



**CITY OF JUSTIN
ECONOMIC DEVELOPMENT CORPORATION (TYPE A)
AND
COMMUNITY DEVELOPMENT CORPORATION (TYPE B)
AGENDA
THURSDAY, NOVEMBER 19, 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, November 19, 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/81174210472?pwd=RzZ0VHU1M1ZrKzdDUEsyQ3RqWjhwdz09>

Meeting ID: 811 7421 0472

Password: 895145

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 October 15, 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 development related updates.
4. Discussion regarding upcoming community events.
5. Discussion regarding signage along FM156.
6. Discussion regarding requirements for a designated main street community.

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.

7. 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 13th day of November, 2020 by 5:00 p.m., at least 72 hours preceding the scheduled meeting time.

Abbey Reece, Director of Strategic Services

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

**Justin Economic Development Type A and Community Development Type B Corporation
Meeting—October 15, 2020**

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

Absent: None

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 6:03pm by EDC/CDC Vice President 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 September 17, 2020.

Board member Williams motioned to approve the EDC/CDC minutes from the meeting on September 17, 2020.

Seconded by: Board member Turney.

All in favor. Motion carries.

V. DISCUSSION AND POSSIBLE ACTION ITEMS

2. Discussion regarding the monthly sales tax report.

Discussion was held.

3. Discussion regarding development related updates.

Discussion was held.

4. Discussion regarding the role of the EDC/CDC boards during business recovery period.

Discussion was held.

5. Discussion regarding upcoming community events.
Discussion was held.
6. Discussion regarding signage along FM156.
Discussion was held.
7. Discussion regarding potential neighborhood improvement projects.
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

Standing agenda items to include the sales tax report and staff update. Designation for old town main street, Christmas event, and monument signage.

VIII. ADJOURNMENT

Board member Williams made a motion to adjourn.

Seconded by: Board member Turney.

All in favor. Motion carries.

Meeting was adjourned at 7:29pm.

Abbey Reece, Assistant to the City Manager

EDC/CDC Coversheet

Agenda Item: #2

Subject: Discussion regarding the monthly sales tax reports.

EDC/CDC Goal: Retail Sales

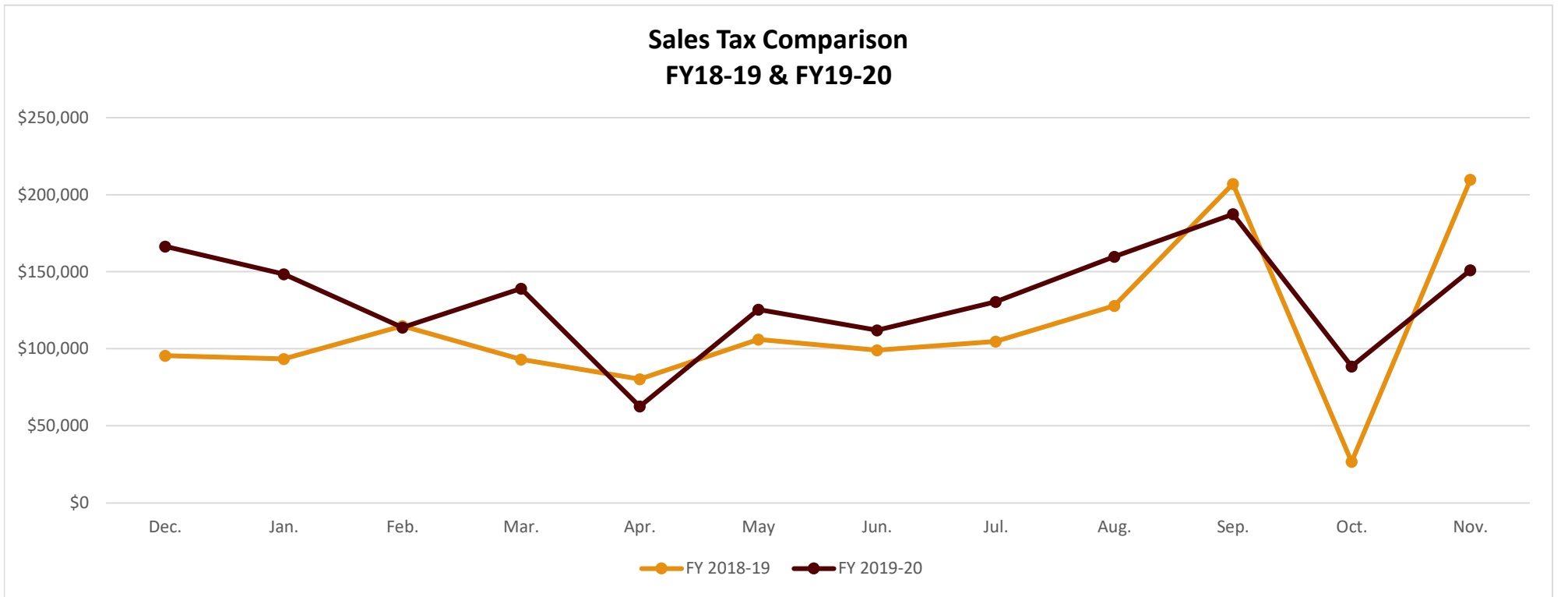
Item Summary: This is a standing item on the agenda. September Sales Tax number show a decrease of 28.03% compared to this time last year. Do keep in mind that the correction that the Comptroller's office had to make last time would affect the percentages this year as well.

