



**CITY OF JUSTIN
ECONOMIC DEVELOPMENT CORPORATION (TYPE A)
AND
COMMUNITY DEVELOPMENT CORPORATION (TYPE B)
AGENDA
THURSDAY, JANUARY 21, 2021
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, January 21, 2021 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/88933540712?pwd=dkpKcjRlcDkvZVpZd0Vvd0tQTjIvdz09>

Meeting ID: 889 3354 0712
Passcode: 600360

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 November 19, 2020.

DISCUSSION AND POSSIBLE ACTION ITEMS

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

2. Discuss, consider, and act on applications to the Economic Development Corporation and Community Development Corporation.
3. Discussion regarding the monthly sales tax report.
4. Discussion regarding development related updates.
5. Discussion regarding a mural in the old town area.

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.

- 551.074- Deliberate the appointment and duties of members of the EDC/CDC.
6. 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 14th day of January, 2021 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—November 19, 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 October 15, 2020.

Board member Russ motioned to approve the EDC/CDC minutes from the meeting on October 15, 2020.

Seconded by: Board member Kohut.

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 upcoming community events.
Discussion was held.

5. Discussion regarding signage along FM156.
Discussion was held.
6. Discussion regarding requirements for a designated main street community.
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. TxDOT speed limit signs and monument signage.

VIII. ADJOURNMENT

Board member Williams made a motion to adjourn.

Seconded by: Board member Bailey.

All in favor. Motion carries.

Meeting was adjourned at 6:42pm.

Abbey Reece, Assistant to the City Manager

EDC/CDC Coversheet

Agenda Item: #2

Subject: Discuss, consider, and act on applications to the Economic Development Corporation and Community Development Corporation.

EDC/CDC Goal: Relates to all of them.

Item Summary: We have received two applications for the boards. You will find each application attached. They have been invited to join the zoom call to answer any questions you have. As a reminder there is only one vacancy on both boards.

Recommendation: Discussion only.

Attachments:

1. Tammy Foster Application
2. David Beck Application

Applicant Name

Tammy Foster

Home Address

803 N Pecan Pkwy Apt 9101, Justin, TX 76247

Mailing Address (If different)

Home Telephone Number

2149951892

Email Address

tammy_foster8@yahoo.com

Are you over the age of 18?

Yes

Are you a registered voter?

Yes

Are you a Justin resident, property, business owner, or City Staff?

Yes

Current occupation/employer

Program Manager/RECARO Aircraft Seating

Education, licenses, or certifications

MBA, LSS Green Belt

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?

No

If yes, please specify

On which Board, Commission, or Committee are you interested in serving? (First Choice)

Type A Economic Development Board

If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that below

N/A

What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?

I have over 10 years of experience in Program Management, which includes planning, scheduling and budgeting; along with an MBA and a Lean Six Sigma Green Belt certification.

List any additional information which you believe would be of value for the City Council to know about you

I am a new resident to Justin and I would like to get involved with the community and the growth of the community.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest

No

If yes, please explain

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)

No

Are there any criminal charges or proceedings pending against you?

No

By typing your full name in the box below, you acknowledge that the information provided is correct to the best of your ability.

Tammy Foster

Please select the date of submission of this form.

00/1/20

Applicant Name

David Beck

Home Address

1215 Brookview Dr, Justin TX 76247-1910

Mailing Address (If different)

Home Telephone Number

903-814-8693

Email Address

davidbeck@lonestarclean.com

Are you over the age of 18?

Yes

Are you a registered voter?

Yes

Are you a Justin resident, property, business owner, or City Staff?

Yes

Current occupation/employer

Owner of a restoration service company (water, fire, biohazard cleanup)

Education, licenses, or certifications

BBA, University of Texas Austin, 1986; also hold certifications related to the restoration industry.

Are you a current or past member of a Council-appointed Board, Commission, or Corporation?

Yes

If yes, please specify

Past member of Planning & Zoning Commission, City of Melissa (TX) for 6 years

Past board member and President of Melissa Homeowners Association (HOA) for 3 years

On which Board, Commission, or Committee are you interested in serving? (First Choice)

Type A Economic Development Board

If you have a second choice for a Board, Commission, or Committee on which you would like to serve, please also select that below

N/A

What work experience, educational experience, community involvement, and/or other skills do you have that would qualify you for a Council-appointed Board, Commission, or Committee?

