

FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION

AGENDA

October 15th, 2015; 7:00 p.m.

City Hall Council Chambers

- I. Call to Order**
- II. Recognition of Citizens and Visitors**
- III. Business Items for Discussion and Possible Action**
 - A. Presentation regarding Camden Park
 - B. Update regarding Collin College Campus
 - C. Update on Infrastructure infiltration
 - D. Update on City of Farmersville issued permits.
 - E. Receive report on status of Collin College Small Business Development Center regarding assisting small businesses.
 - F. Discussion and possible action regarding proposed City of Farmersville wastewater facility engineering.
 - G. Discussion and possible action regarding Farmersville Towne Centre Planner Haff & Associates.
 - H. Receive report on status of fiber-optic cable for the City.
 - I. Discussion and possible action regarding grant, development and annexation agreement for the East Industrial Park.
 - J. Discussion and possible action regarding FEDC Operating requirements
 - K. Discussion and possible action regarding items for payment
 - L. Consideration and possible action regarding financial statements for September 2015, and required budget amendments.
 - M. Consideration and possible approval of the minutes of the September 17th, 2015 meeting.
- IV. Discussion in Contemplation of Placing Items on Future Agenda**
- V. Adjournment**
 - No action may be taken on comments received under "Recognition of Visitors".
 - The Board may vote and/or act upon each of the items listed in the Agenda.

The Farmersville Economic Development Board (4A) reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues,) and as authorized by the Texas Tax Code, including, but not limited to, Section 321.3022 (Sales Tax Information)

Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at 972- 782-6151 or Fax 972-782-6604 at least two (2) working days prior to the meeting so that appropriate arrangements can be made. Handicap Parking is available in the front and rear parking lot of the building.

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in the regular posting place of the City Hall building for Farmersville, Texas, in a place and

manner convenient and readily accessible to the general public at all times, and said Notice was posted October 12th, 2015 by 5:00 P.M. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting.

A handwritten signature in blue ink, appearing to read "Daphne Hamlin". The signature is fluid and cursive, with a prominent initial "D" and a long horizontal stroke extending to the right.

Daphne Hamlin/EDC Liaison



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Camden Park

**Presentation given by Engineer Jeff Crannell regarding Camden Park
Development**



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Collin College Campus

Update regarding Collin College Campus

ACTION: No action informational purpose only



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Infrastructure Infiltration

Update by Ben White regarding Infrastructure infiltration.

ACTION:



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: City permits

Update on City issued permits



Farmersville

DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Small Business Development

Receive a report regarding Collin College Small Business Development Center regarding assisting small businesses.

ACTION: No action informational purpose only.



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Wastewater Facility

Consideration and possible action regarding proposed City of Farmersville
Wastewater Facility engineer



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE October 15th, 2015
SUBJECT: Farmersville Towne Centre

Discussion and possible action regarding Farmersville Towne Centre
Concept Planner



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Fiber Optic update

Receive report on status of fiber-optic cable for the City



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: East Industrial Park

Discussion and possible action regarding grant, development and annexation agreement for the East Industrial Park.



TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: EDC Training

Discussion and possible action regarding EDC Training

TexasAhead

Your One Stop Portal to Economic Resources for Growing and Governing Texas

[Glenn Hegar Texas Comptroller of Public Accounts \(http://window.texas.gov\)](http://window.texas.gov)

MENU

Operating Requirements

Administration Expenses

Type A and Type B EDCs (Economic Development Corporations) are authorized to pay the administrative expenses (including staff) to implement projects. These may include administrative expenses for the acquisition, construction, improvement, expansion and financing of projects. Cities that perform some of the administrative functions for Type A or Type B corporations may be reimbursed for administrative expenses for projects overseen by city staff. An EDC also may contract with a private corporation or other entity.

Training

The EDC administrator, the city attorney and the city administrator or the city clerk of the municipalities creating Type A and Type B corporations are required to attend an economic development training seminar within 90 days of taking office. The seminar must be repeated every two years. Corporation funds may be used to pay the costs of attending the seminar. The Comptroller's office may impose a penalty of up to \$1,000 for officials who fail to attend the required training seminar.

EDC training can be obtained from the [Texas Economic Development Council \(https://www.texasedc.org/\)](https://www.texasedc.org/).

Open Meetings and Public Hearings

Type A and Type B EDCs' boards of directors are subject to the Texas Open Meetings Act, found in Chapter 551 of the Government Code.

