

**MEETING OF THE BOARD OF  
DIRECTORS OF THE  
ARLINGTON ECONOMIC DEVELOPMENT CORPORATION**

**Agenda  
October 17, 2023 AT 4:30p.m.  
ARLINGTON CITY HALL  
COUNCIL BRIEFING ROOM  
3<sup>RD</sup> FLOOR  
101 W. ABRAM STREET  
ARLINGTON, TX 76010**

Members of the public who wish to speak on a listed agenda item for action will be asked for their comments at the appropriate time.

- I. Call to Order
- II. Consideration of Minutes
  1. September 19, 2023 Meeting
- III. Financial Report
- IV. Real Estate Report
- V. Industry Spotlight Report
- VI. Executive Director's Report
  1. Staff Update
  2. Upcoming Events
  3. Previous Event Reviews
    - A. Bell Vendor Day
    - B. Founder's Arena Demo Day
    - C. Y Texas Event
    - D. Texas Economic Development Annual Conference
- VII. Items for Action
  1. Resolution

Approve a resolution authorizing the Executive Director of the Arlington Economic Development Corporation to execute a Renewal and Modification of Contract for the Professional Services Contract for assistance with real estate matters with M4 Realty Advisors, LLC.
  2. Resolution

Approve a resolution electing officers to the Board of Directors of the Arlington Economic Development Corporation.

3. Resolution

Approve a resolution authorizing the use of the Competitive Sealed Proposal (CSP) service delivery method of construction for the Choctaw Stadium Office Improvements, located at 1000 Ballpark Way, Arlington, Texas 76011.

VIII. Executive Session

Discussion of matters permitted by the following sections of V.T.C.A, Government Code, Chapter 551:

1. Section 551.087, Deliberation Regarding Economic Development Negotiations

A. Offers of Incentives to Business Prospects

2. Section 551.072, Deliberation Regarding Real Property

A. Discussion regarding the possible purchase, exchange, lease, or value of real property for eligible projects of the Arlington Economic Development Corporation.

IX. Future Agenda Items

X. Adjourn

**MEETING OF THE BOARD OF DIRECTORS  
OF THE  
ARLINGTON ECONOMIC DEVELOPMENT CORPORATION**

**MINUTES OF THE  
ARLINGTON ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS  
September 19, 2023**

The Board of Directors of the Arlington Economic Development Corporation convened in Regular Session on September 19, 2023, at 4:30 p.m., in Arlington City Hall, 3<sup>rd</sup> Floor, 101 W. Abram Street, Arlington, Texas, with the meeting being open to the public and notice of said meeting, giving the date, place and subject thereof, having been posted as prescribed by V.T.C.A., Government Code, Chapter 551, with the following members present, to-wit:

Board Members:

Michael Jacobson	§	President
Mojoy Haddad	§	Vice President
John Whiteley	§	Treasurer
Gerald Alley	§	Board Member
Carmenza Moreno	§	Board Member

Absent:

Jollyn Mwisongo	§	Secretary
Kate Miller	§	Board Member

And

Trey Yelverton	City Manager
Broderick Green	Executive Director
Molly Shortall	City Attorney
Jonathan Moss	Senior Attorney
Bruce Payne	Director of Economic Development
Erin Clark	Public Funds Administrator
Jasmine Amo	Specialist
Alex Fitzgerald	Specialist
Stuart Young	Real Estate Manager
Raja Saravanan	Business Intelligence and Marketing Analyst
Teresa Burnett	Communications Coordinator
Lyndsay Mitchell	Strategic Initiatives Officer
Kevin McGlaun	Real Estate Consultant
Erica Yingling	Coordinator

I. Call to Order

President M. Jacobson called the meeting to order at 4:33 p.m.

## II. Consideration of Minutes

### A. August 15, 2023 Meeting

Treasurer J. Whiteley made a motion to approve the minutes of the August 15, 2023 Board meeting. Seconded by Vice President M. Haddad, the motion carried with 4 ayes and 0 nays.

APPROVED

## III. Financial Report

No questions or comments were stated.

## IV. Real Estate Report

No questions or comments were stated.

## V. Industry Spotlight Report

No questions or comments were stated.

Board member C. Moreno arrived at 4:36 p.m.

## VI. Executive Director's Report

- A. New Staff Introductions
- B. First Rate Event Recap
- C. October EDC Board Officer Elections
- D. Bell/City of Arlington Vendor Day

Broderick Green, Executive Director, introduced Raja Saravanan, Business Intelligence and Marketing Analyst and Teresa Burnett, Communications Coordinator and provided information relative to First Rate Event, October EDC Board Officer Elections and the Bell/City of Arlington Vendor Day.

## VII. Project Update – Town North Shopping Center

Buck Wheeler from Shops provided information relative to the Town North Shopping Center.

## VIII. Founders Arena - TaxStatus Presentation

Marshall Smith from Founders Arena introduced Charles Almond from TaxStatus who provided information relative to TaxStatus.

#### IX. Executive Session

At 5:39 p.m., President M. Jacobson announced that the Board would convene in Executive Session.

Discussion of matters permitted by the following sections of V.T.C.A, Government Code, Chapter 551:

- A. Section 551.087, Deliberation Regarding Economic Development Negotiations
  - 1. Offers of Incentives to Business Prospects
  
- B. Section 551.072, Deliberation Regarding Real Property
  - 1. Discussion regarding the possible purchase, exchange, lease, or value of real property for eligible projects of the Arlington Economic Development Corporation.

At 6:39 p.m., President M. Jacobson announced the Executive Session was adjourned, and the Board immediately reconvened in Open Session.

#### X. Future Agenda Items

Treasurer J. Whiteley requested to see a Project Score Sheet.

#### XI. Adjourn

There being no further business, the meeting was adjourned at 6:40 p.m.

COA Expenditures by Cost Center

Budget Structure Non-Operating Budget  
 Amount Type Activity  
 Period FY23 - Sep  
 Cost Center Hierarchy Economic Development Corporation  
 From Budget Date 10/1/2022  
 To Budget Date 9/30/2023

Cost Center	Budget Appropriation	Current Monthly Expenditures	Expenditures to Date	Encumbrances	Actuals + Encumbrances	Unexpended Balance	%Exp
<b>CC973005 Economic Development Corporation Projects</b>	<b>20,099,653</b>	-	<b>7,345,034</b>	-	<b>7,345,034</b>	<b>12,754,619</b>	<b>36.54%</b>
61000:Purchase/Contract	20,099,653	-	7,345,034	-	7,345,034	12,754,619	36.54%
<b>CC973010 Economic Development Corporation Operations</b>	<b>2,463,835</b>	<b>326,650</b>	<b>1,470,786</b>	<b>236,680</b>	<b>1,707,467</b>	<b>756,369</b>	<b>69.30%</b>
50000:Salaries and Wages	734,902	32,989	426,124	-	426,124	308,778	57.98%
55000:Benefits	193,432	9,244	112,227	-	112,227	81,205	58.02%
60000:Supplies	120,000	4,358	6,837	847	7,684	112,316	6.40%
61000:Purchase/Contract	516,502	233,424	717,095	230,766	947,861	(431,359)	183.52%
62000:Utilities	20,000	-	-	-	-	20,000	0.00%
63000:Maintenance and Repair	450,000	10,409	31,693	1,567	33,260	416,740	7.39%
65000:Miscellaneous Expense	305,000	28,397	103,321	-	103,321	201,679	33.88%
66000:Travel and Training	118,000	7,765	72,236	3,500	75,736	42,264	64.18%
67000:Interdepartmental Expense	6,000	64	1,255	-	1,255	4,745	20.91%

**REVENUES**

TOTAL	21,673,196	Sales Month	Revenue Received
	1,820,707	October 2022	December 2022
	1,903,338	November 2022	January 2023
	2,375,933	December 2022	February 2023
	1,660,636	January 2023	March 2023
	1,603,818	February 2023	April 2023
	2,339,212	March 2023	May 2023
	1,886,750	April 2023	June 2023
	1,986,490	May 2023	July 2023
	2,183,843	June 2023*	August 2023
	1,942,471	July 2023*	September 2023
	1,969,998	August 2023	October 2023
		September 2023	November 2023

\* June 2023 reflects a large audit adjustment from the State Comptroller's Office; it was added back in July, and will be deducted incrementally over a 5-year period beginning in October 2023 (FY24).

