



**CITY OF JUSTIN  
ECONOMIC DEVELOPMENT CORPORATION (TYPE A)  
AND  
COMMUNITY DEVELOPMENT CORPORATION (TYPE B)  
AGENDA  
THURSDAY, SEPTEMBER 17, 2020  
415 N. COLLEGE AVE.  
(Conducted via teleconference)  
6:00PM**

One or more members of the EDC and CDC boards may participate in this meeting remotely in compliance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted March 13, 2020.

In accordance with Order of the Office of the Governor issued March 16, 2020 and March 19, 2020, the EDC/CDC boards will conduct the meeting scheduled at 6:00 p.m. on Thursday, September 17, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above. A recording of the telephonic meeting will be made and will be available to the public.

The public dial in number to participate in the telephonic meeting is:  
1 (346)-248-7799

Join Zoom Meeting

<https://us02web.zoom.us/j/89713146180?pwd=aDVBbG9NWE14OEFiWGNZaGVUZjN4QT09>

Meeting ID: 897 1314 6180

Password: 128681

### **CALL TO ORDER**

Invocation

### **INTRODUCTION OF GUESTS**

### **CITIZEN COMMENTS FOR ITEMS NOT LISTED ON THE AGENDA**

### **CONSENT ITEMS**

1. Consider, and act on meeting minutes from the EDC/CDC Meeting held on August 20, 2020.

### **DISCUSSION AND POSSIBLE ACTION ITEMS**

**The Boards reserve the right to act on any of the agenda items listed below.**

2. Discussion regarding the monthly sales tax report.
3. Discussion regarding the sales tax workshop.
4. Discussion regarding development related updates.

### **EXECUTIVE SESSION**

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

5. Discuss, consider, and act on items discussed in Executive Session.

### **FUTURE AGENDA ITEMS**

### **ADJOURN**

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Council of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official bulletin board at Justin Municipal Complex, 415 North College Street, Justin, Texas, a place of convenience and readily accessible to the general public at all times, and said notice posted this 11<sup>th</sup> day of September, 2020 by 5:00 p.m., at least 72 hours preceding the scheduled meeting time.

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Abbey Reece, Assistant to the City Manager

**MINUTES  
State of Texas  
County of Denton  
City of Justin**

**Justin Economic Development Type A and Community Development Type B Corporation  
Meeting—August 20, 2020**

Present EDC/CDC Board Members: Mike Russ, Vernon Kohut, Steven Turney, and Ronald Williams.

Absent members: Elizabeth Woodall

City Manager: Cori Reaume

Finance Director: Josh Armstrong

Assistant to the City Manager: Abbey Reece

**I. CALL TO ORDER**

EDC/CDC meeting was called to order at 6:11pm by EDC/CDC Board Vice President Elizabeth Woodall.

**II. INTRODUCTION OF GUESTS**

**III. CITIZEN COMMENTS FOR ITEMS NOT LISTED ON THE AGENDA**

In order to expedite the flow of business and to provide all the citizens the opportunity to speak, the President of the Board may impose a three-minute limitation on any person addressing the Board.

No comment.

**IV. CONSENT ITEMS**

1. Consider, and act on meeting minutes from the EDC/CDC meeting on July 16, 2020.

**Board member Russ motioned to approve the EDC/CDC minutes from the meeting on July 16, 2020.**

**Seconded by: Board member Kohut.**

**All in favor. Motion carries.**

**V. DISCUSSION AND POSSIBLE ACTION ITEMS**

2. Discuss, consider, and act on an application to the CDC Type B Board.

**Board member Russ motioned to recommend Bailey Acosta to the City Council to be appointed to Place 5 on both the Economic Development and Community Development Boards.**

3. Discussion regarding the monthly sales tax report.

**Discussion was held.**

4. Discussion regarding development related updates.

**Discussion was held.**

**VI. EXECUTIVE SESSION**

The Justin Community Development Corporation reserves the right to adjourn into Executive Session at anytime during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code Section 551.071 (Consult with Attorney), 551.072 ( Deliberation about Real Property), 551.074 (Personnel Matters), 551.087 (Deliberations about Economic Development)

*As authorized by Section 551.072 of the Texas Government Code, this meeting may convene into closed executive session for the purpose of the following item(s):*

**Did not go into executive session.**

**VII. FUTURE AGENDA ITEMS**

Sales tax report with graphs and staff update.

