

**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, OCTOBER 25, 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 25<sup>th</sup> DAY OF OCTOBER, 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>
<b><u>COMMISSION BUSINESS</u></b>		
1.	Call to order.	Ø
2.	Roll call to determine the presence of a quorum.	1
3.	Discussion of EDC finances	2
<b><u>APPROVAL OF MINUTES</u></b>		
4.	Consider approval of minutes of 4B EDC meeting of September 27, 2016 and corrected minutes of August 23, 2016.	5
<b><u>DISCUSSION</u></b>		
5.	Discussion, consideration, and action as may be appropriate regarding potential projects and direction.	Ø
6.	Discussion, consideration, and action as may be appropriate regarding an E.D.C. Director.	Ø
<b><u>CLOSING</u></b>		
7.	Discuss items to be placed on next meeting's agenda.	Ø
8.	Adjourn.	Ø

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### **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).

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### **Disability Assistance and Accommodation**

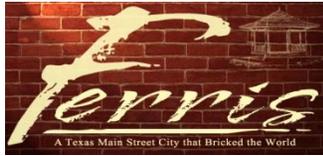
Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 544-2110 two working days prior to the meeting so that appropriate arrangements can be made.

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I, CALLIE GREEN, HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON OR BEFORE THE 21<sup>st</sup> DAY OF OCTOBER, 2016 BY 5:00 P.M.

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**CALLIE GREEN  
CITY SECRETARY**



# 4B E.D.C. MEETING ATTENDANCE RECORD 2016-2017

4B E.D.C. Commission			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Place	Name	Title	27	25	22	27	24	28	28	25	23	27	25	22
Place 1	Ginny Bodine	Secretary	A											
Place 2	Virginia January	Commissioner	P											
Place 3	Vacant	Commissioner	V											
Place 4	Vacant	Commissioner	V											
Place 5	Rudy Amor	Commissioner	P											
Place 6	Barbara Pardue	Chair	P											
Place 7	Polly Starr	Commissioner	P											
Total Present:			4											
City Staff			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Title	Name		27	25	22	27	24	28	28	25	23	27	25	22
City Manager	Bill Jordan		P											
ED Consultant	Brain Guenzel		P											
Total Present:			2											
<p>Chairman- "Will the Secretary please call the roll." The Secretary calls each member's position and name. They respond if they are present.</p> <p>Secretary- "A quorum is present."</p>										<div style="display: flex; flex-direction: column; align-items: center;"> <div style="background-color: #cccccc; padding: 2px; margin-bottom: 2px;">-</div> <div style="background-color: #008000; color: white; padding: 2px; margin-bottom: 2px;">P</div> <div style="background-color: #ff0000; color: white; padding: 2px; margin-bottom: 2px;">A</div> <div style="background-color: #ffff00; padding: 2px; margin-bottom: 2px;">V</div> <div style="background-color: #00ffff; padding: 2px;">E</div> </div>	<p>Cancelled</p> <p>Present</p> <p>Absent</p> <p>Vacant</p> <p>End of Term</p>			

**4B EDC FINANCIAL OVERVIEW  
(FUND 62)**

Month	Fiscal Year 2015-2016	Beginning Bank Balance	.5% Sales Tax Revenue	Bank Interest/ Other Revenue	Admin/Salary Expense Transfer	Other Expenses	Ending Bank Balance
*October	2015	\$ 116,108.69	\$ 8,847.14	\$ 18.47	\$ 2,041.67	\$ 4,480.71	\$ 118,451.92
*November	2015	\$ 118,451.92	\$ -	\$ 19.97	\$ -	\$ 2,700.00	\$ 115,771.89
*December	2015	\$ 115,771.89	\$ 20,496.44	\$ 20.83	\$ 4,083.34	\$ -	\$ 132,205.82
January	2016	\$ 132,205.82	\$ 5,711.38	\$ 21.31	\$ 2,041.67	\$ -	\$ 135,896.84
February	2016	\$ 135,896.84	\$ 11,395.80	\$ 23.29	\$ 2,041.67	\$ -	\$ 145,274.26
*March	2016	\$ 145,274.26	\$ 6,785.69	\$ 24.26	\$ -	\$ 13,030.00	\$ 139,054.21
*April	2016	\$ 139,054.21	\$ 7,422.00	\$ 22.32	\$ 4,083.34	\$ -	\$ 142,415.19
May	2016	\$ 142,415.19	\$ 12,459.18	\$ 24.73	\$ 2,041.67	\$ 3,536.53	\$ 149,320.90
June	2016	\$ 149,320.90	\$ 8,001.24	\$ 24.62	\$ 2,041.67	\$ 41.14	\$ 155,263.95
July	2016	\$ 155,263.95	\$ 7,838.24	\$ 25.12	\$ 2,041.67	\$ -	\$ 161,085.64
August	2016	\$ 161,085.64	\$ 10,938.27	\$ 29.77	\$ 2,041.67	\$ -	\$ 170,012.01
September	2016	\$ 170,012.01	\$ 7,174.22	\$ 28.23	\$ 2,041.67	\$ 400.00	\$ 174,772.79
<b>Total</b>			<b>\$ 107,069.60</b>	<b>\$ 282.92</b>	<b>\$ 24,500.04</b>	<b>\$ 24,188.38</b>	

