



Venus Community Service Development Corporation

Tuesday, March 4, 2025 - 6:00 PM

Regular Venus Community Service Development Corporation meeting
210 S. Walnut Street
Venus, Texas 76084

AGENDA

1. **Call to Order, Roll Call, Invocation, Pledge of Allegiance, Pledge to Texas Flag:**
2. **Citizen Public Comment Period:**
3. **Consent Agenda:**
 - 3.1. Approval of meeting minutes for the Special Called Meeting of the Venus Community Service Development Corporation on December 9, 2024.
 - 3.2. Ratifying the payments of the bills for the months of December 2024 - February 2025.
4. **Discussion and Consideration Items:**
 - 4.1. Discuss and consider the appointment of the Vice Chair of the Venus Community Service Development Corporation for the unexpired term of the previous Vice Chair, ending December 31, 2025.
 - 4.2. Discuss annual budget preparation and planning for the 2025-2026 Fiscal Year.
5. **Adjournment:**

In accordance with Texas Government Code, Section 551.001, et seq. the Venus Community Development Corporation may recess into Executive Session (closed meeting) at any time during this meeting to discuss matters listed on the agenda or if any of the following matters should arise during the course of the meeting §551.001. Consultations with Attorney; §551.072 Deliberations regarding Real Property, §551.074 Personnel Matters, §551.076 Deliberations regarding Security Devices, §551.087 Deliberations regarding Economic Development Negotiations. **This is to certify that a copy of this Notice of Meeting was posted on the bulletin at City Hall, 700 W. Hwy 67 Venus, Texas, and at a place readily accessible to the general public at all times and to the City's website www.cityofvenus.org, February 27, 2025, on or before 5:30 p.m.**

Callie Green, TRMC
City Secretary

For more information or a copy of the Open Meetings Act, please contact the Attorney General of Texas at 1-800-252-8011. This building is wheelchair accessible. Any requests for Interpretive Services must be made 48 hours in advance of the scheduled meeting. To make arrangements

please call 972-366-3348.

Removed: _____

Time: _____

JEANNIE PRAZAK
Place 1

**PATRICIA
JOHNSON**
Place 2

BOBBY MATTHEWS
Place 3/ Vice Chair

CASEY TUCKER
Place 4



JIRA SANSOM
Place 5

JOE RUSSELL
Place 6/ Chair

RAYMOND JACKMAN
Place 7

VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION MEETING
VENUS CIVIC CENTER
210 S. WALNUT STREET
VENUS, TEXAS 76084
MONDAY, DECEMBER 9, 2024, 6:00 PM

MINUTES

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

Vice Chair, Matthews called the meeting to order at 6:08 p.m., City Attorney, Halla gave the Invocation, Prazak lead the Pledge of Allegiance and Sansom lead the Pledge to the Texas Flag.

Commissioners present: Jeannie Prazak, Patricia Johnson, Bobby Matthews, Jira Sansom and Raymond Jackman.

Commissioners absent: Casey Tucker and Joe Russell.

Staff present: Josh Jones, City Attorney, Becky Wilkins and Callie Green.

2. Citizen Public Comment Period

No public comments.

3. Consent Agenda

3.1 Approval of meeting minutes of Venus Community Service Development Corporation on August 14, 2024.

3.2 Ratifying the payments of bills for the month of November 2024.

Motion: *I make a motion to approve the consent agenda as presented.*

Moved by: Jeannie Prazak

Seconded by: Jira Sansom

For: Unanimous. Motion carried 5-0-0.

4. Presentations and Proclamations

None

5. Public Hearings

None

6. Discussion and Consideration Items

- 6.1** Discuss and consider the appointment of the Chair of the Venus Community Service Development Corporation for the 2025 calendar year.

Motion: I make a motion to appoint Joe Russell as Chair of the Venus Community Service Development Corporation for the 2025 calendar year.

Moved by: Patricia Johnson

Seconded by: Jira Sansom

For: Unanimous. Motion carried 5-0-0.

- 6.2** Discuss and consider the appointment of the Vice Chair of the Venus Community Service Development Corporation for the 2025 calendar year.

Motion: I make a motion to appoint Bobby Matthews as Vice Chair of the Venus Community Service Development Corporation for the 2025 calendar year.

Moved by: Jira Sansom

Seconded by: Jeannie Prazak

For: Unanimous. Motion carried 5-0-0.

- 6.3** Discuss and consider approval of proposed schedule for quarterly meetings for the 2025 calendar year.

Motion: I make a motion to approve the item as presented for the 2025 quarterly meetings as March, June, September and December and being on the 1st Tuesday of the month.

Moved by: Patricia Johnson

Seconded by: Jira Sansom

For: Unanimous. Motion carried 5-0-0.

7. Executive Session

None

8. Items for Future Agendas

Raymond Jackman would like to see how the EDC can be a part of repaving the roads around the square.

