

## AGENDA

### BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING

November 6, 2017

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

6:30 P.M.

#### A. CALL TO ORDER

#### B. CHAIRMAN REPORT

1. Introduction of new members.
2. Update on Marty Bs Restaurant.

#### C. ELECTION OF OFFICERS

1. Discuss and consider nominations and the election of Chair.
2. Discuss and consider nominations and the election of Vice-Chair.
3. Discuss and consider nominations and election of Treasurer.
4. Discuss and consider nominations and election of Secretary.

#### D. 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.


#### E. ITEMS

1. Consider approval of the September 11, 2017, meeting minutes.
2. Review Financial Report ending October 31, 2017.
3. Discuss and consider funding request by Happy Huts, LLC.
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.
5. Discuss and consider authorizing staff to move forward with annual traffic count report.

#### F. FUTURE ITEMS

#### G. ADJOURNMENT

I hereby certify that the above agenda was duly posted on the Town Hall Bulletin Board on Friday, the 3<sup>rd</sup> day of November 2017, at 3:30 p.m.

  
\_\_\_\_\_  
Tammy Dixon, Town Secretary

**BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION MEETING HELD ON THE 11<sup>th</sup> DAY OF SEPTEMBER 2017, AT BARTONVILLE TOWN HALL, 1941 E. JETER ROAD, IN THE TOWN OF BARTONVILLE, COUNTY OF DENTON, TEXAS AT 7:00 P.M.**

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

Jim Langford, Chair  
Terry Rock, Vice Chair  
Randy Van Alstine  
Jim Foringer  
Dwain Skrobarcek  
Jeff Traylor

Also present: Tammy Dixon, Town and Board Secretary.

There constituting a quorum, the following business took place:

**A. CALL TO ORDER**

Chairman Langford called the meeting to order at 7:07 p.m.

**B. CITIZEN PARTICIPATION**

**There were none.**

**C. ITEMS**

1. Consider approval of the August 14, 2017, meeting minutes.

Jim Foringer moved to approve the August 14, 2017, meeting minutes. Terry Rock seconded the motion. The motion carried by a vote of 6 to 0.

2. Consider approval of the August 28, 2017, meeting minutes.

Randy VanAlstine moved to approve the August 28, 2017, meeting minutes. Terry Rock seconded the motion. The motion carried by a vote of 6 to 0.

3. Consider approval of the September 5, 2017, annual meeting minutes.

Terry Rock moved to approve the September 5, 2017, meeting minutes. Dwain Skrobarcek seconded the motion. The motion carried by a vote of 6 to 0.

4. Public Hearing and consideration and action on a Performance Agreement regarding the following project: to provide financial assistance in an amount not to exceed \$19,988.00 for the Marty B's Restaurant improvements.

Chairman Langford opened the public hearing at 7:09 p.m.

Ms. Dixon provided the following information:

- On August 28<sup>th</sup> the Board authorized staff and the Board Attorney to prepare Performance Agreement between the Board and Marty Bs LLC to provide financial assistance in the amount of \$19,988.00 for the Marty B's restaurant improvements.
- The project was estimated at \$39,976 and consisted of constructing outside cabanas along the north side of the patio to allow for more enjoyable and intimate space for outdoor seating and for live music events.
- The addition would create approximately 10-20 more jobs.
- Marty Bs Restaurant was estimated to generate over \$80,000 in Sales and Mixed Beverage Taxes to the Town in 2018 and would increase the property tax revenue to the Town by approximately \$8,000 annually to the Town.

Ms. Dixon stated in accordance with the Development Corporation Act a public hearing was required to receive public input regarding the funding of the project.

Ms. Dixon further stated per State Law a Type B corporation could not undertake a project that requires an expenditure of more than \$10,000 until the governing body of the corporation's authorizing municipality adopts a resolution authorizing the project after giving the resolution at least two separate readings.

Marty Bryan was present to answer questions from the Board.

No one spoke in favor or in opposition.

Chairman Langford closed the public hearing 7:19 p.m.

