

THE CITY OF  
**BALCH SPRINGS**  
ECONOMIC DEVELOPMENT

**Balch Springs Industrial and Economic Development Corporation Type A  
January 21, 2020**

**MINUTES**

**1. Identification of quorum**

Meeting was called to order by President David Roffino at 6:12PM.

**Present:** David Roffino  
Keran Bhakta  
Lauren Grady Johnson

**Absent:** Felicia Rettig  
Ivan Guel (Arrived at 6:40 PM)  
Carrie Gordon

**Staff:** Susan Cluse, City Manager  
Chris Dyser, Community Development Director  
Effie Donaldson, ED Admin. Services Manager  
Linda Highwood, ED project Coordinator  
Geneva Mendez, Accounting Manager

**Attorney:** George Staples

**2. Citizens Comments**

No Citizens comments we made

**3. Discussion and action regarding appointing a President for BSIEDC Type A**

**4. Discussion and action regarding appointing a Vice-President for BSIEDC Type A.**

The agenda items 3 and 4 were combined together.

Lauren Grady Johnson made a motion to appoint David Roffino as President and Keran Bhakta as Vice President of the BSIEDC Type A.

Keran Bhakta seconded the motion.

For: David Roffino, Keran Bhakta and Lauren Grady Johnson

Motion passed 3-0

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**5. Discussion and action regarding changing signature cards at Prosperity Bank to include President, Vice President, City Secretary and City Manager for BSIEDC Type A.**

No action required.

**6. Approval of Minutes**

- I. Joint Meeting Minutes for December 11, 2019
- II. Special Meeting Minutes for December 17, 2019

Keran Bhakta made a motion to approve the joint meeting minutes for for December 11, 2019 and the special meeting minutes for December 17, 2019 as presented.

Lauren Grady Johnson seconded the motion.

For: David Roffino, Keran Bhakta and Lauren Grady Johnson  
Motion passed 3-0

**7. Discussion and action concerning bills due/bills paid.**

Lauren Grady Johnson made a motion to approve the January 2020 Bills Due/Bills paid as presented.

Keran Bhakta seconded the motion.

For: David Roffino, Keran Bhakta and Lauren Grady Johnson  
Motion passed 3-0

**8. Discussion and update concerning the traffic light project at Beltline Road and Laster Road.**

Alen Hendrix with Freese and Nichols, Inc. gave the board an update on the traffic light project at Beltline Road and Laster Road project.

**9. Discussion and action concerning a budget amendment to transfer \$16,655.00 from the Type A fund balance for the Alexander Village Pond and Inlet Project and Trail & Bridge Project approved by the Type A Board on June 18, 2019.**

Keran Bhakta made a motion to approve a budget amendment to transfer \$16,655.00 from the Type A fund balance for the Alexander Village Pond and Inlet Project and Trail & Bridge Project.

Lauren Grady Johnson seconded the motion.

For: David Roffino, Keran Bhakta and Lauren Grady Johnson  
Motion passed 3-0

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**10. Discussion on marketing strategies by EDC Type A Board.**

City Manager Ms. Cluse provided the board with a presentation on Marketing Strategies for Economic Development and the City.

**11. Discussion on Façade and Infrastructure Improvement Grant Program.**

Staff discussed the eligible projects for the Façade and Infrastructure Improvement Grant Program with the board.

**12. Reports:**

**A. Economic Development Reports**

- I. City Manager update
- II. Alexander Village update
- III. Beltline Place update
- IV. Development updates
- V. Other Economic Development updates
- VI. Taco Casa Façade Grant update located at 12027 Lake June Road

Chris Dyser, Community Development Director, EDC Staff Effie Donaldson and Linda Highwood gave an update to the board on current economic development projects including a development activity update, façade grant update and the monthly update on staff activity reports.

**B. Chamber of Commerce**

- I. Update on chamber and economic development projects

Effie Donaldson, ED Administrative Services Mgr. gave an update on the upcoming Economic Development Business Summit.

**13. Announcements, request for information and or new business items for future agenda item.**

- The next Type A meeting is February 18<sup>th</sup> at City Hall
- The upcoming City Council Meetings are January 27<sup>th</sup> and February 10<sup>th</sup>
- The Economic Development Summit is scheduled for February 26<sup>th</sup> at 10:30am at the Civic Center.
- The Ground Breaking Ceremony by Dominionium Development: Timbers at Hickory Tree Rd is on February 27, 2020 at 11:00 AM

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**14. Adjournment**

Ivan Guel made the motion to adjourn.

Lauren Grady Johnson seconded the motion.

For: David Roffino, Keran Bhakta, Lauren Grady Johnson and Ivan Guel

Motion passed 4-0

**BSIEDC Type A Meeting adjourned at 7:13PM**

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**David Roffino, BSIEDC Type A President**

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**Effie Donaldson, ED Administrative Services Mgr.**

**Minutes passed and approved at a regular meeting held on February 18, 2020.**