**Comments:**

\*Oct 2015- \$4,480.71 expense to Professional Golf Service

\*Nov 2015- \$12,896.95 sales tax transferred in December; \$1,575 expense to Jack Wills/\$1,125 expense to Steven L. Wilson

\*Dec 2015- \$7,599.49 Sales Tax Receipt & \$12,896.95 Sales Tax Receipt for November

\*March 2016- \$2,041.67 Admin/Salary expense transferred in April; \$3,030.00 expense to Journal Communication; \$10,000 expense to "The Anchor Group"

\*April 2016- \$2,041.67 Admin/Salary for March 2016 was not transferred until April 2016

\*May 2016- \$3536.53 Expense-2015 Pizza Hut Sales Tax Reimbursement per 380 Agreement

\*June 2016- \$41.14 Expense=Subway Platter for Retreat

\*Sept 2016-\$400 Expense=User Fee to US Treasury to Request Exemption for Form 990 Filing Requirements

# City of Ferris General Ledger

4B Economic Development (62)  
For the Fiscal Period 2016-12 Ending September 30, 2016

Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
62-00-3070 Transfer from General Fund								Beginning Balance	0.00
								Ending Balance	0.00
62-00-3840 Interest Income								Beginning Balance	254.69
								Ending Balance	254.69
62-67-4221 General Office Supplies								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4254 Plaques & Awards/Ceremonial								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4275 Signs & Sign Materials								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4321 Building/Facilities Repairs & Maintenance								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4360 Consultant Service								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4363 Other Professional Service								Beginning Balance	0.00
78549	AP	IN	09/16/16	09162016-2		3211-United States Treasury	User Fee to Request for Determination Regarding Exemption from Form 990 Filing Requirements	400.00	0.00
								Ending Balance	400.00
62-67-4364 Engineering Service								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4365 Advertisement & Notices								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4378 Banking Admin Expense								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4381 Dues & Memberships								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4382 Professional Training								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4383 Travel Expense								Beginning Balance	0.00
								Ending Balance	0.00
62-67-4390 Marketing/Promotional Activities								Beginning Balance	3,071.14
								Ending Balance	3,071.14
62-67-4391 Adm Cost Share to General Fund								Beginning Balance	22,458.37
78570	GL	GJ	09/19/16				Budget Monthly Transfers-September 2016	2,041.67	0.00
								Ending Balance	24,500.04



**COMMERCIAL STATE BANK**  
 "Your Community Bank"  
 P.O. BOX 820 • PALMER, TEXAS 75152  
 www.csbpalmer.com

**STATEMENT OF ACCOUNT**

Direct Inquiries To:

COMMERCIAL STATE BANK  
 (972) 449-2283 • FAX (972) 845-3001  
 METRO (972) 845-3000 • TeleBank (972) 449-2399

FERRIS  
 (972) 544-3000 • FAX (972) 544-2533

WILMER  
 (972) 525-3160 • FAX (972) 525-6323

FERRIS 4B EDC  
 4B EDC FUNDS  
 \* HOLD STATEMENT - FERRIS \*

INTEREST RECEIVED TO DATE		CUSTOMER NUMBER	
		C37283	
INTEREST PAID TO DATE		FROM	STATEMENT PERIOD TO
		08/31	09/30/2016
SOC. SEC. NUMBER		PAGE NUMBER	1

MEMBER F.D.I.C.

Please examine at once. Check your statement and vouchers and report any discrepancy within thirty days. Please direct any phone inquiries regarding your account to (972) 449-2283 or written inquiries regarding your account to the above address.