Terry Rock moved to approve the Performance Agreement with a three-year clawback provision requiring 2/3 repayment after one year and 1/3 repayment after two years. Randy VanAlstine seconded the motion. The motion carried by a vote of 6 to 0.

**F. FUTURE ITEMS**

There were none.

**G. ADJOURNMENT**

Chairman Langford adjourned the meeting at 7:22 p.m.

**BCDC approved this the 6th day of November 2017.**

Approved:

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Jim Langford, Chair

Attest:

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Tammy Dixon, Town Secretary

Town of Bartonville  
 Transaction Detail Report  
 10/1/2017 - 10/31/2017

11/3/2017 2:44 PM

**800 - Bartonville Community Development**

**Account 800-1004**

Post Date	Transaction Date	Source	Line Description	Debit	Credit	Balance
10/5/2017	10/5/2017	AP Payment	Van's Landscape Services	0.00	1,500.00	485,955.43
10/20/2017	10/20/2017	AP Payment	Brown & Hofmeister, L.L.P.	0.00	175.00	485,780.43
10/20/2017	10/20/2017	AP Payment	Cross Timbers Water Supply Corporation	0.00	39.21	485,741.22
10/20/2017	10/20/2017	AP Payment	Civic Plus	0.00	500.00	485,241.22
10/20/2017	10/20/2017	AP Payment	CoServ	0.00	86.09	485,155.13
10/20/2017	10/20/2017	GL	Sales Tax Transfer to Bank Accounts 2017.10.20	4,138.06	0.00	489,293.19
10/20/2017	10/20/2017	GL	Sales Tax Transfer to Bank Accounts September 20	95.27	0.00	489,388.46
Total				<u>4,233.33</u>	<u>2,300.30</u>	

Town of Bartonville  
 Transaction Detail Report  
 10/1/2017 - 10/31/2017

11/3/2017 2:44 PM

**800 - Bartonville Community Development      Account 800-10-5147**

Post Date	Transaction Date	Source	Line Description	Debit	Credit	Balance
10/20/2017	10/20/2017	AP Invoice	FY 17-18 Civic Plus Website	500.00	0.00	500.00
				Total	500.00	0.00

Town of Bartonville  
 Transaction Detail Report  
 10/1/2017 - 10/31/2017

11/3/2017 2:44 PM

**800 - Bartonville Community Development      Account 800-10-5381**

Post Date	Transaction Date	Source	Line Description	Debit	Credit	Balance
10/20/2017	10/20/2017	AP Invoice	FY 2016-17 Legal Servcies September 2017	175.00	0.00	175.00
				Total	175.00	0.00

Town of Bartonville  
 Transaction Detail Report  
 10/1/2017 - 10/31/2017

11/3/2017 2:44 PM

**800 - Bartonville Community Development**

**Account 800-10-5481**

Post Date	Transaction Date	Source	Line Description	Debit	Credit	Balance
10/20/2017	10/20/2017	AP Invoice	FY 16-17 Old Town Maintenance 30 McMakin Road	39.21	0.00	39.21
10/20/2017	10/20/2017	AP Invoice	Old Town Maintenance -	86.09	0.00	125.30
Total				<u>125.30</u>	<u>0.00</u>	



Town of Bartonville  
 Transaction Detail Report  
 10/1/2017 - 10/31/2017

11/3/2017 2:44 PM

**800 - Bartonville Community Development**

**Account 800-2000**

Post Date	Transaction Date	Source	Line Description	Debit	Credit	Balance
10/5/2017	10/5/2017	AP Payment	Posted Payments for Batch 131	1,500.00	0.00	0.00
10/20/2017	10/20/2017	AP Invoice	Accounts Payable	0.00	800.30	800.30
10/20/2017	10/20/2017	AP Payment	Posted Payments for Batch 150	800.30	0.00	0.00
Total				<u>2,300.30</u>	<u>800.30</u>	