Jeannie Prazak asked how much was spent on July 4th and Christmas events.

9. Adjournment

Vice Chair, Matthews adjourned the meeting at 6:22 p.m.

Chair: _____

City Secretary: _____

CITY OF VENUS
STATEMENT OF REV. & EXP. - BUDGET VS. ACTUAL
AS OF: FEBRUARY 28TH, 2025

30 -VCSDC
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BALANCE %	BUDGET CHANGE
<u>REVENUE SUMMARY</u>							
INTEREST	415,880	415,880	50,619.59	172,404.46	243,475.54	58.54	0
MISC. REV.	0	0	0.00	0.00	0.00	0.00	0
TRANSFERS	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
TOTAL REVENUES	415,880	415,880	50,619.59	172,404.46	243,475.54	58.54	0
	=====	=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BALANCE %	BUDGET CHANGE
NON-DEPARTMENTAL	<u>464,200</u>	<u>464,200</u>	<u>5,701.07</u>	<u>88,362.12</u>	<u>375,837.88</u>	<u>80.96</u>	<u>0</u>
TOTAL EXPENDITURES	464,200	464,200	5,701.07	88,362.12	375,837.88	80.96	0
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(48,320)	(48,320)	44,918.52	84,042.34	(132,362.34)	273.93	0

CITY OF VENUS
 STATEMENT OF REVENUES - BUDGET VS. ACTUAL
 AS OF: FEBRUARY 28TH, 2025

30 -VCSDC

% OF YEAR COMPLETED: 41.67

REVENUES	ACCOUNT No.	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	BUDGET REMAINING	BALANCE %	BUDGET CHANGE
<u>INTEREST</u>								
SRF/VCSDC INTEREST	4-0000-0360	10,070	10,070	0.00	2,877.22	7,192.78	71.43	0
SALES TAX REVENUES	4-0000-0365	405,810	405,810	50,619.59	169,527.24	236,282.76	58.22	0
SPECIAL EVENTS	4-0000-0366	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
SUB TOTAL INTEREST		415,880	415,880	50,619.59	172,404.46	243,475.54	58.54	0
<u>MISC. REV.</u>								
CLEANING FEES (PASS-THROUGH)	4-0000-0375	0	0	0.00	0.00	0.00	0.00	0
AUDIT ADJUSTMENTS	4-0000-0378	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
SUB TOTAL MISC. REV.		0	0	0.00	0.00	0.00	0.00	0
<u>TRANSFERS</u>								
SRF/VCSDC FUND BALANCE FORWARD	4-0000-0390	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
SUB TOTAL TRANSFERS		0	0	0.00	0.00	0.00	0.00	0
<hr/>								
TOTAL REVENUES		415,880	415,880	50,619.59	172,404.46	243,475.54	58.54	0
		=====	=====	=====	=====	=====	=====	=====