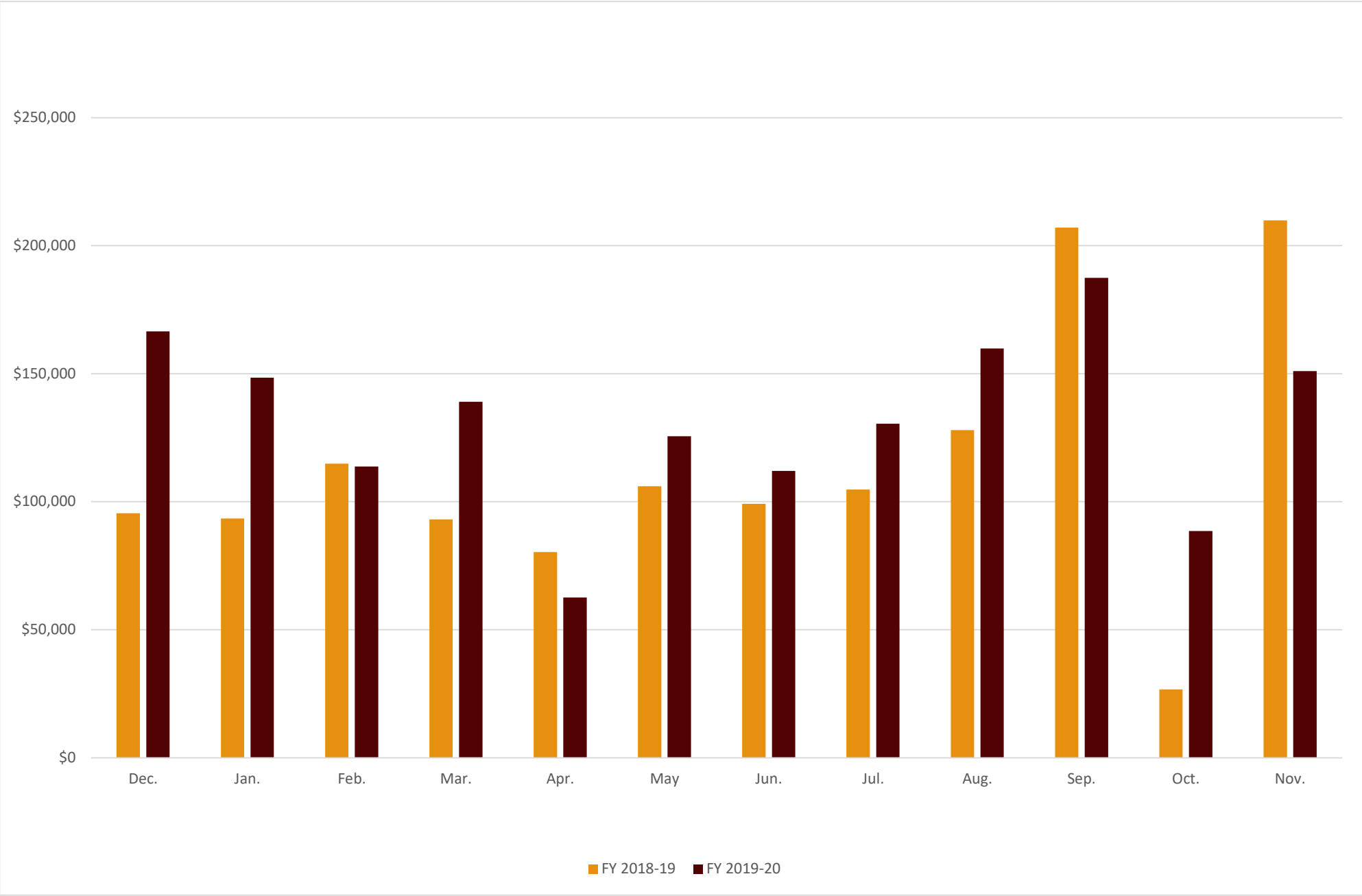
Recommendation: Discuss and provide feedback.