Town of Bartonville  
 Transaction Detail Report  
 10/1/2017 - 10/31/2017

11/3/2017 2:44 PM

**800 - Bartonville Community Development**

**Account 800-4025**

Post Date	Transaction Date	Source	Line Description	Debit	Credit	Balance
10/20/2017	10/20/2017	GL	Sales Tax Transfer to Bank Accounts 2017.10.20	0.00	4,138.06	4,138.06
10/20/2017	10/20/2017	GL	Sales Tax Transfer to Bank Accounts September 20	0.00	95.27	4,233.33
Total				<u>0.00</u>	<u>4,233.33</u>	

Town of Bartonville  
 Financial Statement  
 As of October 31, 2017

11/3/2017 2:41 PM

<b>800 - Bartonville Community Development</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Sales Tax	4,233.33	7,497.00	3,263.67	4,233.33	90,000.00	4.70%	85,766.67
Other/Transfer	0.00	166.60	166.60	0.00	2,000.00	0.00%	2,000.00
Revenue Totals	<u>4,233.33</u>	<u>7,663.60</u>	<u>3,430.27</u>	<u>4,233.33</u>	<u>92,000.00</u>	<u>4.60 %</u>	<u>87,766.67</u>
<b>Expense Summary</b>							
Other	0.00	13,328.33	13,328.33	0.00	160,000.00	0.00%	160,000.00
Supplies	500.00	225.00	(275.00)	500.00	2,700.00	18.52%	2,200.00
Contracted Service	175.00	2,333.34	2,158.34	175.00	28,000.00	0.63%	27,825.00
Maintenance	125.30	2,299.15	2,173.85	125.30	27,600.00	0.45%	27,474.70
Salary & Benefits	0.00	416.67	416.67	0.00	5,000.00	0.00%	5,000.00
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>800.30</u>	<u>18,602.49</u>	<u>17,802.19</u>	<u>800.30</u>	<u>223,300.00</u>	<u>0.36 %</u>	<u>222,499.70</u>

Town of Bartonville  
 Financial Statement  
 As of October 31, 2017

11/3/2017 2:41 PM

<b>800 - Bartonville Community Development</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Sales Tax</b>							
800-4025 Sales Tax Revenue	4,233.33	7,497.00	3,263.67	4,233.33	90,000.00	4.70%	85,766.67
Sales Tax Totals	<u>4,233.33</u>	<u>7,497.00</u>	<u>3,263.67</u>	<u>4,233.33</u>	<u>90,000.00</u>	<u>4.70%</u>	<u>85,766.67</u>
<b>Other/Transfer</b>							
800-4250 Interest Earned	0.00	166.60	166.60	0.00	2,000.00	0.00%	2,000.00
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>0.00</u>	<u>166.60</u>	<u>166.60</u>	<u>0.00</u>	<u>2,000.00</u>	<u>0.00%</u>	<u>2,000.00</u>
Revenue Totals	<u><u>4,233.33</u></u>	<u><u>7,663.60</u></u>	<u><u>3,430.27</u></u>	<u><u>4,233.33</u></u>	<u><u>92,000.00</u></u>	<u><u>4.60%</u></u>	<u><u>87,766.67</u></u>

Town of Bartonville  
 Financial Statement  
 As of October 31, 2017

11/3/2017 2:41 PM

<b>800 - Bartonville Community Develop Administration</b>	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
800-10-5147 Computer Software	500.00	100.00	(400.00)	500.00	1,200.00	41.67%	700.00
800-10-5149 Consulting Fees	0.00	1,666.67	1,666.67	0.00	20,000.00	0.00%	20,000.00
800-10-5158 Copier/Printing Expense and	0.00	83.33	83.33	0.00	1,000.00	0.00%	1,000.00
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	0.00	12,495.00	12,495.00	0.00	150,000.00	0.00%	150,000.00
800-10-5289 Marketing	0.00	750.00	750.00	0.00	9,000.00	0.00%	9,000.00
800-10-5381 Legal	175.00	416.67	241.67	175.00	5,000.00	3.50%	4,825.00
800-10-5479 Operations and Supplies	0.00	41.67	41.67	0.00	500.00	0.00%	500.00
800-10-5480 Old Town Improvements	0.00	166.67	166.67	0.00	2,000.00	0.00%	2,000.00
800-10-5481 Old Town Maintenance &	125.30	2,132.48	2,007.18	125.30	25,600.00	0.49%	25,474.70
800-10-5488 Traffic Study	0.00	250.00	250.00	0.00	3,000.00	0.00%	3,000.00
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
800-10-5627 Salary to Town	0.00	416.67	416.67	0.00	5,000.00	0.00%	5,000.00
<b>Administration Totals</b>	<b>800.30</b>	<b>18,602.49</b>	<b>17,802.19</b>	<b>800.30</b>	<b>223,300.00</b>	<b>0.36%</b>	<b>222,499.70</b>

Town of Bartonville  
 Financial Statement  
 As of October 31, 2017

11/3/2017 2:41 PM

<b>800 - Bartonville Community Develop Transfers</b>	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
Transfers Totals	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Expense Totals	800.30	18,602.49	17,802.19	800.30	223,300.00	0.36%	222,499.70

## BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION FUNDING APPLICATION

STATE OF TEXAS §  
COUNTY OF DENTON §

KNOW ALL BY THESE PRESENTS:

### PART 1 - APPLICANT INFORMATION

Application Date: 10-6-17

Company Name: Happy Hots

Address: 1911 E. Jeter Rd. Bartonville Tx 76226

Representative for Application: Rick Hopper

Local address: Same 1911 E. Jeter Rd.

Town: <u>Bartonville</u>	State: <u>Tx</u>	ZIP Code: <u>76226</u>
Phone Number: <u>714 240-1825</u>	State of Incorporation: <u>Tx</u>	Years In Town: <u>4</u>

Total Employees in Town:

### PART 2 - PROJECT INFORMATION

Location Address: 1911 E. Jeter Rd.

Legal Description:

Project Description:  New Construction  Expansion

Section A - Economic Development Type of Facility

<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Distribution	<input type="checkbox"/> Service Center
<input type="checkbox"/> Restaurant	<input checked="" type="checkbox"/> Describe <u>Business Offices</u>	

### PART 3 - ECONOMIC INFORMATION

Construction Estimate: 1 million Dollars

Start Date: November 15, 2017

Amount Requested: \$40,000<sup>00</sup>

Permanent Job Creation: 30

### PART 4 - NARRATIVE

1. Introduction of Business:  
Happy Hots owns this property, currently leasing portions of space to Readerest and Lori Lesnansky/Keller Williams agent. We aim to expand space for Growing local business and provide extra parking to share with the town of Bartonville.
2. Name(s) of chief officers or owners:  
Richard A. Hopper  
Diane R. Hopper
3. Reasons for seeking economic development incentive:  
Happy Hots intends to create a peaceful place for local Business to expand into. The addition of office space will serve the locals and generate tax revenue. Additionally, Covered parking for shade and hail protection for 50 spaces.

4. State how the project will benefit the Town of Bartonville: This project is designed to attract business to the town. One benefit to the town will be the generation of tax revenue. Secondly, a new valuation of the property will cause an adjustment to the property tax rate.

5. Describe the Project: A single story office building to match existing structure. Current height of building and roof line will remain. The extension of the building will be barely noticeable from the street.

6. Describe the types and numbers of jobs to be generated and provide information on current level of employment including: (a) current payroll; and (b) breakdown of current payroll by zip code. Attach a copy of the business's most recent filing with the Texas Workforce Commission or other supporting documentation that can be used to determine actual employment level at the time of application.

Estimating 30 new jobs should be considered a conservative number based on new square footage of 14,000 sq'.

7. List any other governmental assistance/incentives being requested or already approved for the project from sources other than the BCDC.

None

8. List any competition or similar businesses in the area.

None



UNDOCUMENTED WORKER CERTIFICATION

Chapter 2264, Subchapter A, Texas Government Code requires that any public agency or economic development corporation shall require a business that submits an application to receive a public subsidy to include a statement certifying that the business does not and will not knowingly employ an undocumented worker. The Company certifies that its operation within Bexar County, Texas does not and will not knowingly employ an undocumented worker, as defined in Chapter 2264, Subchapter A, Texas Government Code, as amended (the "Act").

