

**AGENDA
4B ECONOMIC DEVELOPMENT COMMISSION
CITY OF FERRIS
MUNICIPAL CORPORATION OF THE
STATE OF TEXAS, ELLIS COUNTY
AT THE
FERRIS PUBLIC LIBRARY
301 E. TENTH STREET, FERRIS, TEXAS 75125
7:00 P.M. TUESDAY, FEBRUARY 23, 2016**

NOTICE IS HEREBY GIVEN THAT THE FERRIS 4B ECONOMIC DEVELOPMENT COMMISSION OF THE CITY OF FERRIS WILL MEET IN REGULAR SESSION AT 7:00 P.M. ON THE 23rd DAY OF FEBRUARY, 2016 AT THE FERRIS PUBLIC LIBRARY LOCATED AT 301 E. TENTH STREET, FERRIS, TEXAS 75125, FOR THE PURPOSE OF CONSIDERING:

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
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COMMISSION BUSINESS

- | | | |
|----|--|---|
| 1. | Call to order. | Ø |
| 2. | Roll call to determine the presence of a quorum. | 1 |
| 3. | Discussion of EDC finances | Ø |

APPROVAL OF MINUTES

- | | | |
|----|--|---|
| 4. | Consider approval of minutes of 4B E.D.C. meeting of January 26, 2016. | 2 |
|----|--|---|

DISCUSSION

- | | | |
|----|---|---|
| 5. | Update regarding City Council retreat. | Ø |
| 6. | Project Updates regarding: | Ø |
| | i. Soccer fields | |
| | ii. Veteran's Memorial Park | |
| | iii. Atlantic Hotel Group project | |
| 7. | Discussion, consideration, and action as may be appropriate regarding the 2015-2016 budget. | 5 |
| | i. Discussion regarding the Façade Improvement program. | |
| | ii. Discussion regarding the alley park. | |

OLD BUSINESS

8. Confirmation of a joint 4A and 4B 2-day Board Work Retreat. Ø

CLOSING

9. Discuss items to be placed on next meeting's agenda. Ø
10. Adjourn. Ø
-

Executive Session Reservation

The Ferris 4B Economic Development Commission reserves the right to convene into an Executive Session (closed to the public) as authorized by Sec.

551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT

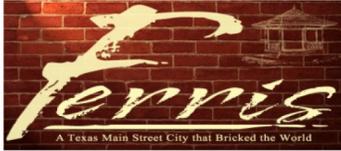
NEGOTIATIONS: Closed session is allowed (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

Disability Assistance and Accommodation

Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 544-2110 two working days prior to the meeting so that appropriate arrangements can be made.

I, CYNTHIA SANCHEZ, HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON OR BEFORE THE 19th DAY OF FEBRUARY, 2016 BY 5:00 P.M.


CYNTHIA SANCHEZ FOR
DESTINY WRIGHT, CITY SECRETARY



4B E.D.C. MEETING ATTENDANCE RECORD 2015-2016

4B E.D.C. Commission			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Place	Name	Title	22	27	17	15	26	23	22	26	24	28	26	23
Place 1	Ginny Bodine	Secretary	-	A	P	-	P							
Place 2	Virginia January	Commissioner	-	P	A	-	P							
Place 3	Virginia Kay	Commissioner	-	A	A	-	P							
Place 4	Vacant	Commissioner	-	V	V	-	V							
Place 5	Rudy Amor	Commissioner	-	P	P	-	P							
Place 6	Barbara Pardue	Chair	-	P	P	-	P							
Place 7	Polly Starr	Commissioner	-	P	P	-	P							
Total Present:			-	4	4	-	6							

A quorum of the commission is 4 members.

City Staff		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Title	Name	22	27	17	15	26	23	22	26	24	28	26	23
City Manager	Carl Sherman	-	P	P	-	P							
Total Present:		-	5	5	-	7							

Chairman- "Will the Secretary please call the roll."
 The Secretary calls each member's position and name.
 They respond if they are present.
 Secretary- "A quorum is present."

-	Cancelled
P	Present
A	Absent
R	Resigned
D	Deceased
E	End of Term

**STATE OF TEXAS
COUNTY OF ELLIS**

THE FERRIS 4B ECONOMIC DEVELOPMENT COMMISSION MET IN A REGULAR SESSION ON JANUARY 26, 2016 AT 7:00 P.M. AT THE FERRIS PUBLIC LIBRARY LOCATED AT 301 E TENTH STREET, FERRIS, TEXAS 75125.

