Venus Community Service Development Corporation
Monday, May 10, 2021, 6:00 PM
Venus Civic Center
210 South Walnut Street
Venus, Texas 76084
AGENDA

Page

1. Call to Order, Roll Call, Invocation, Pledge of Allegiance

2. Public Comment Period

Citizens may sign up before the meeting begins and will be allowed up to 5 minutes to address the Board.

3. Consent Agenda:

3.1. Approval of meeting minutes from February 8, 2021.
I make a motion to approve the consent agenda as presented.

4. Staff Reports and Presentations :

4.1. Finance Director - Budget & Actual Report - Six Months Ended March 31, 2021 — 3 - 6

2021-03 VCSDC.pdf

5. Public Hearing & Items for Consideration:

5.1. Public Hearing: To consider the use of existing funds up to an amount of $30,000 to purchase an audio system for the Venus Civic Center.

Open Public Hearing.

Close Public Hearing.

5.2. Discuss, consider and approve FY 20-21 annual budget amendment to use excess sales tax collections to fund up to $30,000 to purchase an audio system for the Venus Civic Center. 7

FY 20-21 Proposed Budget Revision.pdf

I make a motion to approve FY 20-21 annual budget amendment to use excess sales tax collections to fund up to $30,000 for the purchase of an audio system for the Venus Civic Center.

5.3. Discuss and give direction to City staff regarding amending current by-laws. 8 - 14

VCSDC By-Laws.pdf

5.4. Discuss and give direction to City staff regarding special-called meetings for FY 21-22 budget.

6. Adjourn

The Venus Community Service Development Corporation reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071 (Private consultation with attorney for the city), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

This is to certify that a copy of this Notice of Meeting was posted on the bulletin board of City Hall, 700 W Hwy 67, Venus TX, at a place readily accessible to the general public at all times, and to the City’s website, **www.cityofvenus.org** , Friday, May 7, 2021 at 5:00 p.m.

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Callie Green,

City Secretary

If you plan to attend the public meeting and have a disability requiring accommodation, please make your request at least 48 hours in advance of the meeting, if possible. To make arrangements call (972) 366-3348 and leave a message if it is after hours. Thank you.