I enjoy volunteering in my community. For the past 10 years I have worked with county elections as a Judge, Alternate Judge and Clerk in both Denton and Collin Counties during Primary, General and Special elections. I have also served at the city level and have a working

knowledge of how community development occurs, particularly through the Planning & Zoning and Council approval processes. During that time Melissa's population grew from 9,000 to almost 15,000; I believe Justin is in the midst of similar growth. The City will inevitably face new situations where risk and precedence are weighed as a result of growth and development. The future land use plan can be an invaluable guide to City Staff and boards/commissions and Council in mapping a path forward that improves the lives of all community members.

If invited to serve I commit to attending meetings, participating, work with City staff and encourage my neighbors to volunteer their time.

List any additional information which you believe would be of value for the City Council to know about you

I am willing to serve where the City has the most need. My experience has been with Planning & Zoning, however, please do not limit my consideration to just P&Z. I am also knowledgeable about Robert's Rules of Order and presiding at meetings.

We moved to Justin to be closer to our daughter's family who, live in Northlake. My wife and I want to be an example to our kids and grandsons about the importance of civic involvement. People in my life have set that example, I am enjoying paying it forward.

Do you or any member of your immediate family residing in your household, hold a position (paid or unpaid) with any person or organization, or have a contract with or any obligation to any person or entity which might constitute a conflict of interest

No

If yes, please explain

Have you ever been convicted of a felony, violation of law, or misdemeanor involving moral turpitude (any offense involving lying, stealing, or cheating?)

No

Are there any criminal charges or proceedings pending against you?

No

By typing your full name in the box below, you acknowledge that the information provided is correct to the best of your ability.

David Beck

Please select the date of submission of this form.

01/12/2021

EDC/CDC Coversheet

Agenda Item: #3

Subject: Discussion regarding the monthly sales tax reports.

EDC/CDC Goal: Retail Sales

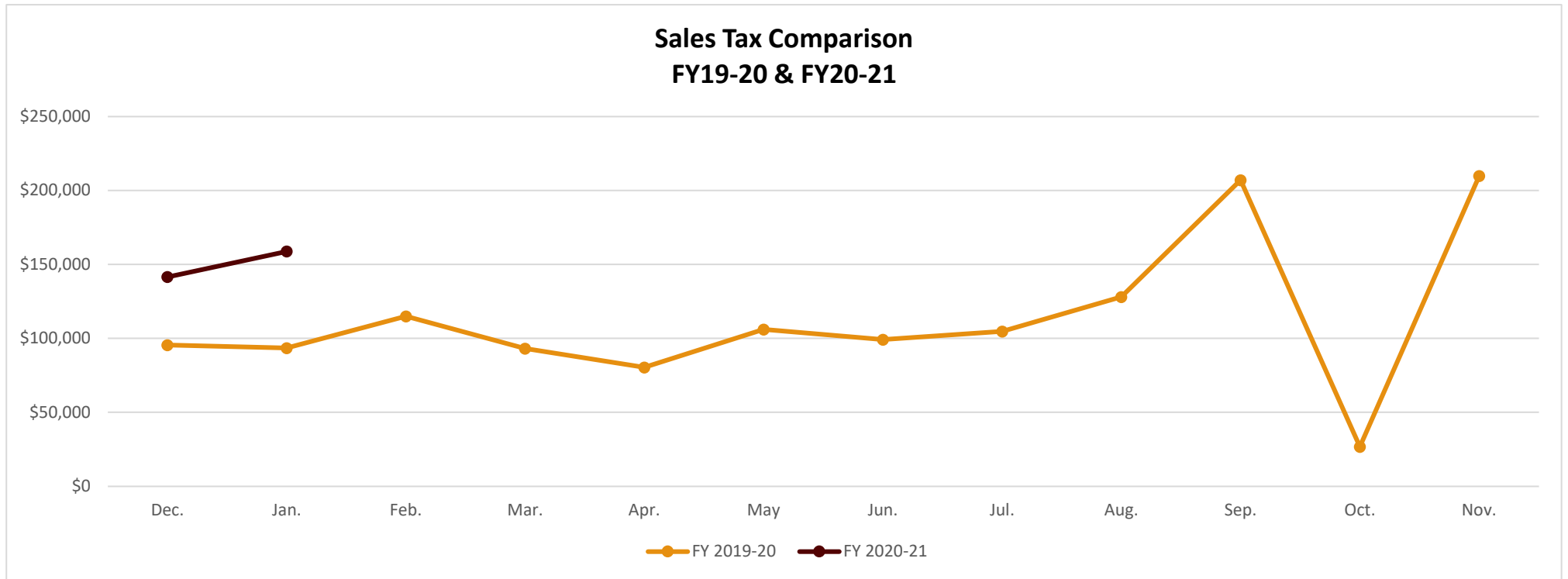
Item Summary: This is a standing item on the agenda. November Sales Tax numbers show an increase of almost 7% compared to this time last year.