COA Expenditures by Cost Center

Budget Structure Non-Operating Budget  
 Amount Type Activity  
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 Cost Center Hierarchy Economic Development Corporation  
 From Budget Date 10/1/2022  
 To Budget Date 9/30/2023

Cost Center	Budget Appropriation	Current Monthly Expenditures	Expenditures to Date	Encumbrances	Actuals + Encumbrances	Unexpended Balance	%Exp
<b>CC973005 Economic Development Corporation Projects</b>	<b>20,099,653</b>	<b>-</b>	<b>7,345,034</b>	<b>-</b>	<b>7,345,034</b>	<b>12,754,619</b>	<b>36.54%</b>
61000:Purchase/Contract	20,099,653	-	7,345,034	-	7,345,034	12,754,619	36.54%
SC0533 - Special Services	20,099,653	-	7,345,034	-	7,345,034	12,754,619	36.54%
SC0574 - Professional Services	-	-	-	-	-	-	0.00%
<b>CC973010 Economic Development Corporation Operations</b>	<b>2,463,835</b>	<b>326,650</b>	<b>1,470,786</b>	<b>236,680</b>	<b>1,707,467</b>	<b>756,369</b>	<b>69.30%</b>
50000:Salaries and Wages	734,902	32,989	426,124	-	426,124	308,778	57.98%
SC50002 - Salaries: Operations	734,902	32,989	426,124	-	426,124	308,778	57.98%
55000:Benefits	193,432	9,244	112,227	-	112,227	81,205	58.02%
SC50004 - Benefits: Longevity/Stability	-	-	42	-	42	(42)	0.00%
SC55000 - Benefits : Worker's Comp	1,102	49	615	-	615	487	55.81%
SC55001 - Benefits : Employee Retirement	73,876	3,327	43,126	-	43,126	30,750	58.38%
SC55002 - Benefits : Disability Income Plan	1,617	61	755	-	755	862	46.68%
SC55003 - Benefits : Employee Insurance	64,018	3,095	38,504	-	38,504	25,514	60.15%
SC55005 - Benefits : Medicare	10,656	870	6,189	-	6,189	4,467	58.08%
SC55008 - Benefits : Thrift Plan	34,571	1,395	17,420	-	17,420	17,151	50.39%
SC55009 - Benefits : Car Allowance	5,200	400	5,000	-	5,000	200	96.15%
SC55010 - Benefits : Phone Allowance	2,392	46	577	-	577	1,815	24.12%
60000:Supplies	120,000	4,358	6,837	847	7,684	112,316	6.40%
SC0500 - Office Supplies less than \$5,000	10,000	274	1,575	687	2,261	7,739	22.61%
SC0514 - Other Supplies	3,000	-	-	-	-	3,000	0.00%
SC0516 - Supplies/Computer Hardware	22,000	3,769	4,771	161	4,932	17,068	22.42%
SC0517 - Office Furniture less than \$5,000	60,000	-	-	-	-	60,000	0.00%
SC0521 - Cost Of Food & Beverage	25,000	316	490	-	490	24,510	1.96%
61000:Purchase/Contract	516,502	233,424	717,095	230,766	947,861	(431,359)	183.52%
SC0533 - Special Services	466,502	67	389,986	2,139	392,125	74,376	84.06%
SC0566 - Securing Of Properties	-	-	489	-	489	(489)	0.00%
SC0574 - Professional Services	50,000	233,357	326,620	228,627	555,246	(505,246)	1110.49%
62000:Utilities	20,000	-	-	-	-	20,000	0.00%
SC0578 - Electric Service	20,000	-	-	-	-	20,000	0.00%
63000:Maintenance and Repair	450,000	10,409	31,693	1,567	33,260	416,740	7.39%
SC0583 - Maintenance of Buildings	450,000	10,409	31,693	1,567	33,260	416,740	7.39%
65000:Miscellaneous Expense	305,000	28,397	103,321	-	103,321	201,679	33.88%
SC0658 - Advertising	300,000	28,397	102,369	-	102,369	197,631	34.12%
SC0735 - Employee Reimbursement - non travel/training	5,000	-	952	-	952	4,048	19.03%
66000:Travel and Training	118,000	7,765	72,236	3,500	75,736	42,264	64.18%
SC0668 - Membership	21,000	-	13,750	-	13,750	7,250	65.48%
SC0669 - Training	6,000	-	4,032	-	4,032	1,968	67.21%
SC0670 - Registration	-	4,550	8,663	-	8,663	(8,663)	0.00%
SC0671 - Travel	91,000	3,215	45,790	3,500	49,290	41,710	54.17%
67000:Interdepartmental Expense	6,000	64	1,255	-	1,255	4,745	20.91%
SC0500 - Office Supplies less than \$5,000	-	-	132	-	132	(132)	0.00%
SC0633 - General Services Charges	6,000	64	1,123	-	1,123	4,877	18.71%

**FD8050 Arlington Economic Development Corporation  
 CC973005 Economic Development Corporation Projects  
 FY23 EDC Project Expenditures Detail by Month**

**NOTE: There were no project related expenditures in October, November, December, January, April, July, and August**

**FEBRUARY**

Amount	Transaction Date	Payee	Purpose
903,090.98	2/8/2023	LAWYERS TITLE COMPANY	Center Street Gateway Project: 1407 N Center St (earnest money)
3,263.04	2/9/2023	LAWYERS TITLE COMPANY	Center Street Gateway Project: 1413 N Center St (earnest money)
2,818.40	2/9/2023	LAWYERS TITLE COMPANY	Center Street Gateway Project: 1409 N Center St (earnest money)
28,347.82	2/9/2023	LAWYERS TITLE COMPANY	Center Street Gateway Project: 1311, 1403, 1404, 1406, 1412, 1414, and 1416 N Center St (earnest money)
5,160.00	2/9/2023	Alamo Title Company	Center Street Gateway Project: 1407 N Center St (earnest money)
3,263.04	2/10/2023	Stewart Title Company Escrow Account	Center Street Gateway Project: 1408 N Center St (earnest money)
5,000.00	2/10/2023	Stewart Title Company Escrow Account	Center Street Gateway Project: 1411 and 1413 Altman (earnest money)
1,736.96	2/13/2023	Stewart Title Company Escrow Account	Center Street Gateway Project: 1408 N Center St (earnest money)
<b>952,680.24</b>			

**MARCH**

Amount	Transaction Date	Payee	Purpose
1,000,000.00	3/6/2023	Miscellaneous Payee: Bell Textron, Inc.	Bell Textron AEDC Performance Agreement grant #1
518,389.75	3/15/2023	Alamo Title Company	Center Street Gateway Project: 1407 N Center St
325,508.94	3/15/2023	LAWYERS TITLE COMPANY	Center Street Gateway Project: 1413 N Center St
280,896.33	3/15/2023	LAWYERS TITLE COMPANY	Center Street Gateway Project: 1409 N Center St
318,581.85	3/15/2023	Stewart Title Company Escrow Account	Center Street Gateway Project: 1408 N Center St
637,007.69	3/15/2023	Stewart Title Company Escrow Account	Center Street Gateway Project: 1411 and 1413 Altman Dr
(650.00)	3/21/2023	Ad hoc bank transaction	
<b>3,079,734.56</b>			

**MAY**

Amount	Transaction Date	Payee	Purpose
2,812,619.30	5/4/2023	Miscellaneous Payee: Alamo Title Company	Center Street Gateway Project: 1311, 1403, 1404, 1406, 1412, 1414, and 1416 N Center St
<b>2,812,619.30</b>			

**JUNE**

Amount	Transaction Date	Payee	Purpose
500,000.00	6/28/2023	First Rate, Inc.	Incubator incentive agreement
<b>500,000.00</b>			

**7,345,034.10 Total**

**Summary by Project**

5,845,034	Center Street Gateway Project
1,000,000	Bell Textron
500,000	First Rate, Inc.
<b>7,345,034</b>	<b>Total</b>





