



Economic Development Corporation
Regular Meeting
Agenda Packet
August 2, 2017

**CITY OF SANSOM PARK
ECONOMIC DEVELOPMENT CORPORATION
Regular Called Session
August 2, 2017
2:00 P.M.**

ATTENDANCE SHEET

Jim Barnett, Jr., President	_____
Jack Thompson, Director	_____
Aaron Lerma, Member	_____
Coy Hart, Member	_____
Crystal Harris, Member	_____
Glenda Drexel, Member	_____
Kenny Russell, Member	_____

Staff:

Angela Winkle, City Administrator	_____
Wendy Blocker, City Secretary	_____
Ron Douglas, Community Development	_____



**SANSOM PARK
ECONOMIC DEVELOPMENT CORPORATION 4B
Regular Session – 2:00 p.m.
Wednesday, August 2, 2017**

Notice is hereby given of a Regular Meeting of the Sansom Park Economic Development Corporation to be held on Wednesday, August 2, 2017, at 2:00 p.m. in the City Council chambers located within the building at Sansom Park City Hall, 5705 Azle Avenue, Sansom Park, Texas, 76114, for the purpose of considering the following agenda items:

The Sansom Park Economic Development Corporation reserves the right to adjourn into Executive Session during the course of the meeting to seek legal advice from its attorney regarding any item on the posted agenda as authorized by Section 551.071 of the Texas Government Code.

1. Call Meeting to Order / Roll Call and General Comments
2. Discuss and consider approval of the Minutes from the April 5, 2017 Regular Meeting, as presented.
3. Discuss the Sansom Park Economic Development Corporation 4B proposed budget for FY2017-2018.
4. Sales Tax Update
5. Consultant Report

ADJOURNMENT

Certification:

I hereby certify that the above notice was posted on the bulletin board, at the Sansom Park City Hall, 5705 Azle Avenue, Sansom Park, Texas, 76114, on _____, 2017 _____ am/pm and remained so posted at least 72 hours before said meeting was convened. **NOTICE:** Sansom Park City Hall is wheelchair accessible and special parking is available on the North side of the building. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the City Secretary's Office a minimum of 24 hours before the meeting and every effort will be made to provide reasonable accommodations.

Wendy Blocker, City Secretary

Certification of Notice of Meeting was removed on _____, 2017 at _____ a.m./p.m. by _____.



**The City of Sansom Park
4B Economic Development Corporation
Regular Meeting Minutes
April 5, 2017 – 2:00 p.m.**

Economic Development Board Members Present:

Jim Barnett, Jr., President
Jack Thompson, Director
Crystal Harris, Board Member
Coy Hart, Board Member
Kenny Russell, Board Member
Glenda Drexel, Board Member

Economic Development Board Members Absent:

Hector Lerma, Board Member

Staff present:

Angie Winkle, City Administrator
Wendy Blocker, City Secretary
Ron Douglas, Community Development Director

Call to Order / Roll Call and General Comments

President Jim Barnett, Jr. called the meeting of the Sansom Park 4B Economic Development Corporation to order at 2:00 p.m. and announced a quorum present with Member Hector Lerma and Crystal Harris absent.

Discuss and consider approval of the Minutes from the January 11, 2017 Regular Meeting, as presented.

Board Member Coy Hart made a motion to approve the minutes, second by Board Member Glenda Drexel. The Board voted unanimously to approve the Minutes as presented. Motion Carried 5-0.

Board Member Crystal Harris has joined the meeting at 2:02pm.

Discuss and consider approval for economic incentives for Jimmy Bosmans.

Director Jack Thompson advised the board that Jimmy Bosmans has purchased the old bingo hall and has signed a lease at 5004 Jacksboro Hwy. Mr. Bosmans is planning to open as a restaurant and will need to install a grease trap at 5004 Jacksboro Hwy and has requested an incentive from the Sansom Park EDC towards the grease trap installation.

Member Hart made a motion to approve the grease trap incentive, motion died. Member Kenny Russell suggested to the board that installments of the payment to allow the business time to get the certificate of occupancy then release the final payment after a period.

Member Hart made a motion to approve the grease trap incentive with payment in two installments of the first payment being 50% upon issuance of the certificate of occupancy and the final payment issued 120 days after issuance of the certificate of occupancy, motion died.

Member Hart made a motion to approve the grease trap incentive with payment in two installments with the first 50% being made upfront and the final payment in six (6) months and not to exceed sixteen thousand dollars (\$16,000.00), second by Member Drexel. The Board voted unanimously to approve the grease trap incentive with payment in two installments with the first 50% being made upfront and the final payment in six (6) months and not to exceed sixteen thousand dollars (\$16,000.00). Motion carried 6-0

Discuss and consider the application of Mr. Aaron Lerma to replace Mr. Hector Lerma as a board member to the Sansom Park Economic Development Corporation and submit a nomination to the Sansom Park City Council for approval and appointment.