See reverse side for additional codes and other important information.

*****	HI - FI ACCOUNT	*****#	37283	PREVIOUS BALANCE	170,012.01
Date	Debits / Credits	Description			
09/19	7,174.22	INTERNET BANKING DEPOSIT FROM DDA		IB DEPOSIT	
09/19	400.00	INTERNET BANKING WITHDRL TO DDA		IB DEBIT	
09/19	2,041.67	INTERNET BANKING WITHDRL TO DDA		IB DEBIT	
09/30	28.23	INTEREST			

DAILY BALANCE INFORMATION

Date.....	Balance	Date.....	Balance	Date.....	Balance
09/19	174,744.56	09/30	174,772.79		

INTEREST EARNED \$28.23  
 DAYS IN PERIOD 30  
 ANNUAL PERCENTAGE YIELD EARNED .20%

REMEMBER - WE NOW HAVE THE ABILITY TO LINK MULTIPLE ACCOUNTS TO YOUR DEBIT CARD!! YOU WILL HAVE ACCESS TO ALL LINKED ACCOUNTS AT OUR ATM OR OTHER STAR ATMS! ASK TODAY!!

ACCOUNT	PREVIOUS BALANCE	TOTAL DEBITS		TOTAL CREDITS		FEE	CLOSING BALANCE	ENCLOSURES
		NUMBER	AMOUNT	NUMBER	AMOUNT			
CHECKING	170,012.01	2	2,441.67	2	7,202.45		174,772.79	0

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS 4B ECONOMIC DEVELOPMENT COMMISSION MET IN A  
REGULAR SESSION ON SEPTEMBER 27, 2016 AT 7:00 P.M. AT THE FERRIS  
CITY HALL LOCATED AT 100 TOWN PLAZA, FERRIS, TEXAS 75125.**

**MEMBERS PRESENT**

Virginia January, Place 2  
Rudy Amor, Place 5  
Barbara Pardue, Place 6  
Polly Starr, Place 7

**STAFF PRESENT**

Bill Jordan, Chief Building Official  
Shai Roos, SJR

**MEMBERS ABSENT**

Ginny Bodine, Place 1  
Vacant, Place 3  
Vacant, Place 4

**STAFF ABSENT**

**COMMISSION BUSINESS**

**1. Call to order.**

Barbara Pardue, Chair of 4B EDC, 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 EDC finances.**

- Explanation: \$50k for façade improvement project. In \$50k question, should be in last session minutes. Continue with City staff on status of the \$50K transfer item for façade improvement grants.

**APPROVAL OF MINUTES**

**4. Consider approval of minutes of 4B E.D.C. meeting of August 23, 2016**

Meeting minutes not approved. Recommended minutes to be tabled. Polly Starr moved to table minutes from August 23, 2016. Seconded by Barbara Pardue. For: Unanimous. Motion carried 4-0-0.

**PRESENTATION**

**5. Economic outlook for City of Ferris.**

Presentation by SJR, Shai Roos.

**DISCUSSION**

**6. Discussion, consideration, and action as may be appropriate regarding financial statements.**

Discussion only. No action.

**7. Discussion, consideration, and action as may be appropriate regarding approving the bylaws for 4B E.D.C.**

Barbara Pardue tabled item for admendments. Seconded by Virginia January. For. Unanimous. Motion carried 4-0-0.

**CLOSING**

**8. Discussed items to be placed on next meeting's agenda.**

- Bylaws.
- Corrected minutes.
- Potential projects and direction.

**9. Adjourn.**

With no further business to come before the board, Polly Starr moved to adjourn the meeting. Seconded by Rudy Amor. For: Unanimous. Motion carried 4-0-0. Meeting adjourned at 8:45 P.M.

**APPROVED THIS THE 25<sup>th</sup> DAY OF OCTOBER, 2016.**

ATTEST:

\_\_\_\_\_  
Callie Green  
City Secretary

\_\_\_\_\_  
Barbara Pardue  
Chair, 4B EDC

*\*Important administrative notation:  
These minutes have been composed by using meeting notes provided to the City Secretary.*

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS 4B ECONOMIC DEVELOPMENT COMMISSION MET IN A  
REGULAR SESSION ON AUGUST 23, 2016 AT 7:00 P.M. AT THE FERRIS CITY  
HALL LOCATED AT 100 TOWN PLAZA, FERRIS, TEXAS 75125.**