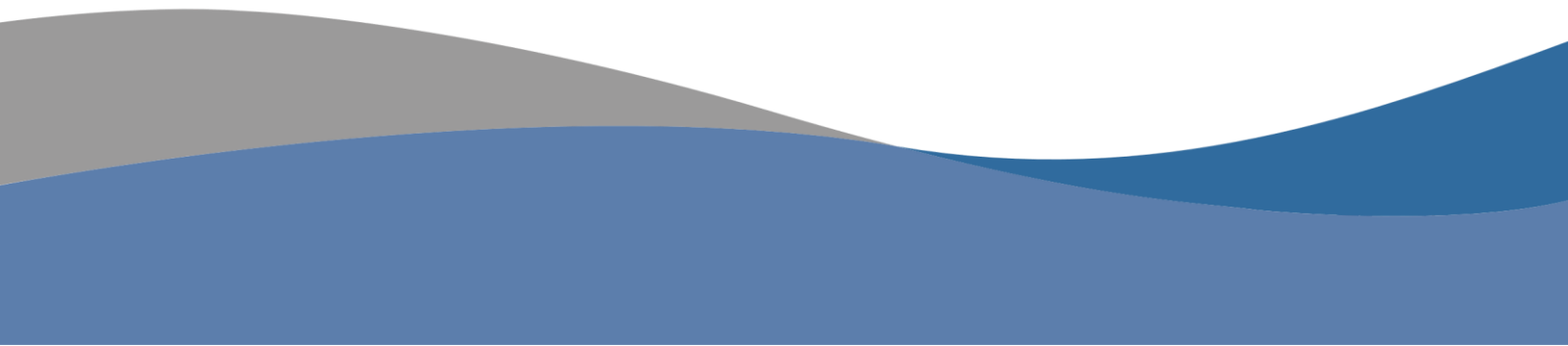
## Industry Spotlight

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# Architectural, Engineering, and Related Services

Dallas-Fort Worth-Arlington, TX MSA

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Industry Snapshot ..... 4

Staffing Pattern ..... 5

Geographic Distribution ..... 6

Drivers of Employment Growth ..... 7

Employment Distribution by Type ..... 8

Establishments ..... 9

GDP & Productivity..... 10

Sector Strategy Pathways..... 11

Postsecondary Programs Linked to Architectural, Engineering, and Related Services ..... 12

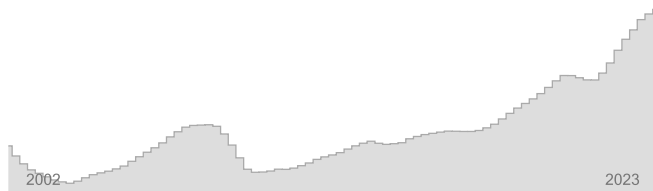
Data Notes..... 13

Region Definition..... 14

FAQ..... 15

# Architectural, Engineering, and Related Services Dallas-Fort Worth-Arlington, TX MSA – 2023Q1

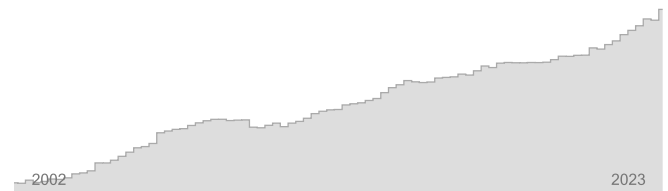
## EMPLOYMENT



**46,589**

Regional employment / **1,759,973** in the nation

## WAGES

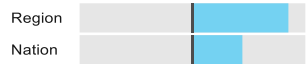


**\$107,994**

Avg Wages per Worker / **\$105,175** in the nation

**3.5%** ↑

Avg Ann % Change Last 10 Years / **+1.8%** in the US



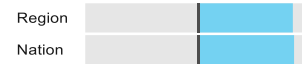
**1.1%**

% of Total Employment / **1.1%** in the US

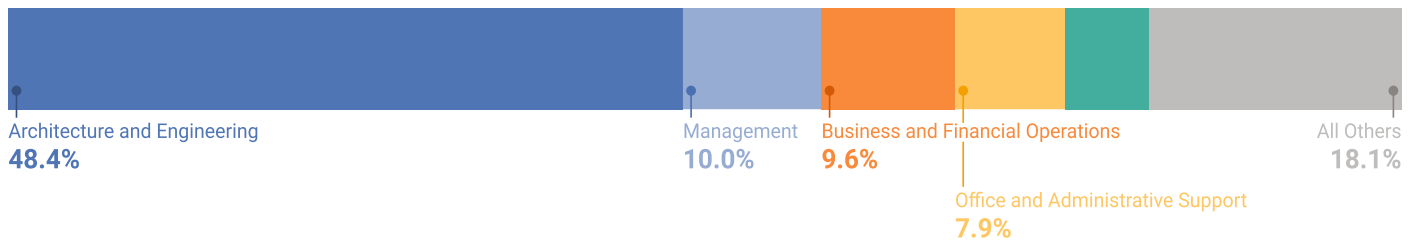


**2.7%** ↑

Avg Ann % Change Last 10 Years / **+2.8%** in the US

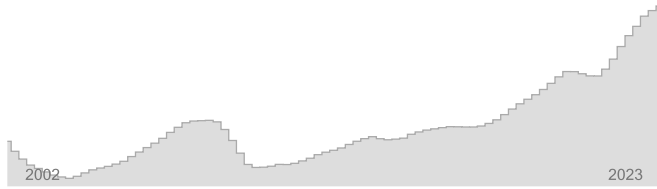


## TOP OCCUPATION GROUPS

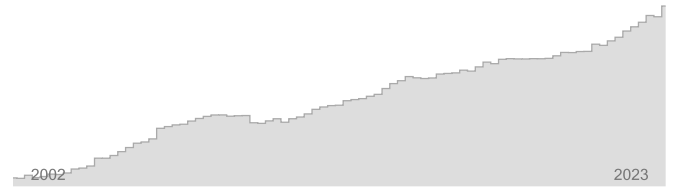



# Industry Snapshot


## EMPLOYMENT



## WAGES

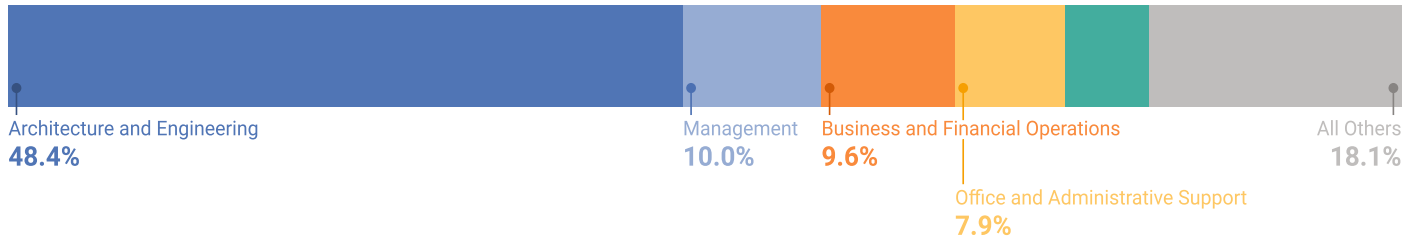


4-Digit Industry	Empl	Avg Ann Wages	LQ	5yr History	Annual Demand	Forecast Ann Growth
<b>Architectural, Engineering, and Related Services</b>	<b>46,589</b>	<b>\$107,994</b>	<b>1.02</b>		<b>4,667</b>	<b>1.3%</b>


 Employment is one of the broadest and most timely measures of a region's economy. Fluctuations in the number of jobs shed light on the health of an industry. A growing employment base creates more opportunities for regional residents and helps a region grow its population.

 Since wages and salaries generally compose the majority of a household's income, the annual average wages of a region affect its average household income, housing market, quality of life, and other socioeconomic indicators.

