

JOE RUSSELL
PATRICIA JOHNSON
DOMINGO RODRIGUEZ
CASEY TUCKER



MICHELLE HAMM
JAMES GLADWIN
BOBBY MATTHEWS

Special called Venus Community Service Development Corporation

Monday, October 23, 2023, 6:00 PM

Venus Civic Center
210 South Walnut Street
Venus, Texas 76084

Page

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

2. Public Comment Period:

Citizens may sign up before the meeting begins and will be allowed up to 3 minutes to address the Board.

3. Consent Agenda:

- 3.1 Approval of meeting minutes for the Venus Community Service Development Corporation on September 11, 2023. 3 - 4

[BUDGET WORKSHOP & SPECIAL CALLED: Venus Community Service Development Corporation - Sep 11 2023 - Agenda - Html](#)

- 3.2 Ratifying the payments for September 2023. 5 - 8

[EDC Sept 23- REVENUE & EXPENSE REPORT - 1209.pdf](#)

I make a motion to approve/deny the consent agenda.

4. Presentations:

- 4.1 Presentation for developments within the city and extraterritorial jurisdiction along with upcoming Christmas event. 9 - 24

[EDC REPORT.pdf](#)

5. Discussion and Consideration items:

- 5.1 Discuss and consider the appointment of the Chair on the Venus Community Service Development Corporation.

I make a motion to appoint ____ as Chair of the Venus Community Service Development Corporation.

- 5.2 Discuss and consider the appointment of a Vice Chair on the Venus Community Service Development Corporation.

I make a motion to appoint _____ as Vice Chair of the Venus Community Service Development Corporation.

6. Adjourn:

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. 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 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**, not less than 72 hours prior to the meeting.

Callie Green, TRMC

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. This building is wheelchair accessible. To make arrangements call (972) 366-3348 and leave a message if it is after hours.

Removed: _____

Time: _____



BUDGET WORKSHOP & SPECIAL CALLED: Venus Community Service Development Corporation - MINUTES

Monday, September 11, 2023 at 6:00 PM

Venus Civic Center

1. Call to Order Budget Workshop:

Chair, Russell called the budget workshop to order at 6:00 PM.

2. BUDGET WORKSHOP:

- 2.1 Conduct Budget Workshop for Fiscal Year 2023-2024.
Discussion only.

3. Adjourn Budget Workshop:

Chair, Russell adjourned the budget workshop at 6:16 PM.

4. Call to Order Special Called meeting, Roll Call, Invocation, Pledge of Allegiance:

Chair, Russell called the meeting to order at 6:17 PM, gave the Invocation and Buck lead the Pledge of Allegiance.

Commissioners present: Joe Russell, Randall Buck, Domingo Rodriguez, Jira Sansom, Michelle Hamm, and Bobby Matthews.

Commissioners absent: James Gladwin.

Staff Present: Brandon Gazaway, Stacey Wyman, Callie Green, Melissa Westen, and City Attorney.

5. Public Comment Period:

No public comments.

6. Consent Agenda:

- 6.1 Meeting minutes for the Venus Community Service Development Corporation on August 14, 2023.
[Venus Community Service Development Corporation & Budget Workshop - Aug 14 2023 - Agenda - Html](#) 

I make a motion to approve the consent agenda.

Moved by: Bobby Matthews

Seconded by: Jira Sansom

For: Unanimous. Motion carried 6-0-0.

7. Discussion and Consideration items:

- 7.1 Discuss and consider approval of Fiscal Year 2023-2024 Annual Budget.

I make a motion to approve the Fiscal Year 2023-2024 Annual Budget.

Moved by: Bobby Matthews

Seconded by: Randall Buck

For: Bobby Matthews, Randall Buck, Jira Sansom, Michelle Hamm, and Joe Russell.

Abstain: Domingo Rodriguez.

Motion carried 5-0-1.

8. Adjourn:

Chair, Russell adjourned the meeting at 6:22 PM.

Chair

City Secretary

CITY OF VENUS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

30 -VCSDC
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTEREST	372,099.00	30,962.06	353,742.63	95.07	18,356.37
MISC. REV.	1,250.00	0.00	0.00	0.00	1,250.00
TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>373,349.00</u>	<u>30,962.06</u>	<u>353,742.63</u>	<u>94.75</u>	<u>19,606.37</u>
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	<u>578,807.00</u>	<u>35,920.57</u>	<u>238,036.76</u>	<u>41.13</u>	<u>340,770.24</u>
TOTAL EXPENDITURES	<u>578,807.00</u>	<u>35,920.57</u>	<u>238,036.76</u>	<u>41.13</u>	<u>340,770.24</u>
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	(205,458.00)	(4,958.51)	115,705.87		(321,163.87)