A Type B EDC serving a city with fewer than 20,000 residents is exempt from holding public hearings for projects eligible under Type A rules. However, these small cities must give the resolution at least two separate readings if the funding agreement is for \$10,000 or more.

All Type B corporations, regardless of city population, must hold public hearings on all other types of projects. In addition, all Type B corporations must wait 60 days from the first public notice of the

nature of a project before providing funds.

Type A corporations are required to hold public hearings only when considering an election to authorize a Type B project.

Open Government training can be obtained from the [Texas Office of the Attorney General \(https://www.oag.state.tx.us/open/og_training.shtml\)](https://www.oag.state.tx.us/open/og_training.shtml).

Reporting Requirements

The Development Corporation Act requires all Type A and Type B corporations to file an annual report with the Texas Comptroller of Public Accounts by Feb. 1 of each year. [See specific requirements and reporting login \(reporting.php\)](#).

Type A and B Economic Development Corporations

[Overview \(/tax_programs/typeab/\)](/tax_programs/typeab/)

[EDC Resources \(/tax_programs/typeab/typeab_resources.php\)](/tax_programs/typeab/typeab_resources.php)

Eligible Projects

- [Type A \(/tax_programs/typeab/typea_projects.php\)](/tax_programs/typeab/typea_projects.php)
- [Type B \(/tax_programs/typeab/typeb_projects.php\)](/tax_programs/typeab/typeb_projects.php)

Program Administration

- [Who Can Participate \(/tax_programs/typeab/eligibility.php\)](/tax_programs/typeab/eligibility.php)
- [Establishing the Corporation \(/tax_programs/typeab/corporation.php\)](/tax_programs/typeab/corporation.php)
- [Operating Requirements \(/tax_programs/typeab/requirements.php\)](/tax_programs/typeab/requirements.php)

Sales Tax Administration

- [Calling an Election \(/tax_programs/typeab/election.php\)](/tax_programs/typeab/election.php)
- [Enacting the Tax \(/tax_programs/typeab/tax_enactment.php\)](/tax_programs/typeab/tax_enactment.php)
- [When Tax Collection and Allocation Starts \(/tax_programs/typeab/collection.php\)](/tax_programs/typeab/collection.php)

[Other Funding Sources \(/tax_programs/typeab/other_funding.php\)](/tax_programs/typeab/other_funding.php)

[EDC Annual Reports \(/tax_programs/typeab/reporting.php\)](/tax_programs/typeab/reporting.php)

[Frequently Asked Questions \(/tax_programs/typeab/faqs.php\)](/tax_programs/typeab/faqs.php)

EDC Annual Report

[View/file EDC report online](https://mycpa.cpa.state.tx.us/edcr/EdcrSearch.jsp)

[\(https://mycpa.cpa.state.tx.us/edcr/EdcrSearch.jsp\)](https://mycpa.cpa.state.tx.us/edcr/EdcrSearch.jsp)

Disclaimer:


This information should not be construed as, and is not a substitute for, legal advice.

Cities are urged to consult the Attorney General's Economic Development Handbook and their own legal counsel for any questions or interpretations of economic development laws.

Get the word out

 https://www.facebook.com/sharer/sharer.php?u=http://www.texasahead.org/tax_programs/typeab/requirements.php

 https://twitter.com/share?url=http://www.texasahead.org/tax_programs/typeab/requirements.php

 http://www.linkedin.com/shareArticle?mini=true&url=http://www.texasahead.org/tax_programs/typeab/requirements.php&title=Texas Ahead - Texas Economic Development and Local Government Portal&source=Texas Comptroller of Public Accounts

 https://plusone.google.com/_/+1/confirm?hl=en&url=http://www.texasahead.org/tax_programs/typeab/requirements.php

 <http://www.pinterest.com/pin/create/button/>

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[Public Information Act \(http://comptroller.texas.gov/pia.php\)](http://comptroller.texas.gov/pia.php)

[Compact with Texans \(http://comptroller.texas.gov/comptrol/compact/\)](http://comptroller.texas.gov/comptrol/compact/)

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State Government

[Texas.gov \(http://texas.gov\)](http://texas.gov)

[Texas State Library Search \(https://www.tsl.texas.gov/trail/index.html\)](https://www.tsl.texas.gov/trail/index.html)

[State Link Policy \(http://www.dir.texas.gov/pubs/pages/weblink-privacy.aspx\)](http://www.dir.texas.gov/pubs/pages/weblink-privacy.aspx)