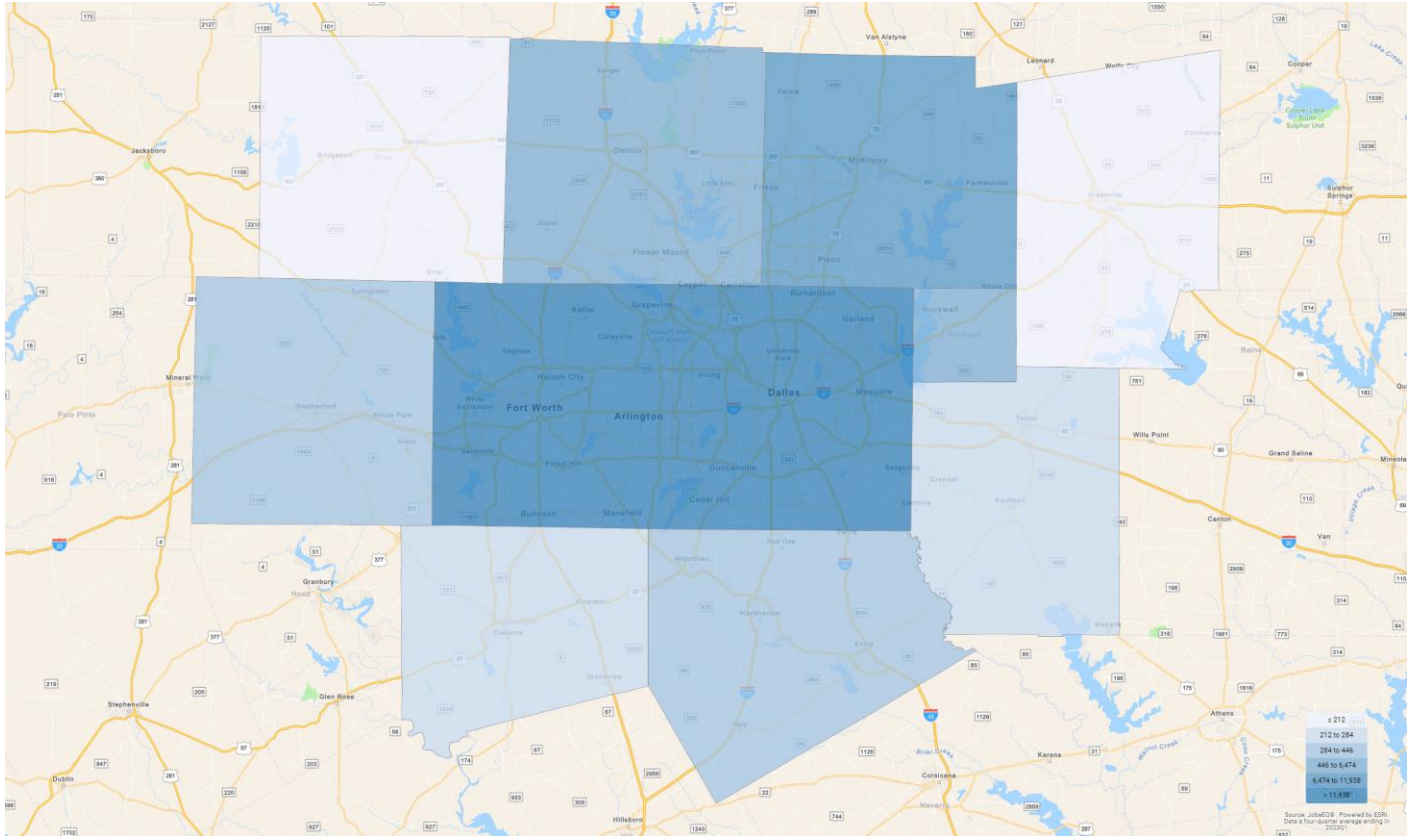
# Staffing Pattern



6-digit Occupation	Empl	Avg Ann Wages	Annual Demand
Civil Engineers	4,713	\$98,900	442
Architects, Except Landscape and Naval	3,151	\$96,200	273
Architectural and Civil Drafters	2,465	\$61,800	309
Project Management Specialists	2,060	\$104,800	198
Surveying and Mapping Technicians	1,726	\$52,100	247
Construction and Building Inspectors	1,702	\$69,200	234
General and Operations Managers	1,655	\$153,400	172
Mechanical Engineers	1,567	\$111,000	116
Architectural and Engineering Managers	1,494	\$160,600	128
Surveyors	1,279	\$72,400	115
Remaining Component Occupations	24,759	\$74,500	2,665
<b>Total</b>	<b>46,569</b>		

 The mix of occupations points to the ability of a region to support an industry and its flexibility to adapt to future demand. Industry wages are a component of the cost of labor for regional employers.

# Geographic Distribution



Region	Empl	Region	Empl
Dallas County, Texas	24,325	Parker County, Texas	316
Tarrant County, Texas	11,938	Ellis County, Texas	285
Collin County, Texas	6,475	Kaufman County, Texas	258
Denton County, Texas	2,060	Johnson County, Texas	212
Rockwall County, Texas	447	Hunt County, Texas	204
		All Others	69

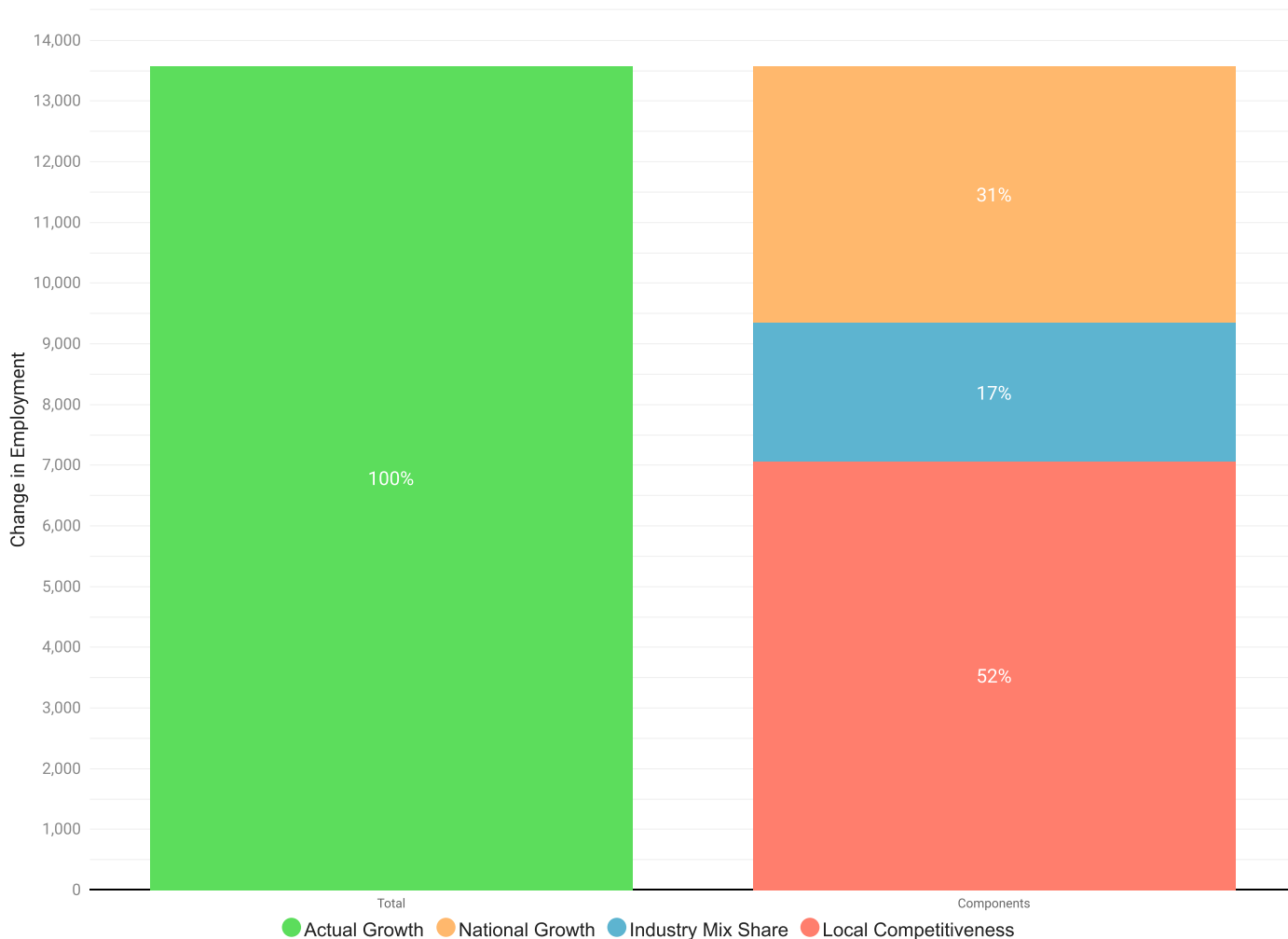
Source: JobsEQ®

 The geographic distribution of industry employment by place of work illustrates the impact on labor force demand and commuting patterns.