STATEMENT OF EXPENDITURES - BUDGET vs. ACTUAL
AS OF: FEBRUARY 28TH, 2025

30 -VCSDC

NON-DEPARTMENTAL

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	ACCOUNT No.	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BALANCE %	BUDGET CHANGE
<u>PERSONNEL</u>								
SALARIES & WAGES	5-0000-0400	108,520	108,520	2,694.00	27,575.17	80,944.83	74.59	0
SOCIAL SECURITY	5-0000-0401	6,730	6,730	217.67	2,376.55	4,353.45	64.69	0
UNEMPLOYMENT TAXES	5-0000-0402	750	750	0.00	0.00	750.00	100.00	0
MEDICARE	5-0000-0403	1,575	1,575	50.90	555.76	1,019.24	64.71	0
RETIREMENT (TMRS)	5-0000-0404	15,195	15,195	375.97	4,466.86	10,728.14	70.60	0
WORKERS COMP	5-0000-0406	1,690	1,690	0.00	845.00	845.00	50.00	0
OVERTIME	5-0000-0407	19,105	19,105	0.00	0.00	19,105.00	100.00	0
CITY CONTR - EDC PERSONNEL	5-0000-0408	0	0	823.08	8,230.80	(8,230.80)	0.00	0
HEALTH INSURANCE	5-0000-0410	0	0	0.00	0.00	0.00	0.00	0
CITY CONTR-PARK PERSONNEL	5-0000-0411	0	0	0.00	0.00	0.00	0.00	0
HRA	5-0000-0412	<u>800</u>	<u>800</u>	<u>0.00</u>	<u>0.00</u>	<u>800.00</u>	<u>100.00</u>	<u>0</u>
SUB TOTAL PERSONNEL		154,365	154,365	4,161.62	44,050.14	110,314.86	71.46	0
<u>TRAVEL & TRAINING</u>								
TRAINING	5-0000-0416	1,500	1,500	0.00	0.00	1,500.00	100.00	0
DUES & MEMBERSHIPS	5-0000-0418	<u>550</u>	<u>550</u>	<u>0.00</u>	<u>0.00</u>	<u>550.00</u>	<u>100.00</u>	<u>0</u>
SUB TOTAL TRAVEL & TRAINING		2,050	2,050	0.00	0.00	2,050.00	100.00	0
<u>SUPPLIES</u>								
UNIFORMS	5-0000-0420	300	300	0.00	0.00	300.00	100.00	0
OFFICE SUPPLIES	5-0000-0421	500	500	0.00	0.00	500.00	100.00	0
VCSDC SPECIAL PROJECTS	5-0000-0425	0	0	0.00	0.00	0.00	0.00	0
GAS & OIL	5-0000-0426	750	750	0.00	0.00	750.00	100.00	0
DEPARTMENT SUPPLIES	5-0000-0429	1,500	1,500	0.00	73.24	1,426.76	95.12	0
CELL PHONE & MIFI	5-0000-0430	600	600	0.00	40.75	559.25	93.21	0
UTILITIES	5-0000-0432	12,000	12,000	1,539.45	5,533.53	6,466.47	53.89	0
SMALL EQUIPMENT	5-0000-0433	2,500	2,500	0.00	0.00	2,500.00	100.00	0
LEGAL NOTICES	5-0000-0438	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
SUB TOTAL SUPPLIES		18,150	18,150	1,539.45	5,647.52	12,502.48	68.88	0
<u>MAINTENANCE & REPAIRS</u>								
BUILDING R&M	5-0000-0442	2,500	2,500	0.00	226.00	2,274.00	90.96	0
MARKETING & PROMOTIONAL	5-0000-0443	0	0	0.00	0.00	0.00	0.00	0
ECONOMIC DEV. INCENTIVES	5-0000-0444	50,000	50,000	0.00	0.00	50,000.00	100.00	0
VEHICLE R&M	5-0000-0445	450	450	0.00	0.00	450.00	100.00	0
EQUIPMENT R&M	5-0000-0446	450	450	0.00	0.00	450.00	100.00	0
PARK MAINTENANCE	5-0000-0448	0	0	0.00	0.00	0.00	0.00	0
CONTRACTED SERVICES	5-0000-0458	0	0	0.00	0.00	0.00	0.00	0
AUDIT SERVICES	5-0000-0459	<u>4,000</u>	<u>4,000</u>	<u>0.00</u>	<u>20,500.00</u>	<u>(16,500.00)</u>	<u>412.50-</u>	<u>0</u>
SUB TOTAL MAINTENANCE & REPAIRS		57,400	57,400	0.00	20,726.00	36,674.00	63.89	0
<u>CONTRACTED SERVICES</u>								
ANNUAL AUDIT	5-0000-0461	0	0	0.00	0.00	0.00	0.00	0
LEGAL EXPENSES	5-0000-0462	3,600	3,600	0.00	1,000.00	2,600.00	72.22	0
CLEANING SERVICES	5-0000-0465	0	0	0.00	0.00	0.00	0.00	0
CITY CONTR-ADMIN COSTS	5-0000-0466	9,060	9,060	0.00	0.00	9,060.00	100.00	0
VCSDC CAPITAL OUTLAY	5-0000-0467	0	0	0.00	0.00	0.00	0.00	0