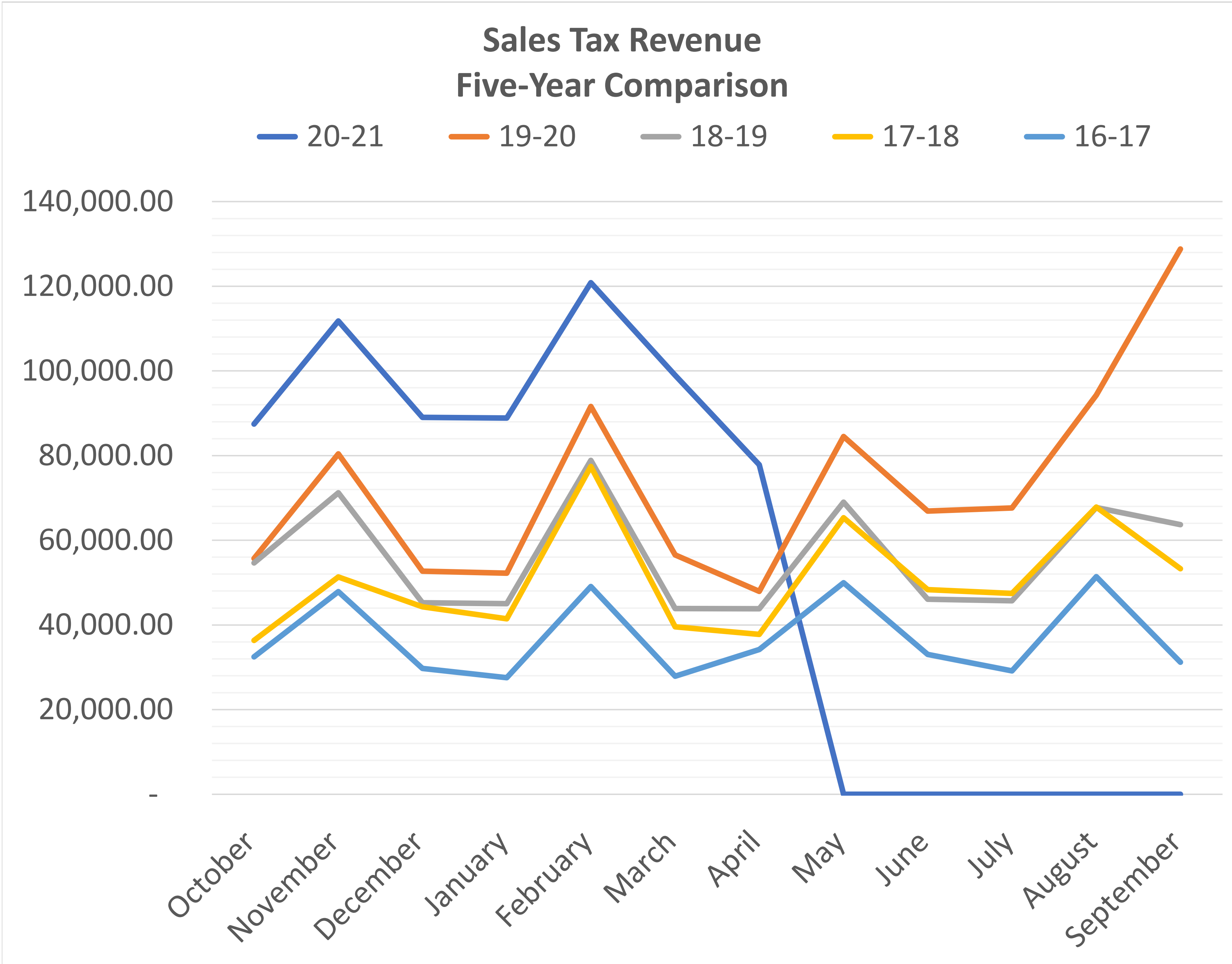
VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL
SIX MONTHS ENDED MARCH 31, 2021

EXPECTED = 50%

	ORIGINAL BUDGET	FY 19-20 Encumbered	12/14/2020	FINAL BUDGET	YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)	% OF BUDGET
REVENUES:							
Sales Taxes	$ 206,736	$ -	$ -	$ 206,736	$ 149,233	$ (57,503)	72.19%
Interest Income	500	-	-	500	210	(290)	42.00%
TOTAL REVENUES	207,236	-	-	207,236	149,443	(57,793)	72.11%
EXPENDITURES:							
Personnel Costs	76,000	-	-	76,000	23,858	52,142	31.39%
Material and Supplies	18,000	-	-	18,000	8,115	9,885	45.08%
Repairs and Maintenance	19,500	-	-	19,500	5,215	14,285	26.74%
Contracted Services	2,000	-	-	2,000	4,781	(2,781)	239.05%
Departmental	15,250	-	-	15,250	-	15,250	0.00%
Capital Outlay	34,486	16,000	-	50,486	12,892	37,594	25.54%
TOTAL EXPENDITURES	165,236	16,000	-	181,236	54,861	**126,375**	30.27%
REVENUE OVER (UNDER) EXPENDITURES	42,000	(16,000)	-	26,000	94,582	68,582	363.78%
OTHER FINANCING SOURCES (USES)							
Transfer (To) From Other Funds	(50,000)	-	-	(50,000)	(50,000)	-	100.00%
CHANGE IN FUND BALANCE	(8,000)	(16,000)	-	(24,000)	44,582	**68,582**	153.83%
BEGINNING FUND BALANCE	183,688	16,000	-	199,688	310,973	111,285	155.73%
ENDING FUND BALANCE	$ 175,688	$ -	$ -	$ 175,688	$ 355,555	**$ 179,867**	202.38%