# Drivers of Employment Growth

Over the ten years ending 2022, employment in Architectural, Engineering, and Related Services for the Dallas-Fort Worth-Arlington, TX MSA added 13,577 jobs. After adjusting for national growth during this period and industry mix share, the part of this employment change due to local competitiveness was a gain of 7,057 jobs—meaning this industry was more competitive than its national counterpart during this period.

Drivers of Employment Growth for Dallas-Fort Worth-Arlington, TX MSA



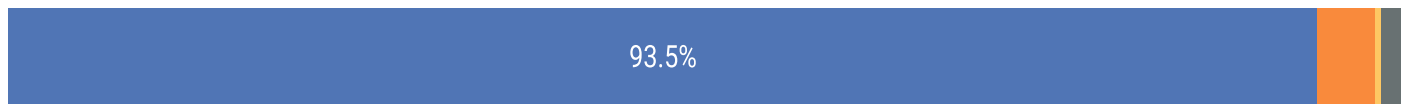
Source: JobsEQ®, Data as of 2022Q4

-  Shift-share analysis sheds light on the factors that drive regional employment growth in an industry. A positive change in local competitiveness indicates advantages that may be due to factors such as superior technology, management, and labor pool, etc.
-  National growth is due to the overall growth or contraction in the national economy. Industry mix share is the growth attributable to the specific industries examined (based on national industry growth patterns and the industry mix of the region).

# Employment Distribution by Type

The table below shows the employment mix by ownership type for Architectural, Engineering, and Related Services for the Dallas-Fort Worth-Arlington, TX MSA. Four of these ownership types — federal, state, and local government and the private sector — together constitute “Covered Employment” (employment covered by the Unemployment Insurance programs of the United States and reported via the Quarterly Census of Employment and Wages).

“Self-Employment” refers to unincorporated self-employment and represents workers whose primary job is self-employment (that is, these data do not include workers whose primary job is a wage-and-salary position that is supplemented with self-employment).



	<b>Empl</b>	<b>%</b>
Private	43,548	93.5%
Self-Employment	1,881	4.0%
Local Government	188	0.4%
Federal Government	972	2.1%

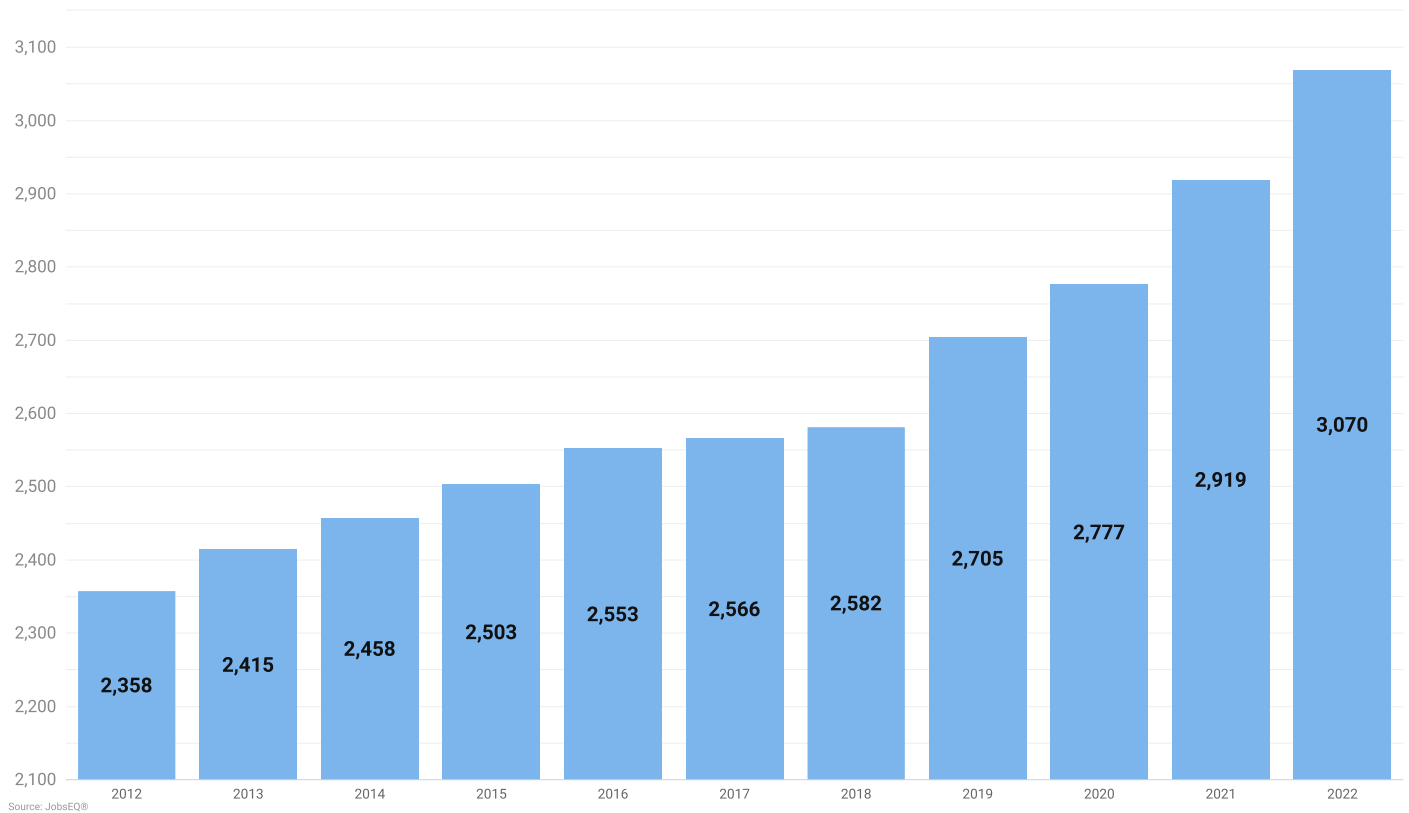
Source: JobsEQ®


 Strong entrepreneurial activity is indicative of growing industries. Using self-employment as a proxy for entrepreneurs, a higher share of self-employed individuals within a regional industry points to future growth.



# Establishments

In 2022, there were 3,070 Architectural, Engineering, and Related Services establishments in the Dallas-Fort Worth-Arlington, TX MSA (per covered employment establishment counts), an increase from 2,358 establishments ten years earlier in 2012.