Attachments:

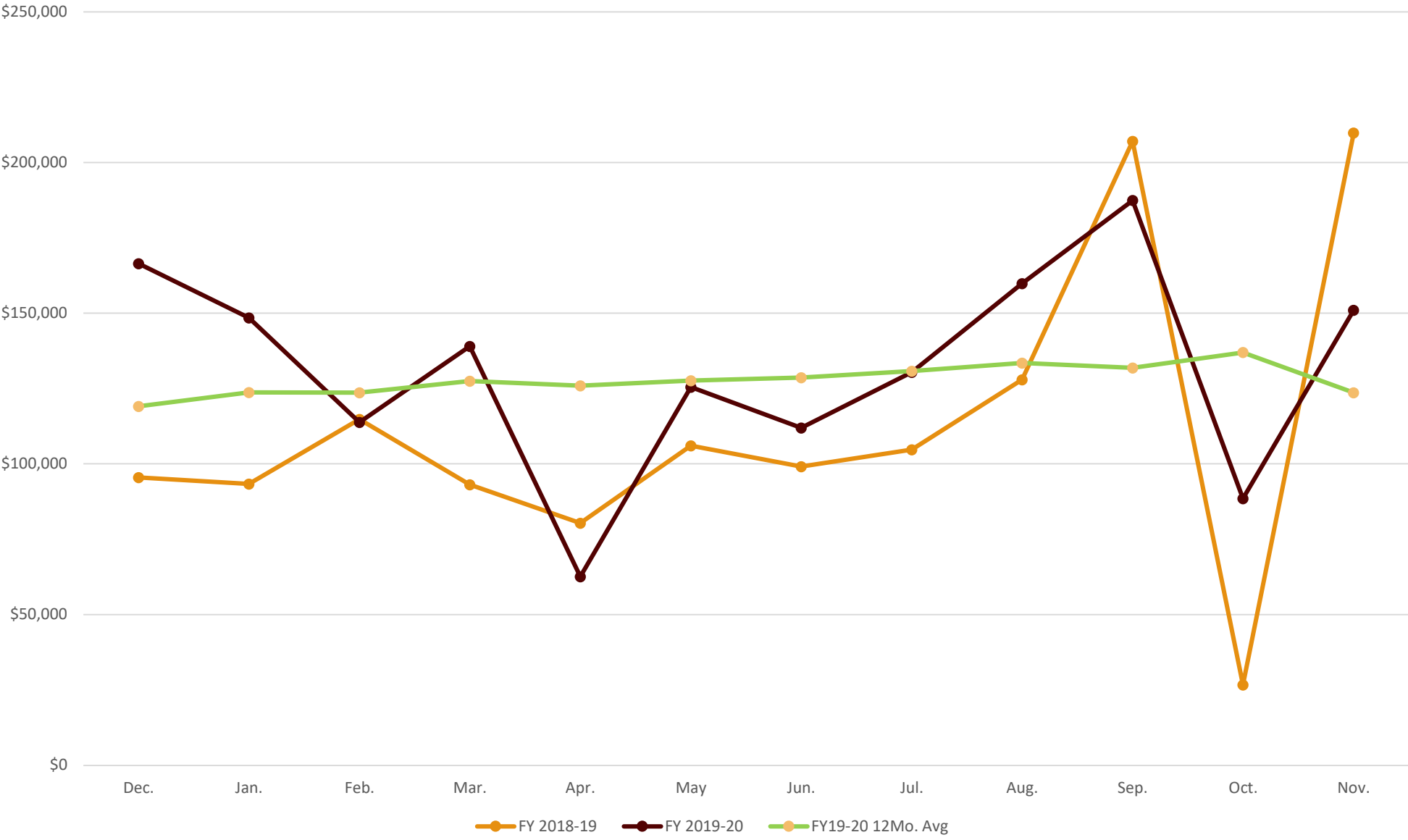
1. Sales Tax Breakdown

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%	
FY 2019-20	\$166,481	\$148,460	\$113,762	\$138,996	\$62,609	\$125,525	\$111,978	\$130,444	\$159,833	\$187,431	\$88,504	\$151,006	\$1,585,027	\$132,086
Yr/Yr	74.29%	58.97%	-0.93%	49.32%	-22.05%	18.35%	12.95%	24.53%	24.91%	-9.47%	231.39%	-28.04%	16.66%	
FY19-20														
12Mo. Avg	119,133	123,722	123,633	127,459	125,983	127,605	128,675	130,817	133,473	131,838	136,988	\$123,636	\$1,532,962	\$127,747





Year Over Year with 12 Month Average



EDC/CDC Coversheet

Agenda Item: #3

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.

Residential

No new plat approvals since last month. We expect one to come up either in December or January for 250 homes in Reatta Ridge Phases 3 and 5.

New Businesses

Duffy Dental Ranch is nearly ready for exterior building treatments to be done and final CofO is expected Feb 1, 2021.

AutoZone has been open for business and is performing very well. Some of the highest sales in the region.

Brookson Builders is working on storefront improvements for their temporary office building on W. 1st Street (former Radiant Church site next to H&R Block building) and is almost open for business.

Recommendation: Discussion only.

Attachments:

EDC/CDC Coversheet

Agenda Item: #4

Subject: Discussion regarding upcoming community events.

EDC/CDC Goal: Community Facilities and Events

Item Summary: As many of you may have noticed from social media, the Justin Old Town Christmas Event has been scheduled for Saturday, December 12th.

Staff have been working diligently with Jennifer Green, owner of Texas Patina as she has taken the lead on this.

We had received many sponsorships donations and a few finalized event details include: pictures with Santa, cookie crawl, a live reindeer, ice-skating rink, 5k fun run, smores station, live music, and crafts.

I know the board has shown interest in helping with this event, and the main area they need assistance is with volunteering for certain tasks.

If you are available that day, feel free to visit <https://signup.com/go/MdOpgdR> to sign up for a specific area.