MEMBERS PRESENT

Ginny Bodine, Place 1
Virginia January, Place 2
Virginia Kay, Place 3
Rudy Amor, Place 5
Barbara Pardue, Place 6
Polly Starr, Place 7

STAFF PRESENT

Carl Sherman, City Manager

MEMBERS ABSENT

STAFF ABSENT

COMMISSION BUSINESS

1. Call to order.

Barbara Pardue called the meeting to order at 7:00 P.M.

2. Roll call to determine the presence of a quorum.

The roll was called and a quorum was determined to be present.

3. Discussion of economic development strategy with SJR Planning Consultants to include: annexation, TIF (Tax Increment Financing), and an overall strategic overview.

Brian Guenzel and Shai Roos of SJR Planning Consultants gave a presentation about TIF, annexation and an overview of their company's role with the City of Ferris' economic development.

APPROVAL OF MINUTES

4. Consider approval of minutes of 4B E.D.C. meeting of November 17, 2015.

01-26-2016 4B E.D.C. MINUTES

Virginia January moved to approve the 4B E.D.C. meeting minutes of November 17, 2015. Seconded by Rudy Amor. For: Unanimous. Motion carried 6-0-0.

DISCUSSION

5. Discussion regarding the 2015-2016 budget.

Board members discussed the 2015-2016 approved budget.

6. Update regarding the soccer fields.

City Manager Sherman tabled this item until more information was available.

7. Discussion regarding the Veteran's Memorial Park.

The plans to acquire the property for the park will continue. City Manager Sherman advised that the council approved the solicitation of the land from Waste Management. Sherman also stated that Bea Wallace has committed to making contributions to the Veteran's Memorial Park.

8. Discussion regarding the Façade Improvement program.

City Manager Sherman tabled this item until more information was available.

9. Discussion and consideration to schedule a joint 4A and 4B 2-day Board Work Retreat to be scheduled on either of the proposed 2-day sessions: Thursday, April 14, 2016 and Friday, April 15, 2016 or Thursday, April 21, 2016 and Friday, April 22, 2016.

City Manager Sherman notified the board that the dates of Thursday, April 21, 2016 and Friday, April 22, 2016 were agreed upon by the 4B Board. Rudy Amor moved to approve and add the dates of Thursday, April 21, 2016 and Friday, April 22, 2016 (from 10am-2pm each day) to the calendar for a joint work retreat. Seconded by Barbara Pardue. For: Unanimous. Motion carried 6-0-0.

OLD BUSINESS

10. Discussion, consideration, and action as may be appropriate regarding the alley park.

Ola Roos of VAI Architects presented some ideas for the development of the Alley Park.

CLOSING

11. Discuss items to be placed on next meeting's agenda.

- Soccer Field update
- Veteran's Memorial Park update
- Atlantic Hotel Group project update

12. Adjourn.

With no further business to come before the board, Virginia Kay moved to adjourn the meeting. Seconded by Polly Starr. For: Unanimous. Motion carried 6-0-0. Meeting adjourned at 8:47 P.M.

APPROVED THIS THE 23rd DAY OF FEBRUARY, 2016.

ATTEST:

Carl Sherman
City Manager

Cynthia Sanchez
Secretary to City Manager

**Important administrative notation:*

These minutes have been composed by using meeting notes provided to Cynthia Sanchez.