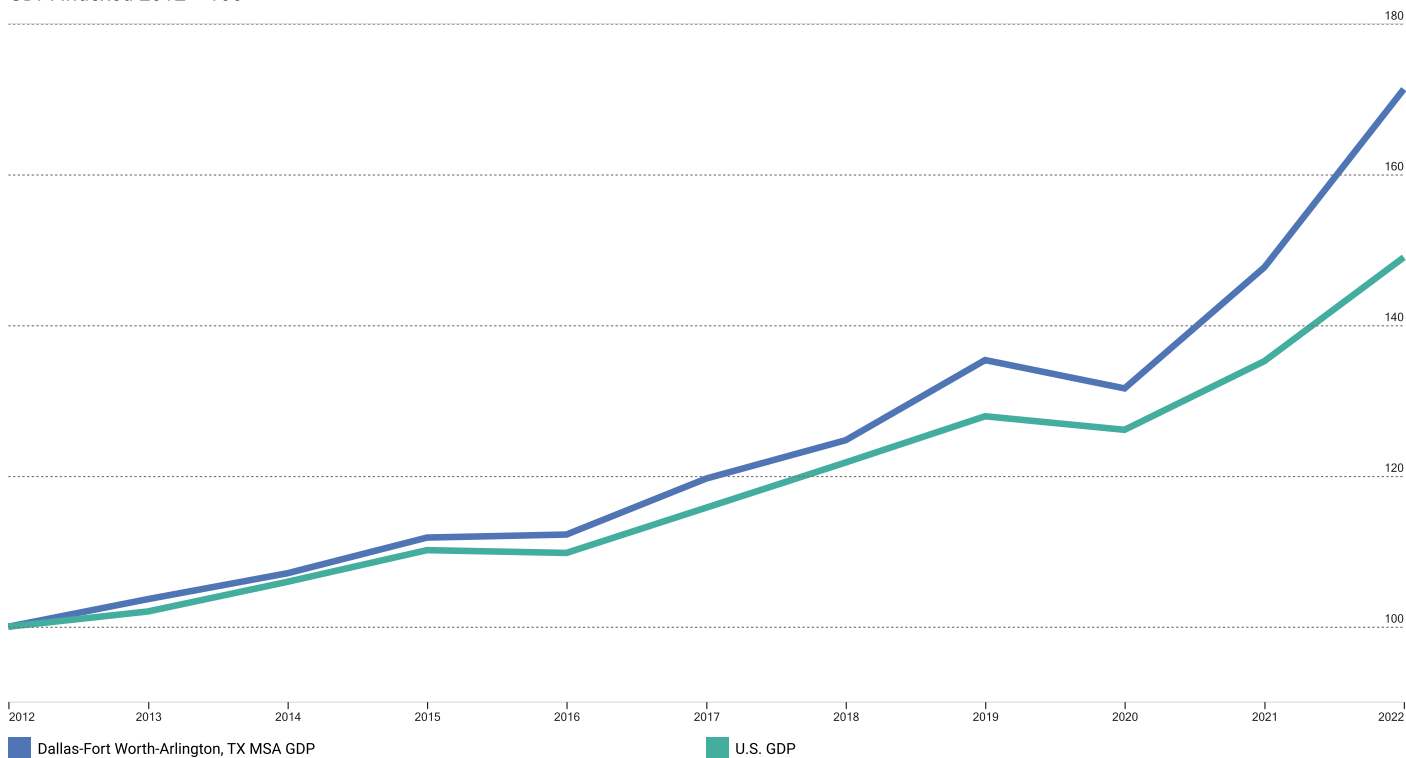


 New business formations are an important source of job creation in a regional economy, spurring innovation and competition, and driving productivity growth. Establishment data can provide an indicator of growth in businesses by counting each single location (such as a factory or a store) where business activity takes place, and with at least one employee.

# GDP & Productivity

In 2022, Architectural, Engineering, and Related Services produced \$7.0 billion in GDP for the Dallas-Fort Worth-Arlington, TX MSA.

GDP: Indexed 2012 = 100



## 1.0 %

Industry Share of Total GDP /  
**1.0 %** in the nation



## 5.5 % ↑

Avg Ann % Change Last 10 Yrs /  
**4.1 %** in the nation



## \$287k

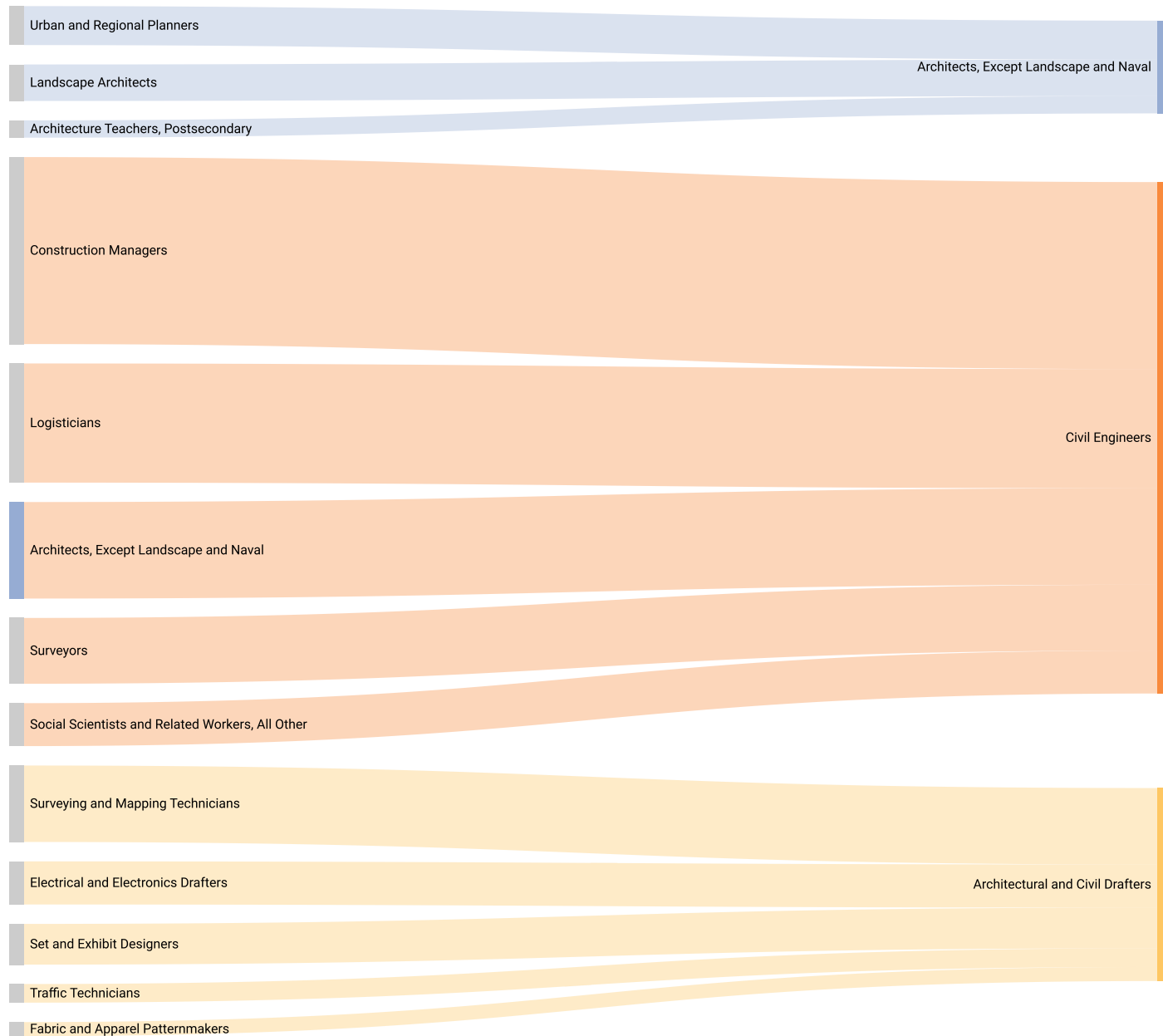
Output per Worker /  
**\$278k** in the nation




💡 Gross domestic product (GDP) is the most comprehensive measure of regional economic activity, and an industry's contribution to GDP is an important indicator of regional industry strength. It is a measure of total value-added to a regional economy in the form of labor income, proprietor's income, and business profits, among others. GDP values shown on this page are nominal GDP data.

💡 Growth in productivity (output per worker) leads to increases in wealth and higher average standards of living in a region.

# Sector Strategy Pathways





 The graphics on this page illustrate relationships and potential movement (from left to right) between occupations that share similar skill sets. Developing career pathways as a strategy promotes industry employment growth and workforce engagement.