Capital Outlay:	**Original**	**Encumb Roll**	**Revision**	**Final**	**Actual**	**Variance**
Fielder Park Security System	-	16,000	-	16,000	12,892	3,108
Baseball Field Renovations	34,486	-	(34,486)	-	-	-
Park Shade Canopies	-	-	34,486	34,486	-	34,486
Total Capital Outlay	$ 34,486	$ 16,000	$ -	$ 50,486	$ 12,892	$ 37,594

SALES TAX HISTORY


Sales Tax Revenue
Five-Year Comparison
20-21
19-20
18-19
17-18
16-17
140,000.00
120,000.00
100,000.00
80,000.00
60,000.00
40,000.00
20,000.00
-
October
November
December
January
February
March
April
May
June
July
August
September

TOP TEN SALES TAX PAYERS

APRIL 2021

1 - Chisolm Trail Redi-Mix, LLC
2 - Liquor Depot Venus, LP
3 - Potter Concrete Residential, LTD
4 - Whataburger Restaurants, LLC
5 - Subway Sandwiches
6 - Amazon.com Services (Marketplace)
7 - Lattimore Materials Corp.
8 - Dollar General
9 - Shelter Products, Inc
10 - Amazon.com Services, LLC

MARCH 2021

1 - Chisolm Trail Redi-Mix, LLC
2 - Liquor Depot Venus, LP
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VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION
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BUDGET & ACTUAL
SIX MONTHS ENDED MARCH 31, 2021

EXPECTED = 50%

	ORIGINAL BUDGET	FY 19-20 Encumbered	12/14/2020	5/10/2021	FINAL BUDGET	YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)	% OF BUDGET
REVENUES:								
Sales Taxes	$ 206,736	$ -	$ -	$ 30,000	$ 236,736	$ 149,233	$ (87,503)	63.04%
Interest Income	500	-	-		500	210	(290)	42.00%
TOTAL REVENUES	207,236	-	-	30,000	237,236	149,443	(87,793)	62.99%
EXPENDITURES:								
Personnel Costs	76,000	-	-	-	76,000	23,858	52,142	31.39%
Material and Supplies	18,000	-	-	-	18,000	8,115	9,885	45.08%
Repairs and Maintenance	19,500	-	-	-	19,500	5,215	14,285	26.74%
Contracted Services	2,000	-	-	-	2,000	4,781	(2,781)	239.05%
Departmental	15,250	-	-	-	15,250	-	15,250	0.00%
Capital Outlay	34,486	16,000	-	30,000	80,486	12,892	67,594	16.02%
TOTAL EXPENDITURES	165,236	16,000	-	30,000	211,236	54,861	**156,375**	25.97%
REVENUE OVER (UNDER) EXPENDITURES	42,000	(16,000)	-	-	26,000	94,582	68,582	363.78%
OTHER FINANCING SOURCES (USES)								
Transfer (To) From Other Funds	(50,000)	-	-	-	(50,000)	(50,000)	-	100.00%
CHANGE IN FUND BALANCE	(8,000)	(16,000)	-	-	(24,000)	44,582	**68,582**	153.83%
BEGINNING FUND BALANCE	183,688	16,000	-	-	199,688	310,973	111,285	155.73%
ENDING FUND BALANCE	$ 175,688	$ -	$ -	$ -	$ 175,688	$ 355,555	**$ 179,867**	202.38%

Capital Outlay:	**Original**	**Encumb Roll**	**Revision**	**Revision**	**Final**	**Actual**	**Variance**
Fielder Park Security System	-	16,000	-		16,000	12,892	3,108
Baseball Field Renovations	34,486	-	(34,486)		-	-	-
Park Shade Canopies	-	-	34,486		34,486	-	34,486
				30,000	30,000		30,000
Total Capital Outlay	$ 34,486	$ 16,000	$ -	$ 30,000	$ 80,486	$ 12,892	$ 67,594

BY-LAWS
OF
VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION

(Amended by Order of the Venus City Council Monday, March 13, 2017)

Article I.
(Offices)

The principal offices of the corporation shall be in the City of Venus, County of Johnson, State of Texas.

