



City Council Chambers
Joshua City Hall
101 S. Main Street
Joshua, TX 76058
817-558-7447
817-641-7526 fax

**4B Economic Development Corporation Board
Regular Meeting Agenda
September 8, 2009
7:00 p.m.**

The Joshua 4B Economic Development Corporation Board will hold a Regular Meeting at 7:00 p.m. at the Joshua City Hall, Council Chambers, 101 S. Main, Joshua, Texas on September 8, 2009. This is an open meeting, open to the public, subject to the Open Meeting Laws of the State of Texas.

- I. Call to Order**
- II. Swearing In New Board Member Appointed by the City Council**
Eric S. Hollister
- III. Consider Approval of Minutes of the 4B Economic Development Corporation Board meeting held on August 11, 2009.**
- IV. 4B Economic Development Corporation Board Items:**
 - a. Review and discuss the 4B Financial Reports for August 2009
(Paulette Hartman)
 - b. Report of Jack Thompson, Economic Development Consultant.
(Paulette Hartman)
 - c. Receive Report from Tana Howell, Joshua Area Chamber of Commerce Executive Director. (Tana Howell)
 - d. Receive report and 2009 Letter of Understanding from Dianna Miller of the Johnson County Economic Development Commission.
(Paulette Hartman)
 - e. Update on selection of a Construction Manager at Risk Contractor for the Joshua Park.
(Mike Peacock)
 - f. Receive and Act on Pay Request from MHS Planning and Design in the amount of \$12,237.50 for Design and Construction Administration and travel.

- g. Receive update on the North Entry Way Sign Placement.
- h. Public Hearing on proposed 4B budget and projects for fiscal year 2009/2010
- i. Discuss, consider and act upon adoption of 4B projects and budget for fiscal year 2009/2010.

V. Future Agenda Items or Reports

VI. Adjournment

CERTIFICATE:

I hereby certify that the above agenda was posted on this the _____ day of _____, 2009 by 5:00 p.m. on the official bulletin board at Joshua City Hall, 101 S. Main, Joshua, Texas.

Mike Peacock, Director of Operations
City of Joshua, Texas

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 817-558-7447 or 817-641-7516 FAX or email citysecretary@cityofjoshuatx.us for further information.

This notice was removed on the _____ day of _____, 2009 at _____.

Mike Peacock, Director of Operations
City of Joshua, Texas

CITY OF JOSHUA BOARD APPLICATION SHEET

FULL NAME: Eric Scott Hollister

ADDRESS: 3065 Big Springs Drive Joshua TX 76058

TELEPHONE NO.: 817 556-3160 (H) 219-241-6646 (W)

CELL PHONE NO.: 219-241-6646 E-MAIL: material_management@jshoop.com

OCCUPATION: Recycling Mgr.

PLACE OF EMPLOYMENT: Waste Alternatives Inc

EMPLOYMENT ADDRESS: 205 East High Street Mt. Vernon OH
43050

BOARDS/COMMISSIONS: (Please rank your interest of serving on each board/commission)

- Planning & Zoning Commission: 3
- Zoning Board of Adjustments: 2
- 4A Economic Development Corporation Board: 4
- 4B Economic Development Corporation Board: 1

APPOINTED: YES NO DATE: _____

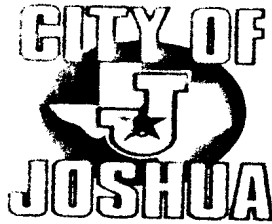
COUNCIL ACTION DATE: _____

LETTER OF CONFIRMATION: _____

THIS INFORMATION IS TRUE AND CORRECT:

SIGNATURE 

413



**4B Economic Development
Corporation
Minutes
Regular Session 7:00 p.m.
August 11, 2009**

4B Members Present: Chairperson Pam Ingram, Board Member Neely, Board Member Moore, Board Member Smallwood,

4B Members Absent: Board Member Bradley, Board Member Clifton, 1 vacant

City Staff Present: Mike Peacock, Director of Operations.

I Call To Order.

Chairperson Ingram called the Meeting to order at 7:01 p.m.

II Consider Approval of Minutes Of The 4B Economic Development Corporation Board Meeting held on July 14, 2009.

Board Member Smallwood made a motion to approve the minutes as submitted. Board Member Neely seconded the motion.

