic Development Corporation (EDC) was called to order by President Pitts at 6:30 p.m. The Board of Directors of the EDC Corporation present included Directors Pitts, Swanbeck, Krueger, Kalb, Lowry, Combs and Leahy. Advisory Director, Dona Schroetke, was present. ED Consultant Trent Petty, Community Development Director Richard Luedke, Finance Director Kim Collins and Interim Town Manager Rod Hogan were also present.

## **B. APPROVAL OF MINUTES OF THE APRIL 12, 2012 REGULAR MEETING:**

It was moved by Mr. Leahy, seconded by Mr. Swanbeck, that the minutes of the meeting of April 12, 2012 be approved as presented. Motion carried unanimously (7-0).

## **C. REVIEW OF FINANCIAL REPORT, FISCAL YEAR-TO-DATE APRIL 30, 2012:**

The financial data for fiscal year-to-date April 30, 2012 was presented by Ms. Collins, noting that sales tax revenue was on target with budget projections. Ms. Collins outlined revenue and expenditure details for the month.

It was moved by Mr. Lowry, seconded by Mr. Kalb, that the financial reports be approved as presented by the Finance Director. Motion carried unanimously (7-0).

## **D. OLD BUSINESS:**

### **a. Review, discuss and take necessary action on the FY 2012-2013 EDC Budget and process**

Ms. Kim Collins, Director of Finance, gave an overview of the proposed budget. Discussion was held. The Board directed Ms. Collins to revise the budget to reflect amounts discussed in New Business Item 1 related to professional services for form-based zoning districts and to present the final budget at the required public hearing in June.

### **b. Review, discuss and take necessary action on the FY 2012-2013 EDC Goals and Objectives**

Mr. Trent Petty, EDC Consultant, presented the draft goals and objectives for FY 2012-2013. The Board agreed to further review the draft and adopt as part of the budget at the June meeting.

### **c. Schedule required public hearing on the FY 2012-2013 EDC budget**

The Board agreed to schedule the annual meeting and budget hearing on Tuesday, June 19, 2012 at 6:30 p.m. since the regular meeting date of Thursday, June 14, 2012 was the date scheduled for the Taste of Argyle and New Business Horizons Conference with Dr. John Baen.

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### **E. NEW BUSINESS:**

- 1. Update, discuss and take necessary action on the process and funding of potential professional services for the creation of form-based zoning districts in areas designated for non-residential and mixed use development in the Argyle Comprehensive Plan**

Mr. Richard Luedke, Director of Community Development, briefed the Board on the process for utilizing a consultant to create new form-based zoning districts in the areas designated for non-residential and mixed use development in the Argyle Comprehensive Plan. Mr. Luedke also outlined the budget amount needed to complete the project. Approximately \$20,000 is available in the current EDC budget and \$20,000 is available in the current general fund budget to start the project. The complete project cost is approximately \$150,000 and will take 9 to 12 months to complete. The Board agreed to expend \$20,000 from the current EDC budget for the project and to budget \$110,000 in the FY 2012-2013 budget to complete the project.

### **F. UPDATES:**

- 1. Update on Belmont (Harvest) development progress:**

Mr. Tom Woliver, Hillwood Communities, gave a presentation on the new concept plan for Harvest, which is the new name for the development. Mr. Woliver also outlined the development schedule for the various phases of the development.

- 2. Update on Website design and process:**

Mr. Petty explained that work continues on adding content to the website making revisions of various components of the website. The "go-live" date is expected by the end of the month.

- 3. Update, discuss and consider the New Business Horizons Conference sponsored by the EDC:**

Mr. Swanbeck and Mr. Luedke reported that plans are progressing for the conference, which will be held on Thursday, June 14, 2012 at 7:00 p.m. in the Council Chambers at Argyle Town Hall. A 6:00 p.m. "Taste of Argyle" offering food from local vendors is planned in the Community Room. Save the date emails were distributed to invitees on May 3<sup>rd</sup>. The purpose of the conference is to enhance the understanding and awareness of Argyle's economic development opportunities and challenges for key decision makers and community leaders. This will be an open meeting to the public with invitations to be sent to members of all Town boards and commissions and the board members from Argyle Chamber of Commerce, Argyle I.S.D, Liberty Christian, Argyle Water Supply Corporation as well as local development/real estate professionals and business owners. Professor John Baen, Professor of Real Estate at UNT will be the guest speaker.

- 4. Update on Board/Commission training videos required by Attorney General's Office:**

Mr. Luedke reported that any Board members who have not previously viewed the required training videos should contact staff for a link to the website. This training is required by all elected and appointed government officials in the State of Texas.

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### **5. Project/planning updates, if any:**

Mr. Luedke reported the following items:

- A grocery-anchored shopping center is planned in Bartonville on the FM 407 curve.
- Construction of streets, drainage, water and sanitary sewer will begin in the next few weeks in Country Lakes, Phase 3C-2. This is the last phase of the Argyle portion of Country Lakes. Phase 3C-2 will contain 26 residential lots, bringing the total lot count to 210 lots.
- Staff is nearing completion of the final review of the aerial map project and will meet soon with consultant to wrap up the project.

### **6. Update on 2012 NTCAR Expo – Wednesday, August 29, 2012, 4:00 p.m. to 8:00 p.m. Sheraton Hotel, Downtown Dallas**

Mr. Luedke reported that a booth has been reserved for the EDC/Town.

### **7. Update on 2012 ICSC Texas Conference – Wednesday and Thursday, November 7&8, 2012, Dallas Convention Center**

Mr. Luedke reported that a booth has been reserved for the EDC/Town.

### **G. FUTURE AGENDA ITEMS:**

#### **1. Next Regular EDC Meeting: Thursday July 12, 2012**

President Pitts reminded everyone of the Annual meeting scheduled for June 19, 2012 and requested information and presentation on Tax Increment Financing at the annual meeting.

### **H. ADJOURNMENT:** Meeting was adjourned at 8:18 p.m.

**APPROVED, this the 19th day of June, 2012.**

**ATTEST:**

**APPROVED:**

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Codi Delcambre, Town Secretary

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Martin Pitts, President