Budget Discussion Current Year Adopted Budget

ECONOMIC DEVELOPMENT FUND - 4B SUMMARY OF REVENUE AND EXPENDITURES 2015-2016

FUND 62 - 4B DEPT: 67-4B EDC	ACTUAL 2013-2014	BUDGETED 2014-2015	PROPOSED 2015-2016
TYPE: RESTRICTED FOR PROMOTIONS/HISTORIC DOWNTOWN/PARKS			
2700	BEGINNING FUND BALANCE	\$290,000.00	\$90,000.00
REVENUES			
3052	4B .5% ECONOMIC DEVELOPMENT TAX	\$119,177.74	\$90,000.00
3070	TRANSFER FROM GENERAL FUND	\$0.00	\$0.00
3840	INTEREST INCOME	\$86.46	\$250.00
	TOTAL: CURRENT REVENUE	\$119,264.20	\$90,250.00
	TOTAL FUNDS AVAILABLE	\$119,264.20	\$210,100.00
OPERATIONS			
4254	PLAQUES AND AWARDS/CEREMONIAL	\$0.00	\$0.00
4360	CONSULTANT SERVICE	\$0.00	\$0.00
4363	OTHER PROFESSIONAL SERVICES (PARK MASTER PLAN)	\$0.00	\$0.00
4364	ENGINEERING SERVICE	\$0.00	\$0.00
4365	ADVERTISEMENTS & NOTICES	\$0.00	\$1,500.00
4378	BANKING ADMIN EXPENSE	\$0.00	\$0.00
4381	DUES & MEMBERSHIPS	\$800.00	\$1,500.00
4382	PROFESSIONAL TRAINING	\$0.00	\$500.00
4383	TRAVEL EXPENSE	\$1,220.97	\$2,000.00
4390	MARKETING/PROMOTIONAL ACTIVITIES	\$3,000.00	\$3,000.00
4398	REBATES/REFUNDS (380 AGREEMENT)	\$3,749.16	\$5,000.00
4507	NOTE PAYMENT PRINCIPLE (MYERS, WINFRED L.)	\$0.00	\$0.00
4508	NOTE PAYMENT INTEREST (MYERS, WINFRED L.)	\$0.00	\$0.00
	TOTAL: OPERATIONS	\$8,770.13	\$13,000.00
TRANSFERS			
4391	ADMIN COST SHARE TO GENERAL FUND (3,500)	\$18,500.04	\$18,500.00
	ADMIN COST TO EC. DEV. POSITION (21,000)		\$24,500.00
4601	TRANSFER TO GENERAL FUND	\$0.00	\$0.00
	TOTAL: TRANSFERS	\$18,500.04	\$24,500.00
SUPPLIES & TOOLS			
4221	GENERAL OFFICE SUPPLIES	\$0.00	\$0.00
4275	SIGNS & SIGNS MATERIALS	\$0.00	\$0.00
	TOTAL: SUPPLIES & TOOLS	\$0.00	\$0.00
REPAIRS & MAINTENANCE			
4321	BUILDING/FACILITIES REPAIRS	\$62,650.00	\$62,953.00
	TOTAL: REPAIRS & MAINTENANCE	\$62,650.00	\$62,953.00
CONTINGENCY			
4624	FAÇADE IMPROVEMENTS GRANT EXPENSES	\$23,962.15	\$60,000.00
4913	RESTRICTED RESERVES	\$0.00	\$0.00
	TOTAL: CONTINGENCY	\$23,962.15	\$74,000.00
CAPITAL IMPROVEMENTS			
4400	LAND	\$0.00	\$0.00
4415	PARK IMPROVEMENTS	\$0.00	\$146,847.00
4420	BUILDING/CONSTRUCTION IMPROVEMENTS	\$0.00	\$0.00
	TOTAL: CAPITAL IMPROVEMENTS	\$0.00	\$146,847.00
	TOTAL 4B EXPENDITURES	\$113,882.32	\$301,300.00
	ENDING FUND BALANCE	\$5,381.88	\$78,950.00
	(BEGIN FUND BALANCE+REVENUE-EXPENSES)		\$80,100.00

City of Ferris
Statement of Expenditures, Encumbrances, and Appropriations
Original Budget
For 4B EDC Operations (67)
For the Fiscal Period 2016-4 Ending January 31, 2016