President Barnett advised the Board with the passing of member Hector Lerma that there is a vacancy. Hector's son, Aaron Lerma contacted Director Jack Thompson that he is interested in filling the vacancy. President Barnett also advised that this nomination will be taken to the City Council for their approval.

Member Crystal Harris made a motion to approve the application and nomination for Aaron Lerma, second by Member Russell. The Board voted unanimously to approve the application and nomination of Aaron Lerma. Motion carried 6-0.

Sales Tax Update

Angela Winkle, City Administrator addressed the Board with the current sales tax and Logic balances.

Consultant Report

Director Thompson reminded the Board of the EDC luncheon which is scheduled for Thursday, April 27, 2017 at Russell Hall from 11:30am – 1:00pm. North Central Texas Council of Governments (NCTCOG) and Freese & Nichols will be speaking with updates on the Jacksboro Hwy (Hwy199) project. Construction plans will be submitted soon for 5103 Azle Ave. and the 44 acre development is going well also.

As there was no further business, the President Barnett adjourned the meeting at 2:50 p.m.

PASSED AND APPROVED ON THIS _____ DAY OF _____, 2017.

APPROVED:

Jim Barnett, Jr., President

ATTEST:

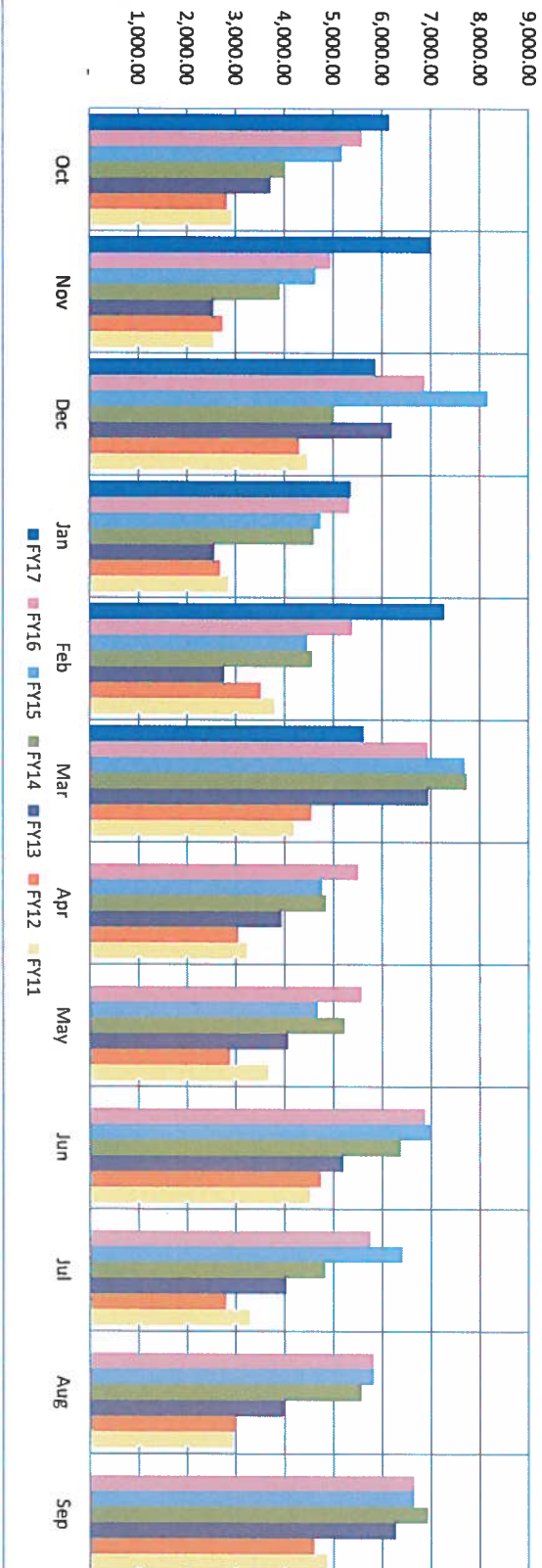
Wendy Blocker, City Secretary

CITY OF SANSONM PARK
 FY 2017-18 BUDGET PREPARATION WORKSHEET
 EDC FUND SUMMARY

FD1	FD2	DEPT	ACCT	PGM	DESCRIPTION	2015-2016 ACTUAL	2016-17 BUDGET	2016-17 Y-T-D ACTUAL	2016-17 REESTIMATED	2017-18 PROPOSED
EDC	306	612	50100	00	Sales Tax-General	71,966	75,000	57,138	75,546	75,000
EDC	306	612	54000	00	Interest Earnings	409	300	561	-	-
EDC	306	612	56000	00	Grant Revenue	-	-	-	-	-
EDC	306	612	57000	00	Miscellaneous Revenue	-	-	-	-	-
EDC	306	612	57100	00	Sale of Assets	2,500	-	34,572	-	-
EDC	306	612	58501	00	Debt Proceeds	-	-	-	-	-
EDC	306	612	58510	00	Use of Fund Balance	-	-	-	-	-
EDC	306	612	59901	00	Transfer from GF	-	-	-	-	-
EDC	306	612	59906	01	Transfer from W/S Fund	-	-	-	-	-
TOTAL REVENUE						74,875	75,300	92,271	75,546	75,000