**VIII. ADJOURNMENT**

**Board member Turney made a motion to adjourn.**

**Seconded by: Board member Kohut.**

**All in favor. Motion carries.**

**Meeting was adjourned at 6:36pm.**

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Abbey Reece, Assistant to the City Manager

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## *EDC/CDC Coversheet*

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**Agenda Item:** #2

**Subject:** Discussion regarding the monthly sales tax reports.

**EDC/CDC Goal:** Retail Sales

**Item Summary:** This is a standing item on the agenda. It was requested at the last meeting that staff provide graphs along with the official numbers. July Sales Tax numbers show a decrease of 9.47%. This decrease is due to an incorrect payment from the Comptroller's Office in July of 2019, which they later had to take out in the next month. Without that incorrect payment, we would see an increase for the month of July for this year.

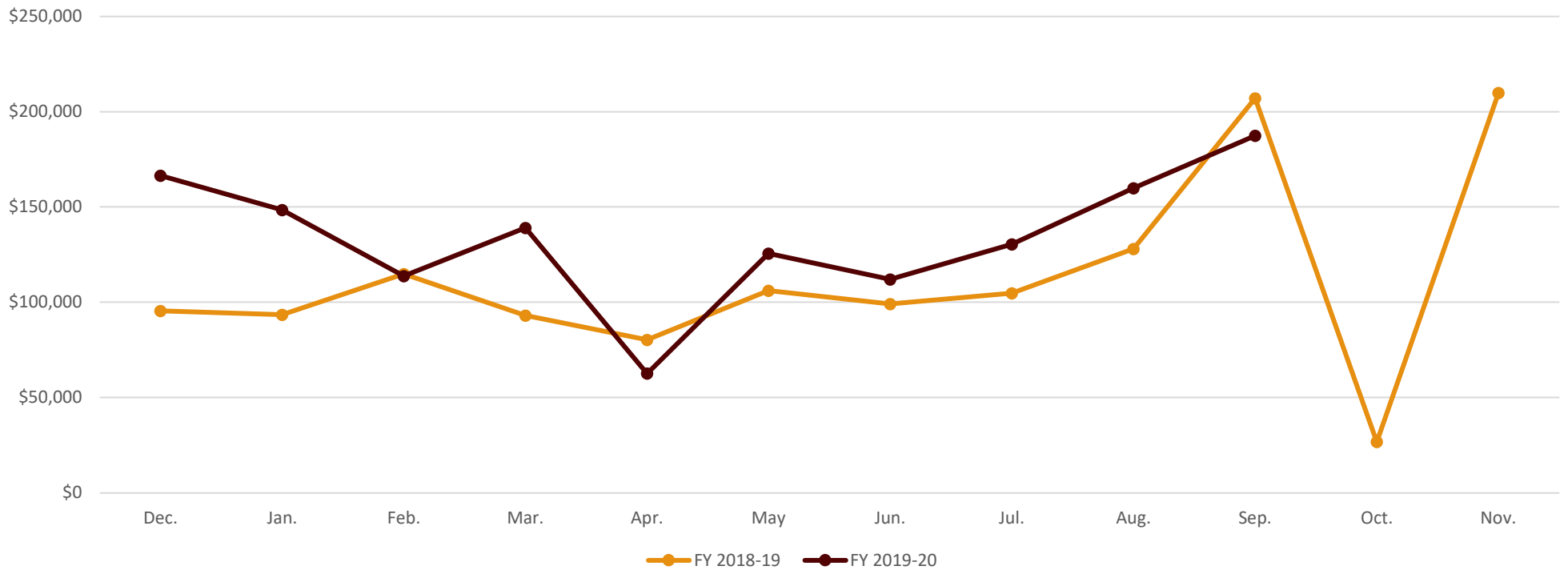
**Recommendation:** Discuss and provide feedback.

