

# **FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION**

## **AGENDA**

**November 19th, 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. Update regarding Collin College Campus
  - B. Receive report on status of Collin College Small Business Development Center regarding assisting small businesses.
  - C. Receive report on status of grant and bond projects.
  - D. Discussion and possible action regarding proposed City of Farmersville wastewater facility engineering.
  - E. Discussion and possible action regarding Farmersville Towne Centre Planner Haff & Association
  - F. Discussion and possible action regarding items for payment
  - G. Consideration and possible action regarding financial statements for October 2015, and required budget amendments.
  - H. Consideration and possible approval of the minutes of the October 15<sup>th</sup>, 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 November 16th, 2015 by 5:00 P.M. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting.



Daphne Hamlin/EDC Liaison



**Farmersville**  
DISCOVER A TEXAS TREASURE

**TO:** Economic Development Corporation  
**FROM:** Daphne Hamlin, Finance Director  
**DATE:** November 19th, 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:** November 19th, 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:** November 19th, 2015  
**SUBJECT:** Grant and Bond Projects update

City Manager will update the 4A EDC Board regarding Grant and Bond projects.



**TO:** Economic Development Corporation  
**FROM:** Daphne Hamlin, Finance Director  
**DATE:** November 19th, 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:** November 19th, 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:** November 19th, 2015  
**SUBJECT:** Items listed for payment

Discussion and possible action regarding items listed for payment

- 1) Kimley Horn – WWTP Engineering - \$24,695.00
- 2) Marketing - \$10,000.00

**ACTION:** Approve or disapprove items listed for payment

# Kimley»Horn Invoice for Professional Services

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: 061290100-0915  
 Invoice Date: Oct 15, 2015  
 Invoice Amount: \$ 24,695.00  
 Project No: 061290100  
 Project Name: FARMERSVILLE WWTP-PH I  
 Project Manager: JAMES, JEFF

Client Reference:

For Services Rendered through September 30, 2015

**LUMP SUM**

Description	Contract Value	% Complete	Amount Earned to Date	Previous Amount Billed	Current Amount Due
TOTAL FEE AUTHORIZED	115,000.00	60.00%	69,000.00	46,000.00	23,000.00
<b>Subtotal</b>	<b>115,000.00</b>	<b>5.00%</b>	<b>69,000.00</b>	<b>46,000.00</b>	<b>23,000.00</b>
<b>Total LUMP SUM</b>					<b>23,000.00</b>

**HOURLY**

Description	Contract Value	Amount Billed to Date	Previous Amount Billed	Current Amount Due
ROUTING AND ALIGNMENT	120,000.00	55,445.68	53,750.68	1,695.00
PREPARATION OF EASEMENT DESCRIPTIONS	50,000.00	36,162.50	36,162.50	0.00
<b>Subtotal</b>	<b>165,000.00</b>	<b>91,608.18</b>	<b>89,913.18</b>	<b>1,695.00</b>
<b>Total HOURLY</b>				<b>1,695.00</b>

**Total Invoice: \$ 24,695.00**

*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:** November 19th, 2015  
**SUBJECT:** October 2015 Financial Statements

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

**ACTION:** Approve or disapprove the financial statements as presented

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

**October 2015**

**Prepared by: Daphne Hamlin**

**Farmersville Economic Development Corp 4A**  
**October 2015**

<b>Statement Balance 10-1-2015</b>	<b>\$82,993.33</b>
<b>Deposits:</b>	
<b>Sales Tax:</b>	<b>\$18,274.32</b>
<b>Cking Int .05%</b>	<b>\$3.28</b>
<b>CD Interest</b>	<b>\$71.91</b>
<b>Transfer to Texpool</b>	
<b>Cleared Checks 1265</b>	<b>\$(48,588.90)</b>
<b>Transfer Fee</b>	
<b>Statement balance 10-30-2015</b>	<b>\$52,753.94</b>

**Outstanding Transactions**

**Sales Tax**  
**Transfer to Texpool**  
**CD Interest**  
**Check**

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<b>Balance 11-10-2015</b>	<b>\$52,753.94</b>
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Farmersville Economic Development Corp 4A

Exhibit "A"		
REVENUE	2014-2015 REVISED BUDGET	PROPOSED 2015-2016 BUDGET
Sales Tax	\$200,000.00	\$200,000.00
Interest Earned	\$1,100.00	\$1,100.00
<b>Total Revenue:</b>	<b>\$201,100.00</b>	<b>\$201,100.00</b>
<b>Expenses</b>		
Administration	\$1,000.00	\$1,000.00
Meeting Expenses	\$1,000.00	\$1,000.00
Dues/School/Travel	\$500.00	\$500.00
Office Supplies	\$200.00	\$200.00
Marketing/Promotion Expenses/Adv	\$10,000.00	\$10,000.00
Chamber Sponsorship	\$1,000.00	\$1,000.00
Rotary Sponsorship	\$500.00	\$500.00
Collin College Sponsorship	\$7,500.00	\$7,500.00
Legal	\$2,500.00	\$2,500.00
Small Business Conference	\$500.00	\$500.00
<b>Total Expenses:</b>	<b>\$24,700.00</b>	<b>\$24,700.00</b>
<b>Development</b>		
Collin College Project (sewer/street)	\$-	\$-
Industrial Park Infrastructure		\$200,000.00
Westside Lift Station		\$170,000.00
Fiber Optic		\$26,000.00
NTMWD Regional Waste Water	\$110,000.00	\$195,000.00
Electrical Study	\$25,000.00	\$-
Facade Grant Program	\$50,000.00	\$50,000.00
Towne Centre Planning	\$-	\$30,000.00
<b>Total Development Cost:</b>	<b>\$185,000.00</b>	<b>\$671,000.00</b>
<b>Total Expenditures</b>	<b>\$209,700.00</b>	<b>\$695,700.00</b>
<b>Revenue vs. Expenditures</b>	<b>\$(8,600.00)</b>	<b>\$(494,600.00)</b>
<b>From Reserves</b>	<b>\$8,600.00</b>	<b>\$494,600.00</b>
<b>Balance Budget</b>	<b>\$-</b>	



**TO:** Economic Development Corporation  
**FROM:** Daphne Hamlin, Finance Director  
**DATE:** November 19th, 2015  
**SUBJECT:** Meeting minutes for October 15th, 2015

Consideration and possible approval of the minutes of October 15th, 2015 meeting.

**ACTION:** Approve or disapprove the August 6th 2015 as presented

FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION  
MEETING MINUTES  
October 15th, 2015

The Farmersville EDC met in regular session on October 15th, 2015 at 7:01 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, and City Manager Ben White. Absent Chris Lair. Guest recognized Jeff James with Kimley Horn and Ted Zata.

CALL TO ORDER

Chairman Collins convened the meeting at 7:01 p.m. and announced a quorum was present.

RECOGNITION OF CITIZENS AND VISITORS

Guest recognized Jeff James with Kimley Horn and Ted Zata.

PRESENTATION REGARDING CAMDEN PARK

Ted Zata addressed the 4A Board regarding proposed development, Camden Park located on County Road 611 in Farmersville. Mr. Zata gave a brief history of proposed developments which have gone before Planning and Zoning and the City Council. Camden Park currently is proposing housing SF3 and SF2 with a separate zoned area for multi-housing. Mr. Zata is asking for citizen support

UPDATE REGARDING COLLIN COLLEGE CAMPUS

Chairman Collins updated the EDC Board regarding changes within Collin College. Chairman Collins stated a firm was appointed to begin work on the master plan.

UPDATE ON INFRASTRUCTURE INFILTRATION

Mr. White updated the 4A EDC Board regarding infiltration. Mr. White stated work continues to correct infiltration issues. Mr. White distributed a handout for the 4A Boards review in regards to work in progress and work completed on the infiltration and maintenance issues. Mr. White stated there are major issues at the Public Works Service Center.

UPDATE ON CITY OF FARMERSVILLE ISSUED PERMITS.

Mr. White distributed a handout for the 4A Boards review. First handout Mr. White explained was the number of building permits issued from January 2015 to current, showing a spike in growth during June, July and August of 2015. Second handout was the number of certificate of occupancy permits issued, again showing a spike in July and

August of 2015. Mr. White stated the significance of this report and will begin providing this data with the City Council updates.

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

Mr. White stated Ms. Frey had a second training on social media at the Civic Center. Training is also schedule with the Chamber of Commerce generating a lot of interest with local business owners. Mr. White asked to keep this item on future agendas and will give the EDC Board updates on progress.

#### DISCUSSION AND POSSBILE ACTION REGARDING PROPOSED CITY OF FARMERSVILLE WASTEWATER FACILITY ENGINEER

Mr. James with Kimley Horn updated the 4A Board on the progress on the proposed Wastewater Facility. Mr. James presentation outlined the overview of project, routing and alignment and the new proposed plant update. Mr. James map indicates the proposed wastewater plant and the existing wastewater plant showing the established service areas.

Mr. James stated the primary goals consist of environmental, economical, operational and social. Mr. James stated the next step will be to finish master plan. If the master plan is approved by the end of November 2015 then the next step would be the preliminary design. Mr. James stated after all the steps are completed and approved construction will take up to 2 years.

#### 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 a meeting with staff, IT, and Fiber-Optic supplier is set up for next week to discuss standards. Mr. White stated at that point the decision will be made to proceed with project. Chairman Collins stated would like very much to move forward.

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

Mr. White updated the 4A Board of the progress on the development and annexation agreement for the east industrial park. Mr. White said that the contract is in the hands of the owner for his approval and feedback. Waiting on verification and approval at this point.



**DISCUSSION AND POSSIBLE ACTION REGARDING FEDC OPERATING REQUIREMENTS.**

After review and discussion 4A Boards decision is to send Daphne Hamlin for the proper training requirements for FEDC. Daphne is to begin training as soon as available.

**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 STATEMEN FOR SEPTEMBER 2015, AND REQUIRED BUDGET AMENDMENTS**

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

**CONSIDERATION AND POSSIBLE APPROVAL OF THE MINUTES OF THE SEPTEMBER 17TH, 2015 MEETING**

Mr. Meguire motioned to approve September 17th, 2015 minutes as presented Mrs. Washam second the motion. All in favor. Motion passed unanimously.

**DISCUSSION IN CONTEMPLATION OF PLACING ITEMS ON FUTURE AGENDA**

- Bond update
- Grant update
- Realtor update

**ADJOURNMENT**

Meeting adjourned at 8:30 p.m.

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Bob Collins, President

ATTEST:

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Kris Washam, Secretary