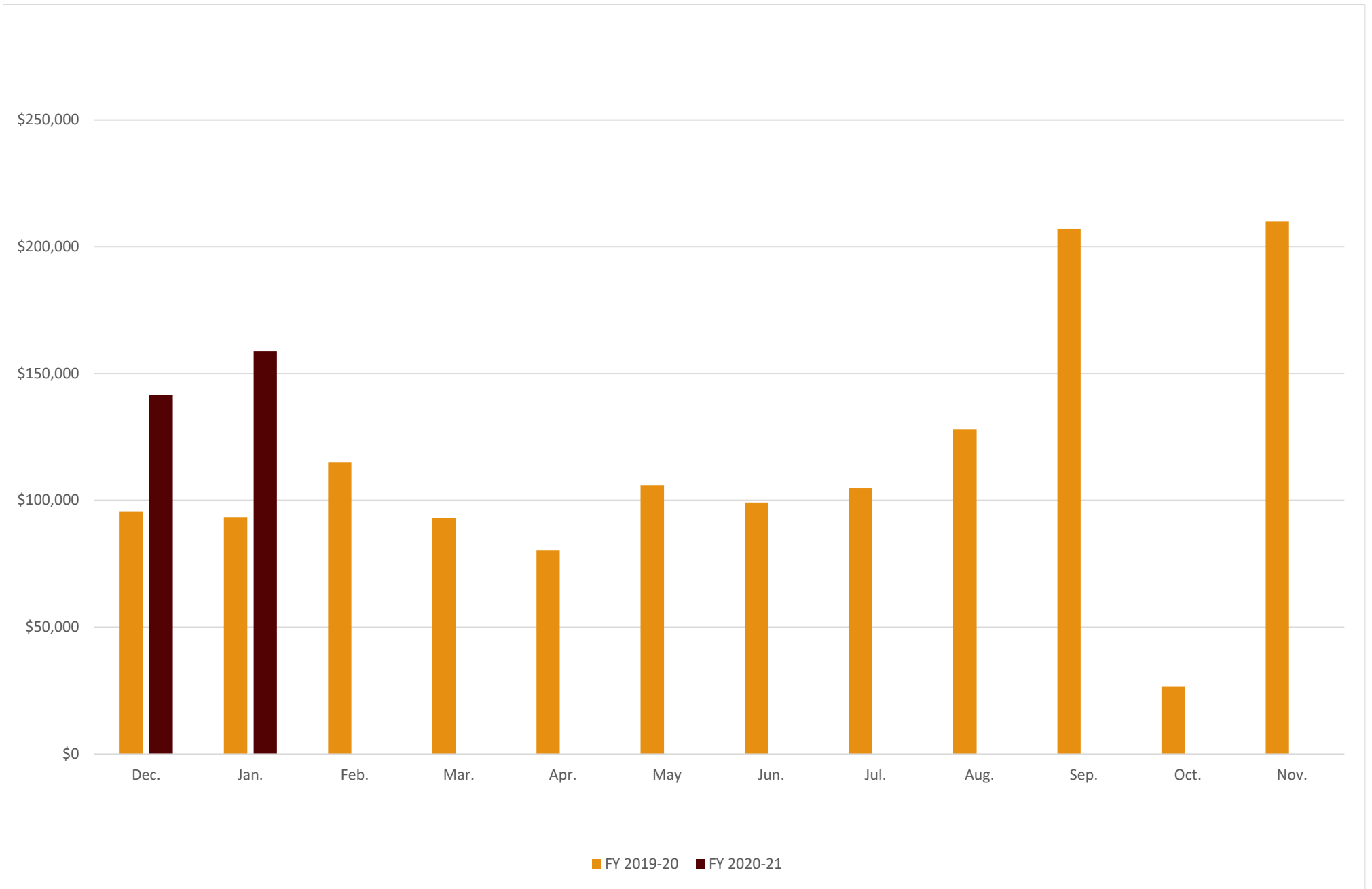
Recommendation: Discuss and provide feedback.