Article II.
(Members)

The corporation has no members and is a nonstock corporation.

Article III.
(Board of Directors)

Section 1. (Number and Term of Office) The business and property of the corporation shall be managed and controlled by a board of seven (7) directors. Four (4) members of the Board of Directors shall include the Mayor plus three members of the City Council of Venus, Texas, appointed by the Venus City Council. The remaining three (3) members shall be residents of the City of Venus, also appointed by the City Council of the City of Venus, Texas. Each member of the Board of Directors shall serve at the pleasure of the City Council for a term of two years. Each member of the Board of Directors shall be entitled to one vote upon the business of the Corporation.

Section 2. (Vacancies) In case of any vacancy in the Board of Directors through death, resignation, disqualification, failure to continue to hold office as member of the City Council, failure to maintain residency in the City, or other cause, a successor director shall be appointed by the City Council of the City of Venus, Texas to serve the vacating director's unexpired term.

Section 3. (Place of Meeting) Regular meetings of the Board of Directors shall be held at the City Council Chambers, 103 West 3rd, Venus, Texas, unless otherwise determined by resolution of the Board of Directors. A regular meeting of the Board of Directors for the election of officers and the transaction of such other business as may come before the meeting shall be held annually on a date determined by the Board at their proceeding meeting, unless changed by resolution of the Board of Directors. All meetings, regular or special, shall be called and held in accordance with the provisions of the Texas Open Meetings Act, Article 6252-17 Vernon's Texas Civil Statues, as amended.

Section 4. (Special Meetings) Special meetings of the Board of Directors shall be held whenever called by direction of the president, or by one-third of the directors then in office.

Section 5. (Notice of Meetings) The Secretary shall cause notice of the time and place of holding each meeting of the Board of Directors to be given to each director. Such notice may be in writing, in person, or by telephone. Notice of each meeting shall be given to the public in accordance with the provisions of the Texas Open Meetings Act, Article 6252-17, Vernon's Texas Civil Statutes, as amended.

Section 6. (Quorum) A majority of the Board of Directors shall constitute a quorum for the transaction of business.

Section 7. (Order of Business) At meetings of the Board of Directors business shall be transacted in such order as the Board may determine. At all meetings of the Board of Directors, the president, or in his or her absence the vice-president, or in the absence of both of these officers, a member of the board selected by the members present, shall preside. The secretary of the corporation shall sit as secretary at all meetings of the board, and in case of his or her absence the chairman of the meeting may designate any person to act as secretary.

Section 8. (Contracts) No contract or other transaction between this corporation and any other corporation, person or entity shall be executed unless the majority of the Board who are present and approve by an affirmative vote such contract are persons with no interest in such other person or entity. Provided, that membership in the City Council shall not constitute an interest which shall disqualify directors from voting on contracts between this corporation and the City of Venus.

Section 9. (Additional Powers) In addition to the powers and authorities by these by-laws expressly conferred upon them, the Board of Directors may exercise all such powers of the corporation and do all lawful acts and things as are not by statue or by the charter or by these by-laws prohibited. Without prejudice to such general powers and other powers conferred by statute, by the charter and by these by-laws, it is hereby expressly declared the Board of Directors shall have the following powers:

(1) To provide land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the board of directors to be required or suitable for the development, retention, or expansion of:
(a) manufacturing and industrial facilities;
(b) research and development facilities;

(c) military facilities;
(d) transportation facilities, including railports, rail switching facilities, maintenance and repair facilities, cargo facilities, related infrastructure located on or adjacent to a railport facility, mass commuting facilities, and parking facilities;
(e) sewage or solid waste disposal facilities;
(f) recycling facilities;
(g) air or water pollution control facilities;
(h) distribution centers;
(i) small warehouse facilities capable of serving as decentralized storage and distribution centers;
(j) primary job training facilities for use by institutions of higher education; and
(k) regional or national corporate headquarters facilities.