Current Year's Revenue and Expenditure - January 31st 2016

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
62-67-4254	Plaques & Awards/Ceremonial	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4360	Consultant Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4363	Other Professional Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4364	Engineering Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4365	Advertisement & Notices	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
62-67-4378	Banking Admin Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4381	Dues & Memberships	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
62-67-4382	Professional Training	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
62-67-4383	Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4390	Marketing/Promotional Activities	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
62-67-4398	Rebate/Refunds	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
62-67-4507	Note Payment Principle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4508	Note Payment Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 4B EDC Operations Operations		\$18,500.00	\$0.00	\$0.00	\$0.00	\$18,500.00	100.00%
62-67-4391	Adm Cost Share to General Fund	\$24,500.00	\$2,041.67	\$8,166.68	\$0.00	\$16,333.32	66.67%
62-67-4601	Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 4B EDC Operations Transfers		\$24,500.00	\$2,041.67	\$8,166.68	\$0.00	\$16,333.32	66.67%
62-67-4221	General Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4275	Signs & Sign Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 4B EDC Operations Supplies & Tools		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4321	Building/Facilities Repairs & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 4B EDC Operations Repairs & Maintenance		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4624	Facade Improvement Grant Expenses	\$74,000.00	\$0.00	\$1,575.00	\$500.00	\$71,925.00	97.20%
62-67-4913	Restricted Reserves	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 4B EDC Operations Contingency		\$74,000.00	\$0.00	\$1,575.00	\$500.00	\$71,925.00	97.20%
62-67-4400	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
62-67-4415	Park Improvements	\$13,000.00	\$0.00	\$1,125.00	\$1,875.00	\$10,000.00	76.92%
62-67-4420	Building/Construction Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total 4B EDC Operations Capital Improvements		\$13,000.00	\$0.00	\$1,125.00	\$1,875.00	\$10,000.00	76.92%
Total 4B EDC Operations Expense		\$130,000.00	\$2,041.67	\$10,866.68	\$2,375.00	\$116,758.32	89.81%

Last Year's Revenue and Expenditure

City of Ferris

Statement of Revenue and Expenditures

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2/16/2016 6:39pm

Revised Budget

For 4B Economic Development (62)

For the Fiscal Period 2015-12 Ending September 30, 2015

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
62-00-3052 4b .5% Economic Development Tax	\$ 0.00	\$ 7,365.76	\$ 90,000.00	\$ 119,835.07	(33.15%)
62-00-3070 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00%
62-00-3840 Interest Income	0.00	17.40	250.00	74.11	70.36%
Total 4B Economic Development Revenues	\$ 0.00	\$ 7,383.16	\$ 90,250.00	\$ 119,909.18	(32.86%)
Expenditures					
62-67-4221 General Office Supplies	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
62-67-4254 Plaques & Awards/Ceremonial	0.00	0.00	0.00	0.00	0.00%
62-67-4275 Signs & Sign Materials	0.00	0.00	0.00	0.00	0.00%
62-67-4321 Building/Facilities Repairs & Maintenance	0.00	0.00	62,953.00	62,953.45	0.00%
62-67-4360 Consultant Service	0.00	0.00	0.00	0.00	0.00%
62-67-4363 Other Professional Service	0.00	0.00	0.00	0.00	0.00%
62-67-4364 Engineering Service	0.00	0.00	0.00	0.00	0.00%
62-67-4365 Advertisement & Notices	0.00	0.00	1,500.00	77.01	94.87%
62-67-4378 Banking Admin Expense	0.00	0.00	0.00	5.00	0.00%
62-67-4381 Dues & Memberships	0.00	0.00	1,500.00	500.00	66.67%
62-67-4382 Professional Training	0.00	0.00	0.00	0.00	0.00%
62-67-4383 Travel Expense	0.00	0.00	2,000.00	719.92	64.00%
62-67-4390 Marketing/Promotional Activities	0.00	124.39	3,000.00	203.31	93.22%
62-67-4391 Adm Cost Share to General Fund	0.00	1,791.67	18,500.00	20,000.04	(8.11%)
62-67-4398 Rebate/Refunds	0.00	0.00	5,000.00	3,894.36	22.11%
62-67-4400 Land	0.00	0.00	0.00	0.00	0.00%
62-67-4415 Park Improvements	0.00	4,480.71	146,847.00	146,847.00	0.00%
62-67-4420 Building/Construction Improvements	0.00	0.00	0.00	0.00	0.00%
62-67-4507 Note Payment Principle	0.00	0.00	0.00	0.00	0.00%
62-67-4508 Note Payment Interest	0.00	0.00	0.00	0.00	0.00%
62-67-4601 Transfer to General Fund	0.00	0.00	0.00	0.00	0.00%
62-67-4624 Facade Improvement Grant Expenses	0.00	0.00	60,000.00	8,295.40	86.17%
62-67-4913 Restricted Reserves	0.00	0.00	0.00	0.00	0.00%
Total 4B Economic Development Expenditures	\$ 0.00	\$ 6,396.77	\$ 301,300.00	\$ 243,495.49	19.19%
4B Economic Development Excess of Revenues Over Expe	\$ 0.00	\$ 986.39	\$ (211,050.00)	\$ (123,586.31)	41.44%