Motion Carried - 4-0

III 4B Economic Development Corporation Board Items:

- a. **Review and Discuss 4B Financial Reports for July, 2009**
Mike Peacock, Director of Operations presented this item.
- b. **Receive report from Jack Thompson of Orasi Development on Economic Development projects.**
Jack Thompson, Orasi Development presented this item.
- c. **Received report from Joshua Area Chamber of Commerce Executive Director, Tana Howell.**
Tana Howell, President of the JACC presented this item.
- d. **Receive report from Mark Spencer of MHS Planning and Design on the City Park.**
Mark Spencer presented this item.
Mark reported that the design process was near completion and that we needed to move forward with Request for Proposals process for the Construction Manager at Risk. He indicated he hoped to begin construction on January 1, 2010 and complete the park by July 2010. He

also covered some cost increases based on pricing today, but explained that the costs could easily be reduced based on contract pricing.

- e. Update on Contract for Construction Manager at Risk Contractor for the City Park.
Mike Peacock, Director of Operations presented this item.
A draft of the Request for Proposals is complete and being reviewed by the City Attorney.
- f. Discuss Consider and Act on approval of invoice from MHS Planning and Design in the amount of \$6,872.54 for design services for the City Park.
Mike Peacock, Director of Operations presented this item.

Following discussion, Board Member Neely made a motion to approve \$6872.54 for Design work on the City Park.
Board Member Smallwood seconded the motion.

Motion Carried 4-0

- g. Receive update on North Entry Way Sign.
Mike Peacock, Director of Operations presented this item.

Contact was made with property owner and a meeting has been scheduled for August 12, with the owner's son.
- h. Consider and Act on Payment from Triangle Surveying of \$425.00 for Lot 1 Block 3, Thousand Oaks Addition for placement of the North Entry Way Sign.
Mike Peacock, Director of Operations presented this item.

Motion made by Board Member Smallwood to approve payment. Motion seconded by Board Member Moore.

Motion Carried 4-0

- i. Review and Discuss proposed 4B projects for fiscal year 2009-10 Budget.
Mike Peacock, Director of Operations presented this item.

Following discussion, the board needed clarification on 3 areas.

- 1a. \$184,150.00 (what does that number include)
- 2b. Status of Contract with JCEDC?
- 3a. Any costs with the North Entry Way Sign?

IV. Future Agenda Items or Reports

Invitation to JCEDC Director to address the Board at the September 2009 Meeting.

V. Adjournment.

There being no further business the meeting adjourned at 8:21 p.m.

Pam Ingram, Chairperson
4B Economic Development Corporation Board

ATTEST:

Mike Peacock, Director of Operations
City of Joshua

DRAFT

2008/2009 SPECIAL REVENUE FUND

4A Revenues	Amount Budgeted	Prior YTD Totals	YTD Totals	Remaining Balance	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept.	% of Budget
4A Sales Tax	\$ 288,000.00	\$ 225,268.31	\$ 284,396.96	\$ 3,603.04	\$ 23,392.45	\$ 31,425.86	\$ 26,538.08	\$ 28,233.11	\$ 38,330.90	\$ 19,800.40	\$ 18,714.29	\$ 27,732.55	\$ 18,596.52	\$ 20,757.96	\$ 30,874.84		98.75%
Appropriation of Fund Balanc	\$ 627,540.00	\$ 190,500.00	\$ 562,987.35	\$ 64,552.65	\$ 469,540.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,523.60	\$ 78,923.75		89.71%
Total Revenue	\$ 915,540.00	\$ 415,768.31	\$ 847,384.31	\$ 68,155.69	\$ 492,932.45	\$ 31,425.86	\$ 26,538.08	\$ 28,233.11	\$ 38,330.90	\$ 19,800.40	\$ 18,714.29	\$ 27,732.55	\$ 18,596.52	\$ 35,281.56	\$ 109,798.59	\$ -	92.56%

4A Expenses	Amount Budgeted	Prior YTD Totals	YTD Totals	Remaining Balance	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept.	% of Budget
Joshua Station Development	\$ 905,090.00	\$ 64,002.68	\$ 687,125.46	\$ 217,964.54	\$ -	\$ -	\$ 501.13	\$ 69,128.17	\$ 49,579.36	\$ 72,468.16	\$ 13,642.59	\$ 33,184.35	\$ 230,162.40	\$ 133,932.19	\$ 84,527.11		75.92%
Administration	\$ 10,450.00	\$ -	\$ 9,950.00	\$ 500.00	\$ -	\$ -	\$ 9,950.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		95.22%
Total Expenses	\$ 915,540.00	\$ 64,002.68	\$ 697,075.46	\$ 218,464.54	\$ -	\$ -	\$ 10,451.13	\$ 69,128.17	\$ 49,579.36	\$ 72,468.16	\$ 13,642.59	\$ 33,184.35	\$ 230,162.40	\$ 133,932.19	\$ 84,527.11	\$ -	76.14%

Revenue Over (Under) Expenditure \$ -

4B Revenues	Amount Budgeted	Prior YTD Totals	YTD Totals	Remaining Balance	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept.	% of Budget
4B Sales Tax	\$ 288,000.00	\$ 225,268.31	\$ 284,396.96	\$ 3,603.04	\$ 23,392.45	\$ 31,425.86	\$ 26,538.08	\$ 28,233.11	\$ 38,330.90	\$ 19,800.40	\$ 18,714.29	\$ 27,732.55	\$ 18,596.52	\$ 20,757.96	\$ 30,874.84		98.75%
Appropriation of Fund Balanc	\$ 368,380.00	\$ -	\$ 368,380.00	\$ -	\$ 50,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 318,300.00	\$ -	\$ -		100.00%
Total Revenue	\$ 656,380.00	\$ 225,268.31	\$ 652,776.96	\$ 3,603.04	\$ 73,472.45	\$ 31,425.86	\$ 26,538.08	\$ 28,233.11	\$ 38,330.90	\$ 19,800.40	\$ 18,714.29	\$ 27,732.55	\$ 336,896.52	\$ 20,757.96	\$ 30,874.84	\$ -	99.45%

4B Expenses	Amount Budgeted	Prior YTD Totals	YTD Totals	Remaining Balance	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept.	% of Budget
Park Planning	\$ 567,650.00	\$ 26,690.56	\$ 102,803.22	\$ 464,846.78	\$ -	\$ -	\$ -	\$ 8,706.50	\$ 7,289.38	\$ 18,536.26	\$ 1,000.00	\$ 27,797.48	\$ 32,458.20	\$ 7,015.40	\$ -		18.11%
Expansion of Commuter Rail	\$ 12,000.00	\$ 21,000.00	\$ 11,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00		91.67%
Business Development	\$ 39,300.00	\$ 6,075.00	\$ 25,750.00	\$ 13,550.00	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,750.00	\$ 2,500.00	\$ 2,500.00		65.52%
Promotional	\$ 20,000.00	\$ 14,405.00	\$ 1,415.55	\$ 18,584.45	\$ 1,167.55	\$ -	\$ -	\$ -	\$ -	\$ 248.00	\$ -	\$ -	\$ -	\$ -	\$ -		7.08%
Administrative	\$ 17,430.00	\$ 12,098.00	\$ 14,029.82	\$ 3,400.18	\$ -	\$ -	\$ 10,195.00	\$ -	\$ -	\$ -	\$ 1,592.40	\$ 100.00	\$ 2,092.42	\$ -	\$ 50.00		80.49%
Total Expenses	\$ 656,380.00	\$ 80,268.56	\$ 154,998.59	\$ 501,381.41	\$ 2,167.55	\$ 1,000.00	\$ 11,195.00	\$ 14,706.50	\$ 10,789.38	\$ 22,284.26	\$ 6,092.40	\$ 31,397.48	\$ 41,300.62	\$ 10,515.40	\$ 3,550.00	\$ -	23.61%

Revenue Over (Under) Expenditure \$ -

Total Revenue In Bank Since Fund Was Established

4A Sales Tax	\$ 654,053.73
4B Sales Tax	\$ 1,348,837.38
Total Revenue	\$ 2,002,891.11

JOHNSON COUNTY

ECONOMIC DEVELOPMENT COMMISSION

LETTER OF UNDERSTANDING

To: Johnson County Municipal Partners (city name)

From: Board of Directors, Johnson County Economic Development Commission (JCEDC)

Date: January 1, 2009

The Johnson County Economic Development Commission was established in 1989 by legislative action by the Texas State Legislature. The Commissioners Court of Johnson County initiated the formation of the Commission under State statute to serve the municipalities and unincorporated areas of the County by providing economic development expertise that promotes the creation of new jobs, location of new businesses, infusion of goods and services into the marketplace, and increasing of property values throughout the County.

Vision Statement of JCEDC

The vision of JCEDC is to promote and assist Johnson County and local governments to achieve economic vitality and to provide opportunities for commercial and industrial business growth.