# Postsecondary Programs Linked to Architectural, Engineering, and Related Services

Program	Awards
<b>El Centro / Dallas College</b>	
Drafting and Design Technology/Technician, General	94
<b>Tarrant County College District</b>	
Drafting and Design Technology/Technician, General	47
<b>The University of Texas at Arlington</b>	
Architectural and Building Sciences/Technology	44
Architecture	80
Civil Engineering, General	222
Construction Engineering	134
Mechanical Engineering	284
<b>The University of Texas at Dallas</b>	
Electrical and Electronics Engineering	252
Mechanical Engineering	293
<b>University of North Texas</b>	
Geography	40

Source: [JobsEQ®](#)

-  The number of graduates from postsecondary programs in the region identifies the pipeline of future workers as well as the training capacity to support industry demand.
-  Among postsecondary programs at schools located in the Dallas-Fort Worth-Arlington, TX MSA, the sampling above identifies those most linked to occupations relevant to Architectural, Engineering, and Related Services. For a complete list see JobsEQ®, <http://www.chmuraecon.com/jobseq>

# Data Notes

- Industry employment and wages (including total regional employment and wages) are as of 2023Q1 and are based upon BLS QCEW data, imputed by Chmura where necessary, and supplemented by additional sources including Census ZBP data. Employment forecasts are modeled by Chmura and are consistent with BLS national-level 10-year forecasts.
- Occupation employment is as of 2023Q1 and is based on industry employment and local staffing patterns calculated by Chmura and utilizing BLS OEWS data. Wages by occupation are as of 2023, utilizing BLS OEWS data and imputed by Chmura.
- GDP is derived from BEA data and imputations by Chmura. Productivity (output per worker) is calculated by Chmura using industry employment and wages as well as GDP and BLS output data. Supply chain modeling including purchases by industry are developed by Chmura.
- Postsecondary awards are per the NCES and are for the 2020-2021 academic year.
- Establishment counts are per the BLS QCEW data.
- Figures may not sum due to rounding.

# Region Definition

**Dallas-Fort Worth-Arlington, TX MSA is defined as the following counties:**

Collin County, Texas

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Dallas County, Texas

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Denton County, Texas

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Ellis County, Texas

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Hunt County, Texas

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Johnson County, Texas

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Kaufman County, Texas

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Parker County, Texas

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Rockwall County, Texas

---

Tarrant County, Texas

---

Wise County, Texas

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# FAQ

## **What is (LQ) location quotient?**

Location quotient is a measurement of concentration in comparison to the nation. An LQ of 1.00 indicates a region has the same concentration of an industry (or occupation) as the nation. An LQ of 2.00 would mean the region has twice the expected employment compared to the nation and an LQ of 0.50 would mean the region has half the expected employment in comparison to the nation.

## **What is annual demand?**

Annual demand is a of the sum of the annual projected growth demand and separation demand. Separation demand is the number of jobs required due to separations—labor force exits (including retirements) and turnover resulting from workers moving from one occupation into another. Note that separation demand does not include all turnover—it does not include when workers stay in the same occupation but switch employers. Growth demand is the increase or decrease of jobs expected due to expansion or contraction of the overall number of jobs.

## **What is the difference between industry wages and occupation wages?**

Industry wages and occupation wages are estimated via separate data sets, often the time periods being reported do not align, and wages are defined slightly differently in the two systems (for example, certain bonuses are included in the industry wages but not the occupation wages). It is therefore common that estimates of the average industry wages and average occupation wages in a region do not match exactly.

# Staff Report



<b>Professional Services Contract with M4 Realty Advisors, LLC- Renewal and Modification of Contract</b>	
Arlington Economic Development Corporation Meeting Date: 10-17-2023	Document Being Considered: Resolution

## **RECOMMENDATION**

Approve a resolution authorizing the Executive Director of the Arlington Economic Development Corporation (AEDC) to execute a Renewal and Modification of Contract for the Professional Services Contract for assistance with real estate matters with M4 Realty Advisors, LLC.

## **PRIOR BOARD OR COUNCIL ACTION**

On October 18, 2022, the AEDC Board of Directors approved Resolution No. 22-005 authorizing the Executive Director to execute a one year Professional Services Contract with M4 Realty Advisors, LLC.

## **ANALYSIS**

To advance the goals of the adopted Economic Development Strategy, the AEDC Executive Director would like to renew, for a one year period, the Professional Services Contract with M4 Realty Advisors, LLC. M4 Realty Advisors, LLC, a licensed real estate brokerage with staff who have served the Arlington and greater North Texas community for decades, will provide professional services to the AEDC.

These services include identification of sites ready for development or redevelopment that would be necessary for the creation or retention of primary jobs and/or necessary to promote or expand business enterprises; pursuit of opportunities that foster expansion and renovation of existing corporate office properties, development of new corporate office properties, and redevelopment of existing infill sites that will promote job retention or creation; and promotion of new economic development opportunities for Arlington by actively engaging with regional and national real estate associations and implementing networking events targeted towards office and industrial tenant representatives and brokers.

The Contract will be renewed until October 31, 2024 and the compensation will be modified to reflect a rate of \$16,800/month with a total fee not to exceed \$201,600.

## **FINANCIAL IMPACT**

The total financial impact of this agreement is \$201,600.

Funding is available in the AEDC account no. CC973010-61000-SC0533.

## **ADDITIONAL INFORMATION**

Attached:

Resolution with Renewal and Modification of Contract attached

Under separate cover:

None

Available in the City Secretary's office:

None

Form 1295:

Yes

MWBE:

No

## **STAFF CONTACTS**

Broderick Green



Executive Director  
Arlington Economic Development Corporation  
817-459-6432  
[Broderick.Green@arlingtontx.gov](mailto:Broderick.Green@arlingtontx.gov)

**ARLINGTON ECONOMIC DEVELOPMENT CORPORATION**  
**Resolution No. \_\_\_\_\_**

**A resolution of the Board of Directors authorizing the Executive Director to execute a Renewal and Modification of Contract for the Professional Services Contract between the Arlington Economic Development Corporation and M4 Realty Advisors, LLC.**

WHEREAS, on October 18, 2022, the Arlington Economic Development Corporation Board of Directors approved Resolution No. 22-005 authorizing the Executive Director to execute a one-year Professional Services Contract with M4 Realty Advisors, LLC; AND

WHEREAS, the Arlington Economic Development Corporation and M4 Realty Advisors, LLC desire to renew the Professional Services Contract for one-year and modify the compensation amount; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ARLINGTON ECONOMIC DEVELOPMENT CORPORATION:

I.

That the Executive Director of the Arlington Economic Development Corporation is hereby authorized to execute a Renewal and Modification of Contract for the Professional Services Contract with M4 Realty Advisors, LLC, of Arlington, Texas, for professional services in an amount not to exceed \$201,600. Funds are budgeted in EDC CC973010.

II.

A substantial copy of the Renewal and Modification of Contract is attached hereto an incorporated herein for all intents and purposes.

PRESENTED AND PASSED on this the \_\_\_\_ day of \_\_\_\_\_, 2023, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays at a regular meeting of the Board of Directs of the Arlington Economic Development Corporation.

\_\_\_\_\_  
Michael Jacobson, President

ATTEST:

\_\_\_\_\_  
Alex Busken, Assistant Secretary

APPROVED AS TO FORM:

MOLLY SHORTALL, Counsel for the  
Arlington Economic Development  
Corporation

BY \_\_\_\_\_

THE STATE OF TEXAS     §  
  §  
COUNTY OF TARRANT   §

**Renewal and  
Modification of Contract**

THIS Renewal and Modification of Contract (hereafter "Modification") is made and entered into on this \_\_\_\_\_ day of \_\_\_\_\_, 2023 (hereafter "Effective Date"), by and between **M4 REALTY ADVISORS, LLC**, whose address is 3100 Woodford Drive, Arlington, Texas 76013 (hereafter "CONSULTANT") and the **ARLINGTON ECONOMIC DEVELOPMENT CORPORATION**, a Texas non-profit corporation acting by and through its authorized officers (hereafter "AEDC") municipal corporation located in Tarrant County, Texas, acting by and through its City Manger or his desinee (hereafter "CITY").

W I T N E S S E T H:

WHEREAS, CONSULTANT and AEDC entered into a Professional Services Contract approved by the AEDC Board of Directors by Resolution No. 22-005 (hereafter "Contract"); and

WHEREAS, CONSULTANT and AEDC now desire to renew and modify the Contract in certain respects as set forth herein; NOW THEREFORE

The Contract is incorporated herein as if written word for word. Except as provided below, all other terms and conditions of the Contract shall remain unchanged and in full force and effect. In the event of any conflict or inconsistency between the provisions set forth in this Modification and the Contract, this Contract shall govern and control. In consideration of the foregoing, and for other good and valuable consideration, the parties hereby agree to renew and modify the Contract as follows:

**I.**

The Contract is renewed and the term is extended to run until October 31, 2024.