Attachments:

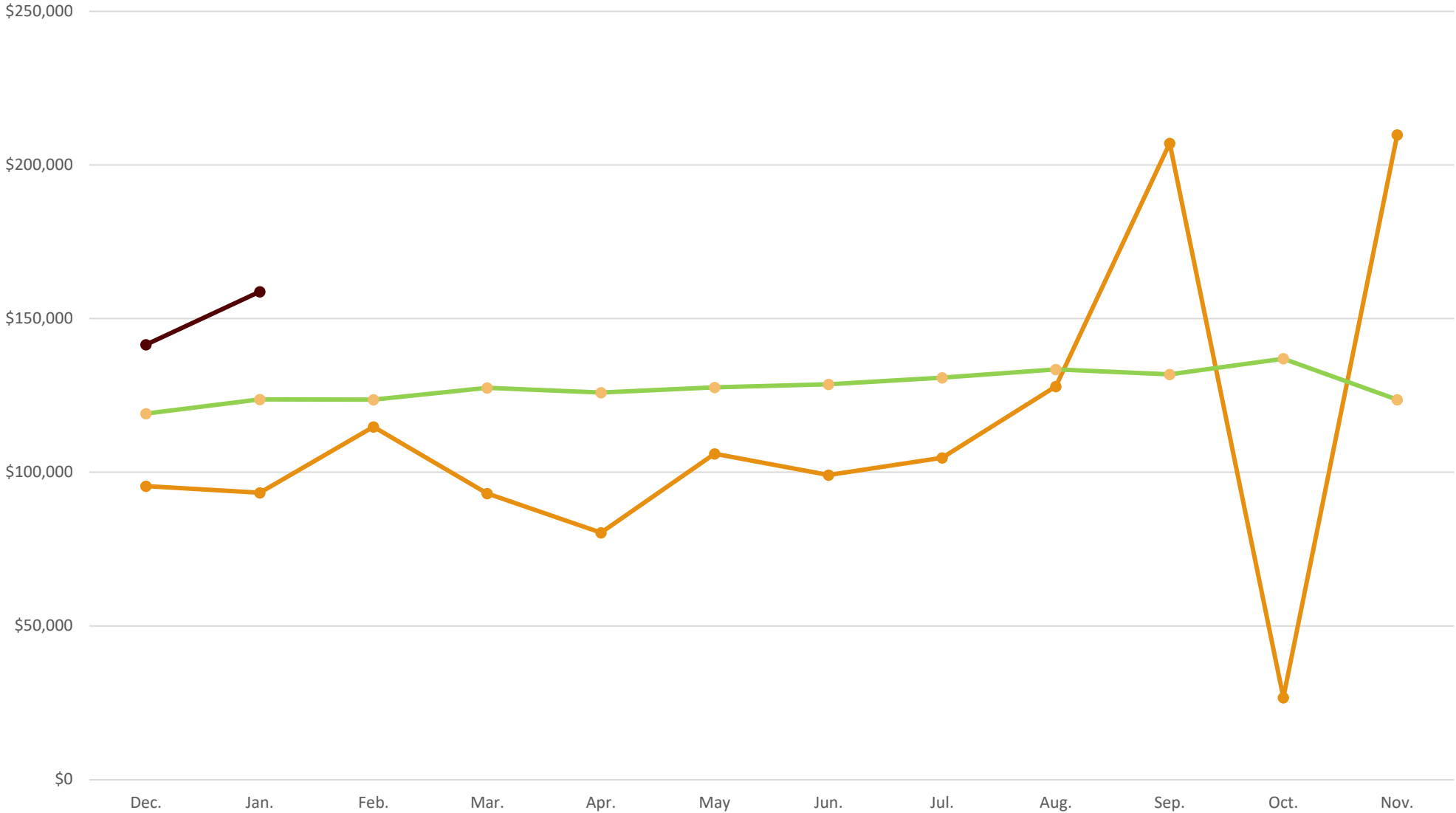
1. Sales Tax Breakdown

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
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%	
FY 2020-21	\$141,557	\$158,793											\$300,350	\$150,175
Yr/Yr	-14.97%	6.96%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-77.89%	
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



FY 2019-20 FY 2020-21 FY19-20 12Mo. Avg

EDC/CDC Coversheet

Agenda Item: #4

Subject: Discussion regarding development related updates.