[Texas Homeland Security \(http://www.texashomelandsecurity.com/\)](http://www.texashomelandsecurity.com/)

[Texas Transparency \(http://www.texas Transparency.org/\)](http://www.texas Transparency.org/)

[Report Fraud \(http://comptroller.texas.gov/fraud.php\)](http://comptroller.texas.gov/fraud.php)

[Texas Veterans Portal \(http://veterans.portal.texas.gov/en/Pages/default.aspx\)](http://veterans.portal.texas.gov/en/Pages/default.aspx)



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Items listed for payment

Discussion and possible action regarding items listed for payment

1) Kimley Horn – WWTP Engineering - \$48,588.90

ACTION: Approve or disapprove items listed for payment



CITY OF FARMERSVILLE
ATTN: BEN WHITE
205 S. MAIN
FARMERSVILLE, TX 75442

Please send payments to:
KIMLEY-HORN AND ASSOCIATES, INC.
P.O. BOX 951640
DALLAS, TX 75395-1640

Federal Tax Id: 56-0885615

Invoice No: 061290100-0815
Invoice Date: Aug 31, 2015
Invoice Amount: \$ 48,588.90
Project No: 061290100
Project Name: FARMERSVILLE WWTP-PH I
Project Manager: JAMES, JEFF

Client Reference:

For Services Rendered through August 31, 2015

LUMP SUM

Description	Contract Value	% Complete	Amount Earned to Date	Previous Amount Billed	Current Amount Due
TOTAL FEE AUTHORIZED	115,000.00	40.00%	46,000.00	17,250.00	28,750.00
Subtotal	115,000.00	5.00%	46,000.00	17,250.00	28,750.00
Total LUMP SUM					28,750.00

HOURLY

Description	Contract Value	Amount Billed to Date	Previous Amount Billed	Current Amount Due
ROUTING AND ALIGNMENT	120,000.00	53,750.68	34,736.78	19,013.90
PREPARATION OF EASEMENT DESCRIPTIONS	50,000.00	36,162.50	35,337.50	825.00
Subtotal	165,000.00	89,913.18	70,074.28	19,838.90
Total HOURLY				19,838.90

Total Invoice: \$ 48,588.90

If you have questions regarding this invoice, please call Amanda Rogers at (972) 770-1342.



TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: September 2015 Financial Statements

Consideration and possible action regarding financial statements for September 2015 and budget amendments.

ACTION: Approve or disapprove the financial statements as presented

**Farmersville Economic Development Corp 4A
Investment and Budget Report**

September 2015

Prepared by: Daphne Hamlin

Farmersville Economic Development Corp 4A

September 2015

Statement Balance 9-1-2015	\$89,011.19
Deposits:	
Sales Tax:	\$19,904.20
Banking Int .05%	\$3.62
CD Interest	\$74.32
Transfer to Texpool	
Cleared Checks 1263 and 1264	\$(26,000.00)
Transfer Fee	
Statement balance 9-31-2015	\$82,993.33

Outstanding Transactions

Sales Tax
Transfer to Texpool
CD Interest
Check

Balance 10-07-2015	\$82,993.33
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Farmersville Economic Development Corporation
 Cumulative Income Statement
 For the 12 Months Ended, September 30, 2015