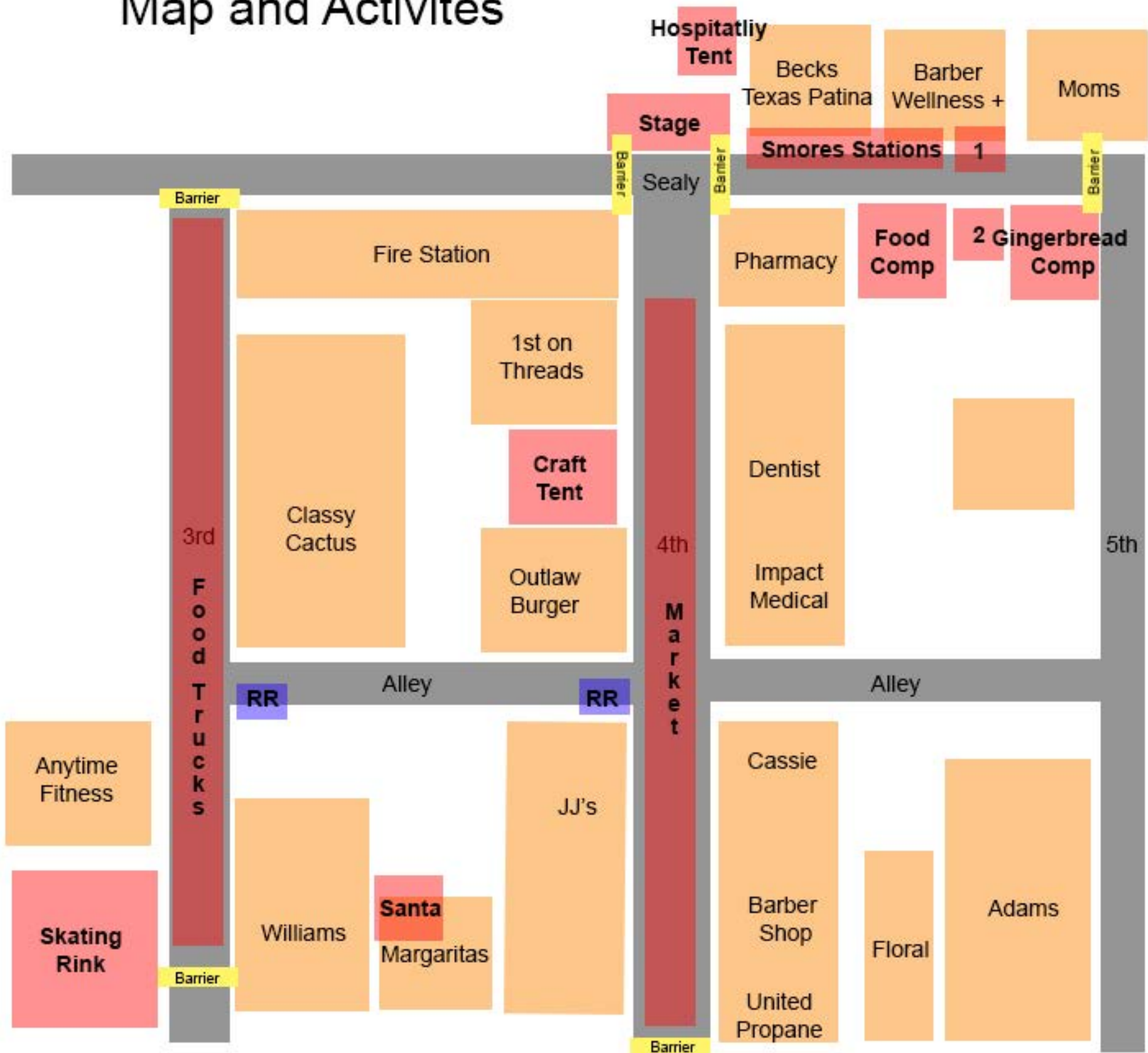
Recommendation: Discussion only.

Attachments:

1. Event Map

Justin Old Town Christmas Map and Activities

1. Reindeer Photo Opportunity
2. Living Nativity



EDC/CDC Coversheet

Agenda Item: #5

Subject: Discussion regarding signage along FM156.

EDC/CDC Goal: Infrastructure

Item Summary: This discussion will be led by board member Vernon Kohut. I reached out to TxDOT and they responded that monument signage is not favored in the medians, but generally placed in the right-of-way. A permit request will need to be submitted with design specifications. I think it would be best to narrow down whether or not the boards are willing to participate in the funding of these signs before moving forward as this was not a budgeted expense in either the boards budgets nor the city budget.

Recommendation: Discussion only.

Attachments:

EDC/CDC Coversheet

Agenda Item: #6

Subject: Discussion regarding requirements for a designated main street community.

EDC/CDC Goal: Infrastructure

Item Summary: This item was requested by Vice President Woodall. After researching more into becoming a “designated main street community” I found that we would fall under the Small Community category and this program requires that once accepted, cities must employ a full-time Main Street Manager as a city employee. This employee must operate the program for at least 3 years. I do not believe that this particular program is doable at this time, but I wanted to share my findings for this follow-up discussion.

Recommendation: Discussion only.

Attachments: