

AGENDA

BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING

February 12, 2018

**BARTONVILLE TOWN HALL
1941 E. JETER ROAD, BARTONVILLE, TX 76226**

6:30 P.M.

A. CALL TO ORDER

B. CITIZEN PARTICIPATION

The purpose of this item is to allow citizens an opportunity to address the Bartonville Community Development Corporation Board on issues that are not the subject of a public hearing. Items which require a public hearing will allow citizens or visitors to speak at the time that item is introduced on the agenda. No formal action can be taken by the Board on items that are not posted on the agenda.

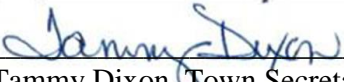
C. ITEMS

1. Consider approval of the November 6, 2017, meeting minutes.
2. Review Financial Report ending January 31, 2018.
3. Update on annual traffic count report.
4. Update on development activity (new businesses, prospective businesses, expansion of businesses)

D. FUTURE ITEMS

E. ADJOURNMENT

I hereby certify that the above agenda was duly posted on the Town Hall Bulletin Board on Friday, the 9th day of February 2018, at 2:45 p.m.



Tammy Dixon, Town Secretary

**THE ARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING
HELD ON THE 6th DAY OF NOVEMBER, 2017, AT BARTONVILLE TOWN HALL, 1941
E. JETER ROAD, IN THE TOWN OF BARTONVILLE, COUNTY OF DENTON, TEXAS
AT 6:30 P.M.**

The Bartonville Community Development Corporation met in a regular meeting with the following members present:

Terry Rock, Vice Chair
Randy Van Alstine (*arrived at 6:38 p.m.*)
Dwain Skrobarcek
Jim Foringer
Jeff Traylor
Brenda Pardue

with the following member absent: Jim Langford.

Also present: Tammy Dixon, Town and Board Secretary.

There constituting a quorum, the following business took place:

A. CALL TO ORDER

Vice Chairman Terry Rock called the meeting to order at 6:35 p.m.

B. CHAIRMAN REPORT

1. Introduction of new members.

Vice Chairman Terry Rock introduced Brenda Pardue and Jeff Traylor.

2. Update on Marty Bs Restaurant.

Ms. Dixon stated Marty Bs was scheduled to open on November 13th.

C. ELECTION OF OFFICERS

1. Discuss and consider nominations and the election of Chair.

Terry Rock moved to elect Jim Langford as Chair. Jim Foringer seconded the motion. The motion carried by vote of 6 to 0.

2. Discuss and consider nominations and the election of Vice-Chair.

Jeff Traylor moved to elect Terry Rock as Vice Chair. Jim Foringer seconded the motion. The motion carried by vote of 6 to 0.

3. Discuss and consider nominations and election of Treasurer.

Terry Rock moved to elect Dwain Skrobarcek as Treasurer. Jim Foringer seconded the motion. The motion carried by vote of 6 to 0.

4. Discuss and consider nominations and election of Secretary.

Terry Rock moved to elect Tammy Dixon as Secretary. Jim Foringer seconded the motion. The motion carried by vote of 6 to 0.

D. CITIZEN PARTICIPATION

There were none.

E. ITEMS

Vice Chairman Terry Rock opened item 3 first.

3. Discuss and consider funding request by Happy Huts, LLC.

Rick Hopper, applicant stated he was requesting \$40,000. He presented his plans to expand the size of his building by adding 14,000 sq. ft. which would provide space available to lease to local businesses. He stated the addition of office space would generate new jobs and tax revenue to the Town.

CLOSED/OPEN SESSION

The Board of Directors convened into a closed meeting pursuant to Texas Government Code Chapter 551, Section 551.087 at 6:59 p.m. and reconvened into open session 7:06 p.m. to deliberate a funding request to Happy Huts, LLC.

Dwain Skrobarcek moved to table this item. Terry Rock seconded the motion. The motion carried by a vote of 6 to 0.

1. Consider approval of the September 11, 2017, meeting minutes.

Terry Rock moved to approve the September 11, 2017, meeting minutes. Jim Foringer seconded the motion. The motion carried by vote of 6 to 0.

2. Review Financial Report ending October 31, 2017.

Ms. Dixon reviewed the financial statement.

4. Discuss and consider approval of amending the Bartonville Community Development Corporation 2017-18 budget to provide for adjustments to the operations and supplies and website line items.

Ms. Dixon stated adjustments were being proposed to the Operations/Supplies, Website, and Consulting Fees line items as follows:

Line Items	Current Budget	Increase/Decrease	Amendment
Operations/Supplies	500	2200	2700
Website	1200	(700)	500
Consulting Fees	20,000	(1500)	18500
	21700	0	21700

Terry Rock moved to amend the Bartonville Community Development Corporation 2017-18 budget to provide for adjustments to the operations and supplies, website and consulting fee line items. Randy VanAlstine seconded the motion. The motion carried by vote of 6 to 0.

5. Discuss and consider authorizing staff to move forward with annual traffic count report.

Jim Foringer moved to authorize staff to move forward with the annual traffic count report. Randy VanAlstine seconded the motion. The motion carried by vote of 6 to 0.

F. FUTURE ITEMS

Invite representatives from NewQuest and Lone Star Food Stores to provide updates.

G. ADJOURNMENT

Vice Chairman Terry Rock adjourned the meeting at 7:26 p.m.

BCDC approved this the 12th day of February, 2018.

Approved:

Jim Langford, Chair

Attest:

Tammy Dixon, Town Secretary

Town of Bartonville
 Financial Statement
 As of January 31, 2018

2/9/2018 2:12 PM

800 - Bartonville Community Development	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Sales Tax	4,212.74	7,497.00	3,284.26	27,106.85	90,000.00	30.12%	62,893.15
Other/Transfer	411.38	166.60	(244.78)	1,252.55	2,000.00	62.63%	747.45
Revenue Totals	<u>4,624.12</u>	<u>7,663.60</u>	<u>3,039.48</u>	<u>28,359.40</u>	<u>92,000.00</u>	<u>30.83 %</u>	<u>63,640.60</u>
Expense Summary							
Other	71,066.75	13,328.33	(57,738.42)	91,054.75	160,000.00	56.91%	68,945.25
Supplies	0.00	225.00	225.00	653.32	2,700.00	24.20%	2,046.68
Contracted Service	0.00	2,333.34	2,333.34	192.50	28,000.00	0.69%	27,807.50
Maintenance	1,579.02	2,299.15	720.13	6,197.83	27,600.00	22.46%	21,402.17
Salary & Benefits	5,000.00	416.67	(4,583.33)	5,000.00	5,000.00	100.00%	0.00
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>77,645.77</u>	<u>18,602.49</u>	<u>(59,043.28)</u>	<u>103,098.40</u>	<u>223,300.00</u>	<u>46.17 %</u>	<u>120,201.60</u>

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800 - Bartonville Community Development	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Sales Tax							
800-4025 Sales Tax Revenue	4,212.74	7,497.00	3,284.26	27,106.85	90,000.00	30.12%	62,893.15
Sales Tax Totals	<u>4,212.74</u>	<u>7,497.00</u>	<u>3,284.26</u>	<u>27,106.85</u>	<u>90,000.00</u>	<u>30.12%</u>	<u>62,893.15</u>
Other/Transfer							
800-4250 Interest Earned	411.38	166.60	(244.78)	1,252.55	2,000.00	62.63%	747.45
800-4400 Grants and Donations	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
800-4999 Transfer In	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other/Transfer Totals	<u>411.38</u>	<u>166.60</u>	<u>(244.78)</u>	<u>1,252.55</u>	<u>2,000.00</u>	<u>62.63%</u>	<u>747.45</u>
Revenue Totals	<u><u>4,624.12</u></u>	<u><u>7,663.60</u></u>	<u><u>3,039.48</u></u>	<u><u>28,359.40</u></u>	<u><u>92,000.00</u></u>	<u><u>30.83%</u></u>	<u><u>63,640.60</u></u>

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800 - Bartonville Community Develop	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
800-10-5149 Consulting Fees	0.00	1,666.67	1,666.67	0.00	20,000.00	0.00%	20,000.00
800-10-5381 Legal	0.00	416.67	416.67	192.50	5,000.00	3.85%	4,807.50
800-10-5488 Traffic Study	0.00	250.00	250.00	0.00	3,000.00	0.00%	3,000.00
Contracted Service Totals	0.00	2,333.34	2,333.34	192.50	28,000.00	0.69%	27,807.50

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800 - Bartonville Community Develop	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
800-10-5480 Old Town Improvements	1,500.00	166.67	(1,333.33)	3,545.00	2,000.00	177.25%	(1,545.00)
800-10-5481 Old Town Maintenance & Maintenance Totals	79.02	2,132.48	2,053.46	2,652.83	25,600.00	10.36%	22,947.17
	<u>1,579.02</u>	<u>2,299.15</u>	<u>720.13</u>	<u>6,197.83</u>	<u>27,600.00</u>	<u>22.46%</u>	<u>21,402.17</u>

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800 - Bartonville Community Develop	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
800-90-5999 Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Not Categorized Totals	0.00	0.00	0.00	0.00	0.00	0.00%	0.00

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800 - Bartonville Community Develop	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
800-10-5081 Audit Entries	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
800-10-5212 Dues and Subscriptions	0.00	83.33	83.33	0.00	1,000.00	0.00%	1,000.00
800-10-5280 Grant Expenses	70,000.00	12,495.00	(57,505.00)	89,988.00	150,000.00	59.99%	60,012.00
800-10-5289 Marketing	1,066.75	750.00	(316.75)	1,066.75	9,000.00	11.85%	7,933.25
800-10-5514 Postage	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
800-10-5520 Professional Development	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Other Totals	<u>71,066.75</u>	<u>13,328.33</u>	<u>(57,738.42)</u>	<u>91,054.75</u>	<u>160,000.00</u>	<u>56.91%</u>	<u>68,945.25</u>

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800 - Bartonville Community Develop	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
800-10-5627 Salary to Town	5,000.00	416.67	(4,583.33)	5,000.00	5,000.00	100.00%	0.00
Salary & Benefits Totals	5,000.00	416.67	(4,583.33)	5,000.00	5,000.00	100.00%	0.00

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800 - Bartonville Community Develop	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
800-10-5147 Computer Software	0.00	100.00	100.00	500.00	1,200.00	41.67%	700.00
800-10-5158 Copier/Printing Expense and	0.00	83.33	83.33	0.00	1,000.00	0.00%	1,000.00
800-10-5479 Operations and Supplies	0.00	41.67	41.67	153.32	500.00	30.66%	346.68
Supplies Totals	0.00	225.00	225.00	653.32	2,700.00	24.20%	2,046.68
Expense Totals	77,645.77	18,602.49	(59,043.28)	103,098.40	223,300.00	46.17%	120,201.60