STATEMENT OF EXPENDITURES - BUDGET vs. ACTUAL
AS OF: FEBRUARY 28TH, 2025

30 -VCSDC

NON-DEPARTMENTAL

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	ACCOUNT No.	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	BUDGET REMAINING	BALANCE %	BUDGET CHANGE
LIABILITY & PROPERTY INS	5-0000-0469	1,575	1,575	0.00	672.50	902.50	57.30	0
SUB TOTAL CONTRACTED SERVICES		14,235	14,235	0.00	1,672.50	12,562.50	88.25	0
<u>DEPARTMENTAL</u>								
VCSDC BOND INDEBTEDNESS	5-0000-0471	0	0	0.00	0.00	0.00	0.00	0
VCSDC CASH RESERVES	5-0000-0480	0	0	0.00	0.00	0.00	0.00	0
MARKETING & PROMOTIONAL	5-0000-0485	2,500	2,500	0.00	0.00	2,500.00	100.00	0
MISCELLANEOUS	5-0000-0486	0	0	0.00	0.00	0.00	0.00	0
CITY CONTR-SPECIAL EVENTS	5-0000-0491	35,000	35,000	0.00	16,265.96	18,734.04	53.53	0
CITY CONTR-LAND PURCHASE	5-0000-0492	0	0	0.00	0.00	0.00	0.00	0
MISCELLANEOUS	5-0000-0493	500	500	0.00	0.00	500.00	100.00	0
PARK GRANT EXPENDITURES	5-0000-0495	0	0	0.00	0.00	0.00	0.00	0
SUB TOTAL DEPARTMENTAL		38,000	38,000	0.00	16,265.96	21,734.04	57.19	0
<u>VEHICLE LEASE</u>								
VEHICLE LEASE PAYMENTS	5-0000-0560	0	0	0.00	0.00	0.00	0.00	0
VEHICLE MAKE READY	5-0000-0561	0	0	0.00	0.00	0.00	0.00	0
VEHICLE MAINT PLAN	5-0000-0562	0	0	0.00	0.00	0.00	0.00	0
SUB TOTAL VEHICLE LEASE		0	0	0.00	0.00	0.00	0.00	0
<u>CAPITAL OUTLAY</u>								
SPECIAL PROJECTS	5-0000-0660	0	0	0.00	0.00	0.00	0.00	0
CAP OUT-AUDIO/VISUAL SYSTEM	5-0000-0667	0	0	0.00	0.00	0.00	0.00	0
CAP OUT-KITCHEN REMODEL	5-0000-0668	0	0	0.00	0.00	0.00	0.00	0
FIELDER PARK SECURITY SYSTEM	5-0000-0669	0	0	0.00	0.00	0.00	0.00	0
CAP OUT-FIELDER PARK LIGHTIN	5-0000-0670	0	0	0.00	0.00	0.00	0.00	0
CAP OUT-SHANNA PARK LIGHTING	5-0000-0671	0	0	0.00	0.00	0.00	0.00	0
CAP OUT-FIELDER PARK ENTRANC	5-0000-0672	0	0	0.00	0.00	0.00	0.00	0
CAP OUT-BASEBALL FIELD IMPROVE	5-0000-0673	0	0	0.00	0.00	0.00	0.00	0
PARKS SHADE CANOPIES	5-0000-0674	0	0	0.00	0.00	0.00	0.00	0
AUDIO SYSTEM	5-0000-0675	0	0	0.00	0.00	0.00	0.00	0
LAND PURCHASE	5-0000-0676	0	0	0.00	0.00	0.00	0.00	0
PARK IMPROVEMENTS	5-0000-0677	180,000	180,000	0.00	0.00	180,000.00	100.00	0
SUB TOTAL CAPITAL OUTLAY		180,000	180,000	0.00	0.00	180,000.00	100.00	0
<u>TRANSFERS</u>								
TRANSFER (IN) OUT - DSF	5-0000-0720	0	0	0.00	0.00	0.00	0.00	0
TRANSFERS (IN) OUT - GRANT FUN	5-0000-0740	0	0	0.00	0.00	0.00	0.00	0
SUB TOTAL TRANSFERS		0	0	0.00	0.00	0.00	0.00	0
<hr/>								
TOTAL NON-DEPARTMENTAL		464,200	464,200	5,701.07	88,362.12	375,837.88	80.96	0
<hr/>								
TOTAL EXPENDITURES		464,200	464,200	5,701.07	88,362.12	375,837.88	80.96	0
<hr/>								
REVENUES OVER/(UNDER) EXPENDITURES		(48,320)	(48,320)	44,918.52	84,042.34	(132,362.34)	273.93	0

BY-LAWS

VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION

Article 1. (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. All seven (7) Directors shall be residents of the City of Venus, also appointed by the City Council of the City of Venus according to Place (for example, Councilmember Place 1 appoints Board Member Place 1, and so forth), Each member of Council, including the Mayor, shall appoint, in accordance with the Place each Councilmember occupies, a member to the Board, with the Mayor appointing Place 7. The sixth (6th) place on the Board shall be appointed by the Council at large. 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. Each term of each Board member shall begin in June of the year they are appointed, regardless of when said Board member is appointed, and run for two (2) years and end on the 31st of May every two (2) years.

Section 2. (Vacancies) In case of any vacancy on the Board of Directors through death, resignation, disqualification, failure to continue to hold office as member on the Venus Community Service Development Corporation, 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 Civic Center, 210 South Walnut St., Venus Texas, unless otherwise determined by motion of the Board of Directors. A regular meeting of the Board of Directors for the election of officers shall be held annually and the transaction of such other business as may come before the board shall be held quarterly on a date determined by the Board at their proceeding meeting, unless changed by a motion 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, Texas Government Code Ch. 551, 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 give 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, Texas Government Code Ch. 551, 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 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.

Section 9. (Additional Powers) 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 statute 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 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.
- (2) 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.
 - (3) 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, expenses 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 person 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 Finance Director. 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 statements 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 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 people.

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 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.

Section 7. (Roberts Rule of Order) The Corporation will conduct their meetings following Roberts Rule of Order.

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 out 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.

(Amended by the Venus City Council: August 10, 2020)

(Amended by the Venus City Council: March 13, 2023)

(Amended by the Venus City Council: July 22, 2024)