**II.**

Section III. of the Contract is modified to provide that CONSULTANT's compensation for the renewed term shall be at a monthly rate of \$16,800/month with a total fee not to exceed \$201,600.

**III.**

CONSULTANT recognizes that this Modification shall commence upon the day first written above and continue in full force and effect until termination in accordance with the provisions of the Contract.

**M4 REALTY ADVISORS, LLC**

BY \_\_\_\_\_  
KEVIN MCGLAUN

WITNESS:

\_\_\_\_\_

**ARLINGTON ECONOMIC  
DEVELOPMENT CORPORATION**

BY \_\_\_\_\_  
BRODERICK GREEN  
Executive Director

ATTEST:

\_\_\_\_\_  
AEDC SECRETARY

APPROVED AS TO FORM:  
MOLLY SHORTALL, Counsel for the  
Arlington Economic Development  
Corporation

BY \_\_\_\_\_

THE STATE OF TEXAS §  
 COUNTY OF TARRANT §

**M4 REALTY ADVISORS, LLC**  
**Acknowledgment**

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared \_\_\_\_\_, known to me (or proved to me on the oath of \_\_\_\_\_ or through \_\_\_\_\_ (*description of identity card or other document*)) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed same for and as the act and deed of **M4 REALTY ADVISORS, LLC**, an entity duly authorized to do business in the State of Texas, and as the \_\_\_\_\_ for the purposes and consideration therein expressed, and in the capacity therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
 Notary Public in and for  
 The State of Texas

\_\_\_\_\_  
 My Commission Expires

\_\_\_\_\_  
 Notary's Printed Name

THE STATE OF TEXAS §  
 COUNTY OF TARRANT §

**ARLINGTON ECONOMIC DEVELOPMENT CORPORATION**  
**Acknowledgment**

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared **BRODERICK GREEN**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed same for and as the act and deed of the **ARLINGTON ECONOMIC DEVELOPMENT CORPORATION**, a Texas nonprofit corporation as the **Executive Directors** thereof, and for the purposes and consideration therein expressed, and in the capacity therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
 Notary Public in and for  
 The State of Texas

\_\_\_\_\_  
 My Commission Expires

\_\_\_\_\_  
 Notary's Printed Name

# Staff Report

<b>Electing Officers to the Board of Directors of the Arlington Economic Development Corporation</b>	
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Economic Development Corporation Board Meeting Date: 10-17-2023	Document Being Considered: Resolution
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## **RECOMMENDATION**

Approve a resolution electing officers to the Board of Directors of the Arlington Economic Development Corporation.

## **ANALYSIS**

The President, Vice President, Secretary and Treasurer are officially elected by a majority vote of the Board of Directors of the Arlington Economic Development Corporation ("AEDC"), commencing immediately, for a one (1) year term to expire October 17, 2024, with the right to be elected to successive terms.

The above elections are made pursuant to the authority contained in bylaws of the Arlington Economic Development Corporation.

## **FINANCIAL IMPACT**

None.

## **ADDITIONAL INFORMATION**

Attached:

Resolution

Under Separate Cover:

None

Available in the City Secretary's Office:

None

## **STAFF CONTACT(S)**

Broderick Green

Executive Director

[Broderick.Green@arlingtontx.gov](mailto:Broderick.Green@arlingtontx.gov)

**Resolution No. \_\_\_\_\_**

**A resolution electing officers to the Board of Directors of the  
Arlington Economic Development Corporation.**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ARLINGTON ECONOMIC  
DEVELOPMENT CORPORATION:

**I.**

That the following officers are hereby officially elected by a majority vote of the Board of  
Directors of the Arlington Economic Development Corporation (“AEDC”), commencing  
immediately, for a one (1) year term to expire October 17, 2024:

NAME	EXPIRATION	POSITION
_____	10-17-24	President
_____	10-17-24	Vice President
_____	10-17-24	Secretary
_____	10-17-24	Treasurer

The above elections are made pursuant to the authority contained in bylaws of the  
Arlington Economic Development Corporation.

PRESENTED AND PASSED on the 17<sup>th</sup> day of October, 2023, by a vote of \_\_\_ ayes and \_\_\_ nays  
at a regular meeting of the Board of Directors of the Arlington Economic Development  
Corporation.

\_\_\_\_\_  
Michael Jacobson, President

ATTEST:

\_\_\_\_\_  
Alex Busken, Assistant Secretary

APPROVED AS TO FORM:  
MOLLY SHORTALL, Counsel for the  
Arlington Economic Development Corporation

By \_\_\_\_\_



# Staff Report

<b>Authorize the Competitive Sealed Proposal Procurement Method for the Choctaw Stadium Office Improvements, Project 24-0027, PJ000174</b>	
Economic Development Corporation Board Meeting Date: 10-17-2023	Document Being Considered: Resolution

## **RECOMMENDATION**

Approve a resolution authorizing the use of the Competitive Sealed Proposal (CSP) service delivery method of construction for the Choctaw Stadium Office Improvements, located at 1717 E Randol Mill Road, Arlington, Texas 76011.

## **ANALYSIS**

This construction project is a remodel of existing space, approximately 1800 square feet, in Choctaw Stadium for the new Economic Development Corporation office.

The design drawings are almost complete and will be issued for bidding in October 2023.

The CSP method allows for the negotiation of both price and contract terms. Negotiation is the key to ensuring that the AEDC controls cost without sacrificing quality. Soliciting this project using the CSP method will be in the best interest of and best value to the AEDC.

## **FINANCIAL IMPACT**

The financial impact cannot be determined until the sealed proposals are received and negotiations of contract terms and pricing are complete. This information will be provided to the AEDC Board of Directors and City Council when the negotiated contract is presented for approval.

## **ADDITIONAL INFORMATION**

Attached:

Resolution

Under Separate Cover:

None

Available in the City Secretary's Office:

None

## **STAFF CONTACT(S)**

Broderick Green

Executive Director

[Broderick.Green@arlingtontx.gov](mailto:Broderick.Green@arlingtontx.gov)

**Resolution No. \_\_\_\_\_**

**A resolution authorizing the competitive sealed proposal procurement method for the remodel of existing space in Choctaw Stadium for the new Arlington Economic Development Corporation office**

WHEREAS, Chapter 252 of the Texas Local Government Code requires the approval of a municipality's governing body to use a procurement method other than competitive sealed bidding for goods and services; and

WHEREAS, Chapter 2269 of the Texas Government Code allows alternate methods of construction including competitive sealed proposals under a public work contract for improvements to real property; and

WHEREAS, the Arlington Economic Development Corporation ("AEDC") desires to issue competitive sealed proposals to solicit responses from contractors for the remodel of existing space in Choctaw Stadium for the new AEDC office, located at 1717 E. Randol Mill Road; and

WHEREAS, negotiation will ensure that the AEDC controls cost without sacrificing service quality; and

WHEREAS, competitive sealed proposals allow for negotiation of both price and contract terms after proposals are submitted; and

WHEREAS, the competitive sealed proposal method is in the best interest of and best value to the AEDC; NOW THEREFORE

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ARLINGTON ECONOMIC DEVELOPMENT CORPORATION:

I.

That the Board of Directors of the Arlington Economic Development Corporation hereby finds that the competitive sealed proposal procurement method provides the best value for the AEDC relative to the remodel of existing space in Choctaw Stadium for the new AEDC office, located at 1717 E Randol Mill Road, and hereby authorizes the Executive Director or his designee to proceed with such procurement.

PRESENTED AND PASSED on this the \_\_\_\_\_ day of \_\_\_\_\_, 2023, by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays at a regular meeting of the Board of Directors of the Arlington Economic Development Corporation.

\_\_\_\_\_  
Michael Jacobson, President

ATTEST:

\_\_\_\_\_  
ALEX BUSKEN, City Secretary

APPROVED AS TO FORM:  
MOLLY SHORTALL, City Attorney

BY \_\_\_\_\_