EDC/CDC Goal: Links to all four goals.

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

Residential

- Reserve @ Meadowlands Phase 2—utilities and streets under construction, 16 single family residential & 5 open space lots.
- Reatta Ridge Phases 3 & 5—Formal application is pending for rezoning and preliminary platting, 227 single family residential lots, processing.
- Timberbrook, Phases 3A to 6, 534 single family residential lots have Preliminary Plat approval; utility construction is anticipated to begin late January/early February.
- Boss Range Estates, south of Trail Creek and west side of Boss Range Road, a 5 large lot, single family minor subdivision is filed for processing.
- The Preserve, a 617 single family residential lots with open spaces, trails and parks is a pending application on 196 acres, west of Boss Range Road and south of FM 407.

Commercial

- Glen Coe, LLC (Mayor Hill's project): Annexation is required. GB Retail Zone—12,490 square feet fronting FM 156 and GB Office Zone—67,340 square feet with existing industrial/publishing operations. Status: Plan applications under review.
- Rockerman Furniture: Property has been acquired in LI (Light Industrial) Zone—Redevelop of existing property to locate a new headquarters & industrial furniture manufacturing business on Colorado Avenue, near 7th Street. No plans for redevelopment have been submitted as of this date but are pending.
- Duffy Dental Ranch: Under final construction phase. Late February to Mid-March opening anticipated.
- Justin Bank: Renovation and remodel is under construction.
- Cowhide Haven has received a permit for a temporary sign, but no CO requested yet.
- OES project: concept plans under development. Formal applications are anticipated in first quarter of year.

Infrastructure

- Green Ribbon landscaping and roundabout project. My goal is to have an updated timeline for the bids on this at the time of our meeting.

Misc. Updates

- A public hearing for a specific use permit was taken before city council on January 11th for a resale thrift store in the General Business – Old Town (GB-OT) Zoning District on W. 5th street in an existing metal warehouse building. Some issues were brought up related to parking among some other concerns for council and the public hearing has been continued to the 25th council meeting.

- The sign ordinance was briefly discussed and will need continued review by P&Z and council.
- The Master Fee Schedule was updated to incorporate new rates for water and sewer fees. The City completed a utility rate study in 2020 to evaluate both water and wastewater rates for the City's customers. This goes into effect on bills due in March. Staff is working on an informative example/breakdown of costs to show the change in rates to be released to the public soon.
- Staff along with members of council have met with the President of Catalyst, Jason Claunch. The boards have contracted with this company before to get updated data for our marketing materials and the website. Jason is currently working with our City Planner on a strategic plan for the 36-acre tract that is partially owned by the city and the other by Office Equity Solutions. Jason is also working on updated data regarding population counts and our retail trade area as our boundaries are most likely to grow.
- The Alliance Development Forum has been tentatively scheduled for March 25th. The Metroport Chamber, along with the surrounding communities, decided that this will likely be pushed back to future date due to COVID numbers rising and the fact that this event is an indoor luncheon style.
- EDsuite, the company we use for our economic development website, did an annual website assessment and we had positive feedback overall. Suggestions included more news articles and updated demographic information, which staff were aware of and are planning updates accordingly.

Recommendation: Discussion only.

Attachments:

EDC/CDC Coversheet

Agenda Item: #5

Subject: Discussion regarding a mural in the old town area.

EDC/CDC Goal: Infrastructure

Item Summary: Vice President Woodall would like to talk to the board about a potential mural opportunity in the old town area at Danny Henderson's property.

I have attached some examples of work that are possibilities.

Recommendation: Discuss and provide feedback.

Attachments:

1. Mural examples



ards Program