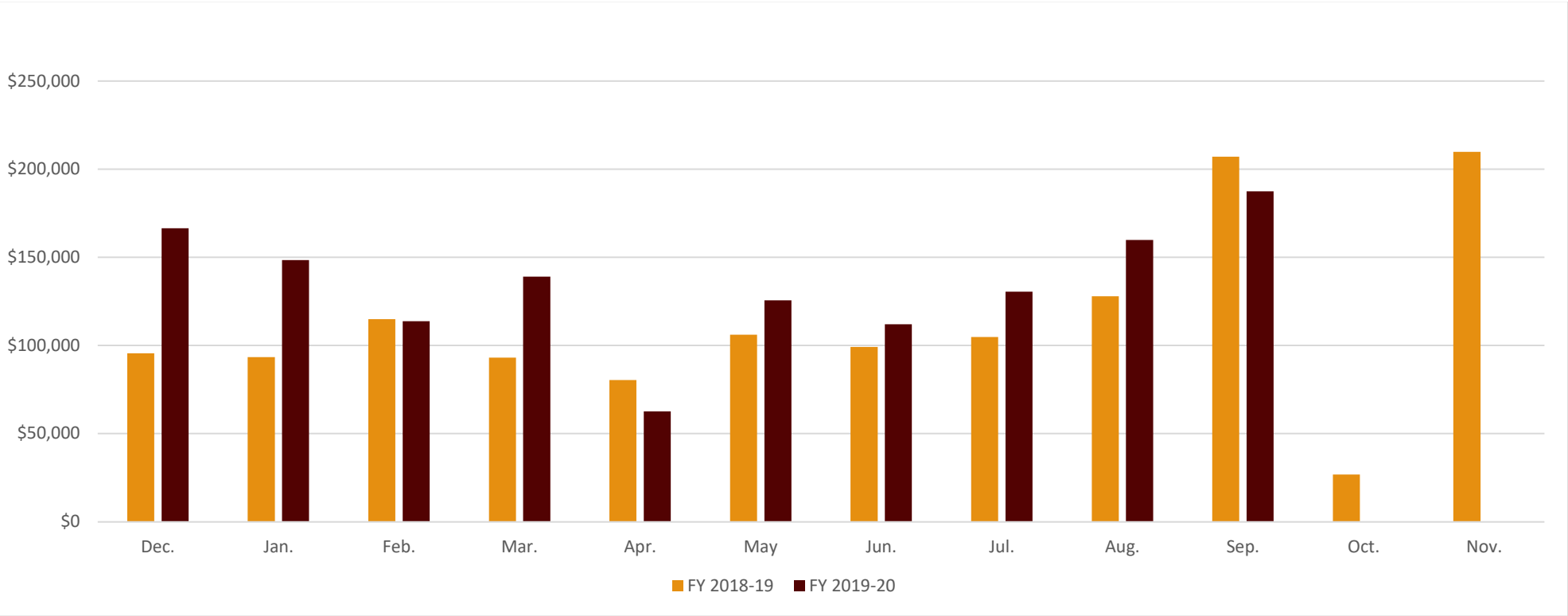
**Attachments:**

1. Sales Tax Breakdown

Year	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Annual Collection	Mo. Avg
FY 2013-14	\$87,977	\$60,938	\$134,594	\$69,139	\$70,871	\$93,993	\$77,164	\$68,872	\$101,025	\$77,164	\$86,593	\$136,881	\$1,065,210	\$88,768
FY 2015-16	\$90,438	\$83,135	\$111,603	\$86,301	\$80,019	\$110,238	\$93,782	\$96,705	\$109,548	\$78,827	\$95,887	\$105,400	\$1,141,885	\$95,157
FY 2016-17	\$104,571	\$88,095	\$114,278	\$79,305	\$75,328	\$108,527	\$93,125	\$91,023	\$142,055	\$98,252	\$73,689	\$96,918	\$1,165,165	\$97,097
FY 2017-18	\$85,685	\$87,234	\$114,062	\$83,229	\$85,867	\$100,870	\$85,292	\$89,806	\$106,725	\$115,412	\$96,065	\$99,217	\$1,149,464	\$95,789
FY 2018-19	\$95,522	\$93,386	\$114,834	\$93,086	\$80,323	\$106,059	\$99,138	\$104,745	\$127,960	\$207,041	\$26,707	\$209,837	\$1,358,637	\$113,220
Yr/Yr	11.48%	7.05%	0.68%	11.84%	-6.46%	5.14%	16.23%	16.64%	19.90%	79.39%	-72.20%	111.49%	18.20%	
<b>FY 2019-20</b>	<b>\$166,481</b>	<b>\$148,460</b>	<b>\$113,762</b>	<b>\$138,996</b>	<b>\$62,609</b>	<b>\$125,525</b>	<b>\$111,978</b>	<b>\$130,444</b>	<b>\$159,833</b>	<b>\$187,431</b>			<b>\$1,345,518</b>	<b>\$134,552</b>
Yr/Yr	74.29%	58.97%	-0.93%	49.32%	-22.05%	18.35%	12.95%	24.53%	24.91%	-9.47%	-100.00%	-100.00%	-0.97%	