Pursuant to the Act, if the Company is convicted of a violation under 8 U.S.C. Section 1324a (f), after receiving any public subsidy, the Company shall promptly give the County written notice of such violation and the Company shall repay the amount of the payment with interest, at a rate of 6.75% per annum not later than the 120<sup>th</sup> day after the date the Company notifies the County of this violation.

**AUTHORIZATION AND CERTIFICATION**

I am the authorized representative for the Company for the purpose of filing this application. I understand that this application is a government record as defined in Chapter 37 of the Texas Penal Code. The information contained in this application is true and correct to the best of my knowledge and belief. I hereby certify and affirm that the Company I represent is in good standing under the laws of the state in which the company, partnership, or sole proprietorship was organized and or operates and that no delinquent taxes are owed to the State of Texas or any political subdivision or entity thereof.

Authorized Official

*Richard A. Hopper*

Authorized Signature:

*Richard A. Hopper*

Name:

*Richard A. Hopper*

Title:

*Managing Member*

Telephone:

*714 240-1825*

E-Mail:

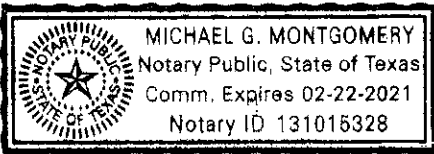
*rick@rickhopper.com*

Given under my hand and seal of office this 6<sup>th</sup> day of October 2017.

*[Signature]*

Notary Public, State of Texas

My commission expires:



**BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION  
FY 2017-2018 BUDGET**

**Bartonville Community Development Corporation  
Revenues & Expenditures**

	FY15/16	FY16/17	FY17/18	FY17/18
Begining Fund Balance	300,508	377,600	494,587	494,587

Revenues	Actual FY 11/12	Amended FY 15/16	Adopted FY 16/17	Actual YTD 09/05/17	Adopted FY 17/18	Amended FY 17/18
Sales Tax	52,732.21	160,000	99,000	112,355	90,000	90,000
Interest Earned	2,016.00	400	800		2,000	2,000
Donation/Grant		0	0		0	0
<b>Total Revenue</b>	<b>54,748.21</b>	<b>160,400</b>	<b>99,800</b>		<b>92,000</b>	<b>92,000</b>

Expenditures	Actual FY 11/12	Amended FY 15/16	Adopted FY 16/17	Actual YTD 09/05/17	Adopted FY 17/18	Amended FY 17/18
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Postage/Printing		1,000	1,000		1,000	1,000
Professional Training/Dues		1,000	1,000		1,000	1,000
Promotional/Marketing		16,000	9,000	8,035	9,000	9,000
Operations/Supplies		500	500		500	2,700
Website			1,200	1,200	1,200	500
Legal		5,000	5,000	300	5,000	5,000
Consulting Fees		30,000	20,000		20,000	18,500
Personnel/Overhead Expense		5,000	5,000	5,000	5,000	5,000
Old Town Improvements	32,355.00	6,000	2,000	2,000	2,000	2,000
Old Town Maintenance & Operations		15,500	18,000	24,475	25,600	25,600
Traffic Count/Study			3,000	3,000	3,000	3,000
Incentives Reserve		40,000	50,000		150,000	150,000
<b>TOTAL Expenses</b>	<b>32,355.00</b>	<b>120,000</b>	<b>115,700</b>	<b>44,010</b>	<b>223,300</b>	<b>223,300</b>

**Fund Balance 6/30/17            \$485,162**

**Totals for Fiscal Year 2017-2018**

Opening Fund Balance	494,587.00
Total Revenues	92,000.00
	<u>586,587.00</u>
Total Expenditures	223,300.00
Revenues vs Expenditures	<u>363,287.00</u>
Reserved/Allocated	
Marketing Carryover	-16,000.00
BTC Grant	-70,000.00
	<u>-86,000.00</u>
Ending Fund Balance	277,287.00

**PROPOSED**

ADJUSTMENTS	Current Budget	Increase/(Decrease)	Amended
Operations/Supplies	500	2200	2700
Webiste	1200	-700	500
Consulting Fees	20000	-1500	18500
	21700	0	21700