(2) To provide land, buildings, equipment, facilities, and improvements found by the board of directors to promote or develop new or expanded business enterprises that create or retain primary jobs, including a project to provide:
(a) public safety facilities;
(b) streets and roads;
(c) drainage and related improvements;
(d) demolition of existing structures;
(e) general municipally owned improvements;
(f) any improvements or facilities that are related to a project described by this subsection; and any other project that the board of directors in its discretion determines promotes or develops new or expanded business enterprises that create or retain primary jobs.

(3) To purchase, or otherwise acquire for the corporation, any property, rights, or privileges which the corporation is authorized to acquire, at such price or consideration and generally on such terms and conditions as they think fit; and at their discretion to pay therefor either wholly or partly in money, notes, bonds, debentures, or other securities or contracts of the corporation as may be lawful.

(4) To create, make and issue notes, mortgages, bonds, deeds of trust, trust agreements and negotiable or transferable instruments and securities, secured by mortgage or deed of trust on any real property of the corporation or otherwise, and to do every other act or thing necessary to affect the same.

(5) To sell or lease the real or personal property of the corporation on such terms as the board may see fit and to execute all deeds, leases and other conveyances or contracts that may be necessary for carrying out the purpose of this corporation.

Article IV.
(Officers)

Section 1. (Compensation of Directors and Officers) Directors and officers, as such, shall not receive any salary for their services but by resolution of the Board, expense incurred in the corporation's business may be reimbursed.

Section 2. (Executive Officers) The executive officers of the corporation shall be a president and a vice-president, all of whom shall be elected by and subject to the control of the Board of Directors. The Board of Directors, at each annual meeting of the Board, shall elect by a ballot a president and vice-president. One person may hold more than one office. The persons holding the office of secretary and the office of treasurer shall be non-voting ex-officio members of the Board of Directors. The office of Treasurer shall be held by the Venus City Secretary. The City Administrator shall serve as Executive Director of the corporation to provide administrative support services for the corporation. The Executive Director shall be a non-voting ex-officio member of the board.

Section 3. (President) The president shall have such powers and perform such duties as may be delegated to him or her by the Board of Directors.

Section 4. (Vice-President) The vice-president shall have such powers and perform such duties as may be delegated to him or her by the Board of Directors. In the absence or disability of the president, the vice-president may perform the duties and exercise the powers of the president.

Section 5. (Power and Duties of the Secretary) The secretary shall keep the minutes of all meetings of the Board of Directors in books provided for that purpose; he or she shall attend to the giving and service of all notices, he or she may sign with the president, or a vice-president, in the name of the corporation, all contracts and instruments of conveyance authorized by the Board of Directors, he or she shall have charge of such other books and papers as the Board of Directors or the Executive Committee may direct, all of which shall, at all reasonable times, be open to the examination of any director, upon application at the office of the City Secretary during business hours: and he or she shall in general perform all the duties incident to the office of secretary, subject to the control of the Board of Directors with such written records to be maintained and filed in the office of the City Secretary of the City. He or she shall submit such reports to the Board of Directors as may be requested by them.

Section 6. (Treasurer) the treasurer shall have custody of all funds and securities of the corporation which come into his or her hands; when necessary or proper he or she shall endorse on behalf of the corporation for collection, checks, notes and other obligations and shall deposit the same to the credit of the corporation in such bank or depository as the Board of Directors may designate. Whenever required by the Board of Directors he or she shall render a statement of the corporation's cash account; he or she shall enter regularly in the books of the corporation, to be kept by him or her for that purpose, a full and accurate account of the corporation; he or she shall at all reasonable times exhibit the corporation's books and accounts to any director of the corporation or any officer of the City of Venus upon application at the office of the City Secretary during business hours; he or she shall perform all acts incident to the position of treasurer, subject to the control of the Board of Directors. Such written statement and accounts to be maintained and filed in the City Hall, City of Venus. He or she shall give a bond for the faithful discharge of his or her duties in such sum, if any, as the Board of Directors may require.