**Sales Tax Comparison  
FY18-19 & FY19-20**





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*EDC/CDC Coversheet*

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**Agenda Item:** #3

**Subject:** Discussion regarding the sales tax workshop.

**EDC/CDC Goal:** Retail Sales

**Item Summary:** This item has been placed on the agenda to allow the 3 board members that attended the Texas Economic Development Council's Sales Tax Workshop some time to give feedback.

**Recommendation:** Discuss and provide feedback.

**Attachments:**



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## *EDC/CDC Coversheet*

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**Agenda Item:** #4

**Subject:** Discussion regarding development related updates.

**EDC/CDC Goal:** Infrastructure

**Item Summary:** This item on the agenda allows for staff to provide updates related to residential, commercial, infrastructure, and transportation developments.

**Downtown parking project:**

The City, through partnership with BNSF, TXDOT, Denton County, and the EDC board, constructed a new downtown parking area which is now complete between our Old Town Business District buildings and the newly constructed FM 156. This new construction includes over 200 parking spaces to help support our local businesses and their customers. Now that construction is complete, the City is discussing a timeline for awarding a separate contract for landscaping, irrigation, and lighting of the parking area. We anticipate this to go out for bid early next year. At that same time, we will also bid out the roundabout landscape project which is part of the CDC's project that is further discussed below.

**New Street Construction**

These newly completed roadways are located between Bishop Park and Pizza Hut on the West side of FM 156. Tally Blvd. and Wilkerson Lane are constructed from FM 156 at median cuts and Wallace Dr. runs north-south parallel to FM 156 just behind the commercial lots on FM 156 frontage. This project was a joint partnership with the city and the CDC board. The last portion of this project will include landscape design on the roundabout, which is anticipated to go to bid early 2021.

**Denton County Open grant** results are in. There were 2,132 applications submitted. 1,215 grants were awarded. Every single business that \*qualified\* received something. Phase 1 awarded around 3 million; whereas, Phase 2 awarded 32 million. Average grant given was 26,000.

Mom's Cafe \$32,472.75

Elite Hair & Nail Salon \$18,396.70

H&R Block \$49,500.00

DNB Stainless Concepts \$49,500

Justin Dental & Braces \$36,672.28

Heartfelt Floral Creations \$7,436.59

Adams Furniture \$15,000

Justin Family Dentistry \$18,000

**Newsletter Business Highlight**

We continue to receive positive feedback from businesses regarding the business highlight in the newsletter. If any board members have suggestions or speak to a business in town about participating, please let me know.

**Certificates of Occupancy**

Recent CofO's have been given to the following:

- a. Trucking company (E. 4<sup>th</sup> St)
- b. Computer/electronic repair shop (W. 5<sup>th</sup> St)
- c. Two buildings (12 & 13) Villages at Reatta

**Preliminary Plats & Permits**

Timberbrook phases 3b-6 will be reviewed by the P&Z board next week.

Development Department has started issuing New Building Residential Permits for Reatta Ridge Phase 4.

**New Businesses**

AutoZone held a hiring event on September 3<sup>rd</sup>. Projected opening date is late September (maybe next week; no CO has been issued yet).

**Recommendation:** Discussion only.

**Attachments:**