EDC	306	600	3402	00	Contract Labor	-	-	-	-	-
EDC	306	612	2000	00	Office Supplies	-	-	-	-	-
EDC	306	612	2800	00	Miscellaneous Supplies	508	-	200	300	300
EDC	306	612	3051	00	Planning & Zoning	-	-	-	-	-
EDC	306	612	3300	00	Training	175	-	-	-	-
EDC	306	612	3305	00	Travel	-	-	990	1,485	1,000
EDC	306	612	3400	00	Attorney Fees	11,394	7,250	683	1,024	2,000
EDC	306	612	3402	00	Contract Labor	36,667	30,000	22,500	33,750	30,000
EDC	306	612	3404	00	Professional Services	19,107	20,000	3,975	5,963	5,000
EDC	306	612	3421	00	Website	-	-	-	-	1,188
EDC	306	612	3510	00	Rent Expense	-	-	-	-	-
EDC	306	612	3600	00	Legal Publications	3,027	-	-	-	-
EDC	306	612	3601	00	Dues & Subscriptions	4,709	-	97	146	100
EDC	306	612	3603	00	Marketing Expenses	472	2,000	89	134	4,500
EDC	306	612	3604	00	Property Tax Expense	-	-	2,841	106	100
EDC	306	612	3605	00	Incentive Expense	7,500	12,500	2,500	3,750	13,000
EDC	306	612	3606	00	Sales Tax Audit	440	-	-	-	-
EDC	306	612	3800	00	Bank Service Charges	292	-	6	9	-
EDC	306	612	4000	00	Electricity	312	312	-	-	-
EDC	306	612	5006	00	Licensing & Maintenance	-	-	-	-	-
EDC	306	612	5110	00	Roadway Landscaping	-	-	2,200	3,113	3,000
EDC	306	612	5999	00	Reserve-Maintenance	1,422	3,143	-	-	3,143
EDC	306	612	8000	00	Debt Interest	3,856	1,795	21,451	32,176	1,800
EDC	306	612	8050	00	Debt Principal	6,239	8,300	8,301	12,452	8,300
EDC	306	612	8800	00	Capital Outlay	-	-	3,084	-	-
EDC	306	612	8800	01	East Jacksboro Hwy Proj	-	-	18,400	27,500	-
TOTAL EXPENDITURES						96,120	85,300	87,317	122,008	73,431
NET CHANGE IN FUND BALANCE						(21,245)	(10,000)	4,954	(46,462)	1,569
BEGINNING FUND BALANCE						119,882	98,637	98,637	98,637	52,175
ENDING FUND BALANCE						98,637	88,637	103,591	52,175	53,744

EDC Sales Tax Comparison (Compared by fiscal year)



Fiscal Year	2017	2016	2015	2014	2013	2012	2011
Oct	5,871.92	5,596.84	5,183.75	4,018.47	3,716.00	2,822.80	2,914.80
Nov	5,355.32	4,950.98	4,642.53	3,910.68	2,537.69	2,728.81	2,548.22
Dec	7,271.60	6,877.55	8,168.83	5,009.30	6,205.89	4,305.35	4,475.09
Jan	5,622.79	5,334.10	4,744.59	4,601.60	2,554.28	2,678.23	2,847.44
Feb	5,310.49	5,390.41	4,469.31	4,566.27	2,762.11	3,510.81	3,794.49
Mar	7,667.98	6,935.74	7,693.48	7,729.51	6,947.24	4,549.50	4,190.20
Apr	6,870.50	5,509.01	4,775.19	4,850.31	3,935.43	3,053.02	3,233.79
May	6,819.51	5,575.68	4,680.50	5,231.53	4,073.00	2,878.99	3,668.97
Jun		6,876.05	6,978.14	6,374.92	5,195.28	4,744.00	4,524.34
Jul		5,752.98	6,414.98	4,835.94	4,032.00	2,792.36	3,297.32
Aug		6,153.51	5,818.42	5,567.51	3,978.60	3,005.22	2,951.02
Sep		7,013.35	6,648.69	6,926.67	6,276.46	4,600.35	4,865.48
Totals	50,790.11	71,966.20	70,218.41	63,622.71	52,213.97	41,669.42	43,311.16

FY17	FY16	FY15	I/D
50,790.11	71,966.20	70,218.41	2.49%