Article V.
(Corporation Seal)

No corporate seal shall be required.

Article VI.
(Fiscal Year)

The fiscal year of the corporation shall begin on the first day of October and terminate on the 30th day of September in each year.

Article VII.
(Miscellaneous)

Section 1. (Notice and Waivers Thereof) Whenever under the provisions of these by-laws notice is required to be given to any director or officer, unless otherwise provided such notice may be given personally, or it may be in writing by depositing the same in the post office or letter box in a postage paid envelope or postal card addressed to such director or officer, at such address as appears on the books of the corporation, and such notice shall be deemed to be given at the time when the same shall be thus mailed. Whenever any notice whatever is required to be given by law, or by these by-laws, a waiver thereof in writing signed by the person or persons entitled to said notice, whether before or after the time stated therein, shall be deemed equivalent thereto.

Section 2. (Negotiable Instruments) All checks, drafts, notes or other obligations of the corporation shall be signed by such of the officers of the corporation or by such person or persons as may be thereunto authorized by the Board of Directors. All checks shall require the signature of two persons.

Section 3. (Resignations) Any director or officer may at any time resign. Such resignation shall be made orally or in writing, and shall take effect at the time stated or specified therein, or if no time be specified, at the time of its receipt by the president or the secretary. The acceptance of a resignation shall not be necessary to make it effective, unless expressly so provided in the written resignation.

Section 4. (Approval of the City Council) To the extent these by-laws refer to any approval or other action to be taken by the City, such approval or action shall be evidenced by a certified copy of a resolution, ordinance or motion duly adopted by the City Council.

Section 5. (Organizational Control) Other than as stated herein, the City, at its sole discretion, and at any time, may alter or change the structure, organization or activities of the corporation (including the termination of the corporation), subject to any limitation on the impairment of contracts entered into by such corporation. The foregoing interest on which is exempt from federal income taxation, remains outstanding, will maintain a beneficial interest in the corporation.

Section 6. (Purpose) The corporation is organized under the authority provided in the Texas Development Corporation Act of 1979 ("Act"), other applicable laws, and the ordinances and resolutions pertaining to the corporation of the City of Venus. The corporation's purpose is to promote and fund projects prescribed by the Act such as parks, park facilities, municipal buildings, the maintenance and operating costs of such facilities, for the promotion and expansion of manufacturing and industrial facilities and other economic development purposes; with the overall purpose to promote or support the expansion of business enterprises within the City.

Article VIII.
(Provisions Regarding By-Laws)

These by-laws shall become effective only upon the occurrence of the following events:

(1) The approval of these bylaws by the City Council of the City, which approval may be granted prior to the creation of the corporation; and
(2) The adoption of these bylaws by the Board of Directors.
(3) These bylaws may be amended at any time and from time to time either by majority vote of the directors then in office with approval of the City or by the City itself, at the sole discretion of the City Council.
(4) These bylaws shall be liberally construed to effectuate the purpose set forth herein. If any work, phrase, clause, sentence, paragraph, section or other part of these bylaws, or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of these bylaws

and the application of such work, phrase, clause, sentence, paragraph, section or other part of these bylaws to any other person or circumstance shall not be affected thereby.

Article IX.
(Dissolution of Corporation)

It shall not be the purpose of this corporation to engage in carrying on propaganda or otherwise attempting to influence legislation. Upon the dissolution of the corporation after payment of all obligations of the corporation, all remaining assets of the corporation shall be transferred to the City of Venus, Texas.

(Approved by the Venus City Council on Monday, March 13, 2017).