FUNDING and FEES

Funding for the Director's position as well as operating expenses of JCEDC is funded on a voluntary basis, by all the players in Johnson County. Since the inception of the Commission, the municipalities of Johnson County have contributed, through varying amounts as allocated by their respective governing bodies; with Johnson County providing the predominant amount of funding.

CITY OF OSHUA PARTICIPATION IN JCEDC 2008/09 \$5,000

Payment Due within 30 days of Invoice

EXTRA FEES

In conjunction with special projects and or specific marketing programs, materials and or consultants may require additional charges. All such scope of work and fees will be presented to the City prior to expense or implementation. Additional charges will be paid within 30 days of invoice

Services of JCEDC

The JCEDC has been created to provide the following services:

- Provide professional direction in the identification of prospective commercial and industrial businesses that will locate within the limits of Johnson County.
- Provide the tools, research, promotional material, and presentation expertise to prospective commercial and industrial businesses as they consider Johnson County as a potential business location.
- Function as a liaison to municipal and county governments with prospective commercial and industrial businesses seeking to locate within the limits of Johnson County.
- Provide access to potential commercial and industrial businesses by being actively associated with the professional economic network on a national, regional, and local level.
- Provide expert guidance in the creation of municipal economic development boards such as the 4A and 4B Boards, the development of complex economic development agreements such as TIF and 380 agreements, and the development and presentation of proposals to prospective commercial and industrial businesses.
- Provide data and statistics to responsible municipal officials regarding economic conditions and local economic development issues.
- Provide county and municipal officials with updates regarding changes and proposals for new laws being addressed by the Texas Legislature which may impact the economic development plans of governments within the limits of Johnson County.
- Provide expert testimony and representation for Johnson County to the State Legislature, legislative representatives, and legislative committees regarding current and proposed economic development legislation.
- Provide the economic development services discussed herein to all the communities and areas of Johnson County, regardless of extent of voluntary participation of any municipal or county government.
- List the City of Joshua in all joint advertising ads, trade show materials and visual presentations depicting Johnson County as the location for business development.

The JCEDC does not work for or is responsible to any individual municipal entity of Johnson County, but serves all the municipalities and governments on an equal basis. As stakeholders in the economic future of Johnson County, our municipalities provide a vital service to the success of JCEDC. Their coordinated cooperation establishes the economic climate that will be recognized by prospective businesses searching for a site in Johnson County.

Role of the Municipality

- Identify a liaison individual(s) in the municipality that will coordinate any economic development efforts of the JCEDC activity with their city.
- Serve as the liaison between JCEDC and the economic development corporations such as the 4A and 4B, industrial foundations and groups, economic development staff, and economic development consultants acting in the capacity of city staff.
- Promote the economic development efforts of JCEDC to economic development interests located both within and outside of the geographic area of Johnson County.
- Participate on a voluntary basis with the financial support of the administration/marketing and growth of the JCEDC throughout the county.

We offer this Memorandum of Understanding to all the municipal governments of Johnson County, in a good faith demonstration of intent to better our entire county economically. If you join with us in supporting economic development as furthered by JCEDC and the individual efforts of each municipality, whatever those efforts should be, we ask you to endorse the articles of understanding as contained herein with us.

Together we will work to make Johnson County a better place for all of us to live and serve as an example of municipal cooperation that all counties will strive to exemplify. Thank you for your past support and for the remarkable things that we will accomplish together in the future.

We agree in understanding:

.....
JCEDC –Chairman, Board of Directors

.....
City

.....
Date

MHS Planning & Design, LLC

212 W. Ninth Street

Tyler, Texas 75701

(903) 597-6606

INVOICE

08/24/2009

City of Joshua

Attention: Paulette A. Hartman

101 S. Main Street

Joshua, TX 76058

City Park Design

Project # 08-016

<u>Description of Services</u>	<u>Contract Amount</u>	<u>% Complete</u>	<u>Previously Invoiced</u>	<u>Amount Due</u>
Design & Construction Administration for City Park. Grant Funded and Non-grant Funded Elements.	\$158,300.00	53%	\$71,762.14	\$11,978.56
Total Amount Due - Fees				\$11,978.56
<u>Reimbursable Expenses</u>				
Mileage 8/11/08 - 300 miles @ .55 mile				\$165.00
Mileage - Spiars Engineering				\$93.94
Reproduction				\$0.00
Total Amount Due - Expenses				\$258.94
TOTAL AMOUNT DUE THIS INVOICE				\$12,237.50

INVOICES DUE UPON RECEIPT