**MEMBERS PRESENT**

Virginia January, Place 2  
Rudy Amor, Place 5  
Barbara Pardue, Place 6  
Polly Starr, Place 7

**STAFF PRESENT**

Trudy Lewis, Ferris City Manager  
Shai Roos, SJR

**MEMBERS ABSENT**

Ginny Bodine, Place 1  
Vacant, Place 3  
Vacant, Place 4

**STAFF ABSENT**

**COMMISSION BUSINESS**

**1. Call to order.**

Barbara Pardue, Chair of 4B EDC, called the meeting to order at 7:06 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 EDC finances.**

\$161,085.64 = Ending Balance  
\$23,788.00 = Expenses  
\$20,000.00 = Admin  
\$88,952.00 = Revenue and sales tax  
\$224,000.00 = Interest earnings  
(Financial period 10/15 – 7/16)

**APPROVAL OF MINUTES**

**4. Consider approval of minutes of 4B E.D.C. meeting of July 26, 2016**

Polly Starr moved to approve the 4B E.D.C. meeting minutes of July 26, 2016.  
Seconded by Virginia January. For: Unanimous. Motion carried 4-0-0.

08-23-2016 4B E.D.C. MINUTES

## DISCUSSION

5. **Discussion, consideration, and action as may be appropriate regarding framed murals and Plexiglas coverage.**

Let Main Street Board bring Plexiglas estimate for mural protection.  
General transfer of/or authorization of \$29,000.00 to Main Street Board, Alley Park initiative.

6. **Discussion, consideration, and action as may be appropriate regarding the Alley Park.**

Polly Starr makes motion to turn the Alley Park project over to Main Street Board. "It's been funded". Seconded by Rudy Amor. For. Unanimous. Motion carried 4-0-0.

7. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #11 for 201 S. Main Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Virginia January makes a motion for 201 S. Main St. approval. Subject to project completion of façade improvement not to exceed \$5,000.00 per address. Seconded by Barbara Pardue. For. Unanimous. Motion carried 4-0-0.

8. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #12 for 204 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Rudy Amor makes a motion for 204 W. Sixth St. approval. Subject to project completion of façade improvement not to exceed \$5,000.00 per address. Seconded by Polly Starr. For. Unanimous. Motion carried 4-0-0.

9. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #13 for 206 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Polly Starr makes a motion for 206 W. Sixth St. approval. Subject to project completion of façade improvement not to exceed \$5,000.00 per address. Seconded by Barbara Pardue. For. Unanimous. Motion carried. 4-0-0.

10. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #14 for 208 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Barbara Pardue makes a motion for 208 W. Sixth St. approval. Subject to project completion of façade improvement not to exceed \$5,000.00 per address. Seconded by Virginia January. For. Unanimous. Motion carried 4-0-0.

11. **Discussion, consideration, and action as may be appropriate regarding approval of disbursing matching funds for a façade improvement project related to Façade Improvement Program Application #15 for 210 W. Sixth Street in an amount not to exceed \$5,000.00, subject to successful completion of the project as approved by the Main Street Board, and to the terms and conditions of the façade improvement program.**

Virginia January makes a motion for 210 W. Sixth St, approval. Subject to project completion of façade improvement not to exceed \$5,000.00 per address. Seconded by Barbara Pardue. For. Unanimous. Motion carried 4-0-0.

12. **Discussion, consideration, and action as may be appropriate regarding the fiscal year 2017 budget.**

Trudy Lewis, acting City Manager brings pages 4 and 5 budget spreadsheet for Board approval.

Polly Starr makes a motion to accept 4B E.D.C. budget 2017 review with changes discussed. Transfer - \$50,000.00 that is transferred as transaction occur from Main Street façade grant approvals. Seconded by Barbara Pardue. For. Unanimous. Motion carried 4-0-0.

### CLOSING

13. **Discussed items to be placed on next meeting's agenda.**

- Financial statements.
- SJR – Overview of Ferris Economic picture. Stantec.

**9. Adjourn.**

With no further business to come before the board, Virginia January moved to adjourn the meeting. Seconded by Polly Starr. For: Unanimous. Motion carried 4-0-0. Meeting adjourned at 8:46 P.M.

**APPROVED THIS THE 25<sup>th</sup> DAY OF OCTOBER, 2016.**

ATTEST:

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Callie Green  
City Secretary

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Barbara Pardue  
Chair, 4B EDC

*\*Important administrative notation:*

*These minutes have been composed by using meeting notes provided to the City Secretary.*