	FY 2015	October	November	December	January	February	March	April	May	June	July	August	September	YTD
Budget														
Beginning Bank Balance		\$294,282.00	\$300,074.89	\$67,686.23	\$63,764.93	\$78,129.46	\$98,530.66	\$110,202.89	\$124,679.84	\$144,531.63	\$162,136.79	\$181,466.46	\$89,011.19	
Deposits														\$-
Sales Tax Collections	\$200,000.00	\$16,546.49	\$17,755.33	\$21,003.44	\$14,266.73	\$20,323.58	\$20,066.31	\$ 14,387.72	\$19,984.22	\$18,274.77	\$19,250.47	\$19,787.99	\$19,904.20	\$221,571.25
Interest Income eking	\$1,100.00	\$12.88	\$9.34	\$3.34	\$3.49	\$3.30	\$4.54	\$ 4.92	\$5.65	\$6.07	\$7.28	\$6.71	\$3.62	\$71.14
Transfer from Texpool to First Bank														\$-
Transfer funds to CD														\$-
Transfer to Texpool														\$-
Transfer Fee														\$(250,000.00)
CD Interest Earned		\$71.91	\$74.32	\$71.92	\$74.31	\$74.32	\$67.12	\$ 74.31	\$71.92	\$74.32	\$71.92	\$74.31	\$74.32	\$875.00
Total Revenue	\$201,100.00	\$16,631.28	\$(232,201.01)	\$88,764.93	\$78,129.46	\$98,530.66	\$118,658.63	\$124,679.84	\$144,741.63	\$162,866.79	\$181,466.46	\$201,335.47	\$108,993.33	\$(27,522.61)
Expenses:														
Administration	\$1,000.00	\$5.00												\$1,000.00
Meeting Expenses	\$1,000.00	\$233.39					\$455.74							\$689.13
Dues/School/Travel	\$500.00													\$-
Office Supplies	\$200.00		\$187.65											\$187.65
Marketing/promotion Expenses														
Marketing/Promotion Expenses/Advertising	\$10,000.00	\$10,000.00												\$-
Collin College Sponsorship	\$7,500.00													\$-
Small Business Entrepreneurship Conf	\$500.00						\$7,500.00							\$10,000.00
Legal Service	\$2,500.00	\$600.00					\$500.00							\$7,500.00
Farmersville Chamber	\$1,000.00													\$600.00
Farmersville Rotary	\$500.00													\$-
Total Expenditures	\$24,700.00	\$10,838.39	\$187.65				\$8,455.74						\$1,000.00	\$19,476.78
Directive Business Incentives														
Collin College Project(sewer/street/electric)	\$100,000.00													\$-
NTMWD Regional WW Treatment	\$150,000.00											\$87,324.28		\$87,324.28
Electrical Study	\$25,000.00													\$-
Farmersville Towne Centre	\$30,000.00								\$210.00	\$750.00				\$-
Façade Grant Program	\$50,000.00			\$25,000.00								\$25,000.00		\$75,000.00
Total Development Cost	\$355,000.00			\$25,000.00					\$210.00	\$750.00		\$112,324.28	\$25,000.00	\$162,324.28
Total Expenditures	\$379,700.00	\$10,838.39	\$187.65	\$25,000.00			\$8,455.74		\$210.00	\$750.00		\$112,324.28	\$25,000.00	\$181,801.06
Revenue vs Expenditures	(\$178,600)													\$-
From Reserves	\$178,600.00													\$-
Balance Budget	\$-													\$-
Total Expenditures	\$-	\$10,838.39	\$187.65	\$25,000.00								\$112,324.28	\$26,000.00	\$181,801.06
Ending Bank Balance		\$300,074.89	\$67,686.23	\$63,764.93	\$78,129.46	\$98,530.66	\$110,202.89	\$124,679.84	\$144,531.63	\$162,136.79	\$181,466.46	\$89,011.19	\$82,993.33	
CD Investment	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00
Texpool Balance	\$366,633.91	\$616,644.63	\$616,666.56	\$616,690.91	\$616,711.79	\$616,736.92	\$616,763.51	\$616,792.46	\$616,824.65	\$616,854.65	\$616,892.17	\$616,935.26	\$616,982.17	\$616,935.26
Interest Earned	\$8.37	\$10.72	\$21.93	\$24.35	\$20.88	\$25.13	\$26.59	\$28.95	\$28.95	\$29.17	\$33.02	\$37.52	\$43.09	\$43.09
Total Available Funds		\$916,708.80	\$934,330.86	\$930,431.49	\$944,820.37	\$965,242.45	\$976,939.81	\$991,443.35	\$1,011,324.09	\$1,028,958.42	\$1,048,321.11	\$955,903.36	\$949,828.59	



Farmersville
DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation
FROM: Daphne Hamlin, Finance Director
DATE: October 15th, 2015
SUBJECT: Meeting minutes for September 17th, 2015

Consideration and possible approval of the minutes of September 17th, 2015 meeting.

ACTION:

FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION
MEETING MINUTES
September 17th, 2015

The Farmersville EDC met in regular session on September 17th, 2015 at 7:04 p.m. in the City Council Chambers of City Hall with the following members present: Kris Washam, Jason Lane, Bob Collins and Kevin Meguire. Staff members present were City Accountant Daphne Hamlin, City Manager Ben White and Mayor Joe Helmberger. Absent Chris Lair. Guest recognized Jennifer Giles and Doris Williams.

CALL TO ORDER

Chairman Collins convened the meeting at 7:04 p.m. and announced a quorum was present.

RECOGNITION OF CITIZENS AND VISITORS

Guest recognized Jennifer Giles and Doris Williams

UPDATE REGARDING COLLIN COLLEGE CAMPUS

Chairman Collins updated the EDC Board regarding changes within Collin College. The new master plan and long range plan for all new facilities is scheduled for board approval this upcoming Tuesday.

UPDATE ON INFRASTRUCTURE INFILTRATION

Mr. White updated the 4A EDC Board regarding infiltration. Mr. White stated work continues to correct infiltration issues. There are three (3) new man holes currently under investigation located at Santa Fe and Main Street. Chairman Collins asked if current issues are being addressed. Mr. White said the public works crew are addressing the infiltration issues they have already detected. Chairman Collins asked if the camera used to detect issues if the resolution is adequate to pinpoint issues. Mr. White stated as long as the camera is not underwater pictures are clear. Mr. Lane asked of the problems you have identified so far and the bulk of the sewer system is clay pipe what are the biggest issues regarding the clay pipe. Mr. White stated for example on Santa Fe the lines where crushed, a total replacement of water and sewer lines where completed before the new street was installed. Mr. White stated when Public Works identifies an issue due to sewer back up the crew replaces lines.

UPDATE ON CITY OF FARMERSVILLE ISSUED PERMITS.

Mr. White stated he is aware of the increase in permits because of the increase in revenues. Mr. White asked to keep this item on future agendas and will give the EDC Board an update.

RECEIVE REPORT ON STATUS OF COLLIN COLLEGE SMALL BUSINESS DEVELOPMENT CENTER REGARDING ASSISTING SMALL BUSINESSES

Mr. White stated having great success with scheduled presentations at Civic Center, Rotary and Chamber. Mr. White asked to keep this item on future agendas and will give the EDC Board updates on progress.

DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED CITY OF FARMERSVILLE WASTEWATER FACILITY ENGINEER

Mr. White provided a progress report for engineering related projects currently under design or construction. Mr. White said Engineering Firm Kimely Horn will present a preliminary master plan and the new interceptor line. Daniel and Brown have issued documentation on easements. Chairman Collins asked how many properties are involved. Mr. White stated approximately 10-12. Mr. White is scheduled to share with the EDC Board on October 15, 2015 meeting the master plan.

DISCUSSION AND POSSIBLE ACTION REGARDING FARMERSVILLE TOWNE CENTRE PLANNER

No update to provide. Keep on future agendas for updates.

RECEIVE REPORT ON STATUS OF FIBER-OPTIC CABLE FOR THE CITY

Mr. White stated the project is on a holding pattern until first quarter 2016. City of Farmersville Electric Department will play an intricate roll in the installation, some training is involved. Chairman Collins stated this will offer more bandwidth to the downtown area.

DISCUSSION AND POSSIBLE ACTION REGARDING GRANT, DEVELOPMENT AND ANNEXATION AGREEMENT FOR THE EAST INDUSTRIAL PARK.

Mr. White distributed to the EDC Board a copy of the proposed agreement. Mr. White stated a local business is needing land for expansion. EDC will provide the infrastructure once the property is annexed into the City. Chairman Collins asked for Mr. White to move forward with the agreement.

DISCUSSION AND POSSIBLE ACTION REGARDING AWARDED FAÇADE GRANT TO DIANE PIWKO

4A EDC Board reviewed documents of the completed façade grant presented by Doris Williams and Jennifer Giles. Mrs. Washam motioned to approve the completed façade grant, Mr. Meguire second the motion. All in favor. Motion passed unanimously

DISCUSSION AND POSSIBLE ACTION REGARDING ITEMS LISTED FOR PAYMENT

Mr. Meguire motioned to approve the items listed for payment as presented Mrs. Washam second the motion. All in favor. Motion passed unanimously.

CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCIAL STATEMENTS FOR AUGUST 2015, AND REQUIRED BUDGET AMENDMENTS

Mr. Meguire motioned to approve the financial statements for August 2015 as presented Mrs. Washam second the motion. All in favor. Motion passed unanimously.

CONSIDERATION AND POSSIBLE APPROVAL OF THE MINUTES OF THE AUGUST 20TH, 2015 MEETING

Mr. Lane motioned to approve August 20th, 2015 minutes as presented Mr. Meguire second the motion. All in favor. Motion passed unanimously.

DISCUSSION IN CONTEMPLATION OF PLACING ITEMS ON FUTURE AGENDA

EDC Training

ADJOURNMENT

Meeting adjourned at 7:57 p.m.

Bob Collins, President

ATTEST:

Kris Washam, Secretary