CITY OF VENUS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

30 -VCSDC

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>INTEREST</u>					
30-4-0000-0360 SRF/VCSDC INTEREST	200.00	0.00	2,242.02	1,121.01 (	2,042.02)
30-4-0000-0365 SALES TAX REVENUES	371,899.00	30,962.06	351,467.61	94.51	20,431.39
30-4-0000-0366 SPECIAL EVENTS	<u>0.00</u>	<u>0.00</u>	<u>33.00</u>	<u>0.00</u>	(<u>33.00</u>)
TOTAL INTEREST	372,099.00	30,962.06	353,742.63	95.07	18,356.37
<u>MISC. REV.</u>					
30-4-0000-0375 CLEANING FEES (PASS-THRO	1,250.00	0.00	0.00	0.00	1,250.00
30-4-0000-0378 AUDIT ADJUSTMENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL MISC. REV.	1,250.00	0.00	0.00	0.00	1,250.00
<u>TRANSFERS</u>					
30-4-0000-0390 SRF/VCSDC FUND BALANCE F	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	<u>373,349.00</u>	<u>30,962.06</u>	<u>353,742.63</u>	<u>94.75</u>	<u>19,606.37</u>

30 -VCSDC
NON-DEPARTMENTAL

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONNEL</u>					
30-5-0000-0400 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
30-5-0000-0401 SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
30-5-0000-0402 UNEMPLOYMENT TAXES	0.00	0.00	0.00	0.00	0.00
30-5-0000-0403 MEDICARE	0.00	0.00	0.00	0.00	0.00
30-5-0000-0404 RETIREMENT (TMRS)	0.00	0.00	0.00	0.00	0.00
30-5-0000-0406 WORKERS COMP	0.00	0.00	0.00	0.00	0.00
30-5-0000-0408 CITY CONTR - EDC PERSONN	92,108.00	16,992.78	44,138.27	47.92	47,969.73
30-5-0000-0410 HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
30-5-0000-0411 CITY CONTR-PARK PERSONNE	58,536.00	9,756.00	58,536.00	100.00	0.00
30-5-0000-0412 HRA	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PERSONNEL	150,644.00	26,748.78	102,674.27	68.16	47,969.73
<u>TRAVEL & TRAINING</u>					
30-5-0000-0416 TRAINING	750.00	0.00	0.00	0.00	750.00
30-5-0000-0418 DUES & MEMBERSHIPS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRAVEL & TRAINING	750.00	0.00	0.00	0.00	750.00
<u>SUPPLIES</u>					
30-5-0000-0420 UNIFORMS	300.00	270.00	270.00	90.00	30.00
30-5-0000-0421 OFFICE SUPPLIES	5,000.00	446.46	628.07	12.56	4,371.93
30-5-0000-0425 VCSDC SPECIAL PROJECTS	0.00	0.00	0.00	0.00	0.00
30-5-0000-0426 GAS & OIL	1,750.00	746.16	2,200.44	125.74 (	450.44)
30-5-0000-0429 DEPARTMENT SUPPLIES	1,500.00	173.23	1,347.16	89.81	152.84
30-5-0000-0430 CELL PHONE & MIFI	600.00	40.66	488.07	81.35	111.93
30-5-0000-0432 UTILITIES	8,295.00	1,279.04	11,866.88	143.06 (	3,571.88)
30-5-0000-0433 SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00
30-5-0000-0438 LEGAL NOTICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	17,445.00	2,955.55	16,800.62	96.31	644.38
<u>MAINTENANCE & REPAIRS</u>					
30-5-0000-0442 BUILDING R&M	5,000.00	86.66	1,781.85	35.64	3,218.15
30-5-0000-0443 MARKETING & PROMOTIONAL	0.00	0.00	0.00	0.00	0.00
30-5-0000-0445 VEHICLE R&M	750.00	118.32	385.59	51.41	364.41
30-5-0000-0446 EQUIPMENT R&M	0.00	0.00	0.00	0.00	0.00
30-5-0000-0448 PARK MAINTENANCE	5,000.00	369.58	1,418.92	28.38	3,581.08
30-5-0000-0458 CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
30-5-0000-0459 AUDIT SERVICES	<u>2,000.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>50.00</u>	<u>1,000.00</u>
TOTAL MAINTENANCE & REPAIRS	12,750.00	574.56	4,586.36	35.97	8,163.64
<u>CONTRACTED SERVICES</u>					
30-5-0000-0461 ANNUAL AUDIT	0.00	0.00	0.00	0.00	0.00
30-5-0000-0462 LEGAL EXPENSES	4,500.00	300.00	3,000.00	66.67	1,500.00
30-5-0000-0465 CLEANING SERVICES	1,250.00	0.00	0.00	0.00	1,250.00

30 -VCSDC
NON-DEPARTMENTAL

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
30-5-0000-0466 CITY CONTR-ADMIN COSTS	11,168.00	1,023.84	9,911.16	88.75	1,256.84
30-5-0000-0467 VCSDC CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
30-5-0000-0469 LIABILITY & PROPERTY INS	1,500.00	0.00	1,398.40	93.23	101.60
TOTAL CONTRACTED SERVICES	18,418.00	1,323.84	14,309.56	77.69	4,108.44
<u>DEPARTMENTAL</u>					
30-5-0000-0471 VCSDC BOND INDEBTEDNESS	50,000.00	0.00	0.00	0.00	50,000.00
30-5-0000-0480 VCSDC CASH RESERVES	0.00	0.00	0.00	0.00	0.00
30-5-0000-0485 MARKETING & PROMOTIONAL	2,500.00	1,001.38	1,451.38	58.06	1,048.62
30-5-0000-0486 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
30-5-0000-0491 CITY CONTR-SPECIAL EVENT	40,000.00	1,432.80	34,705.98	86.76	5,294.02
30-5-0000-0492 CITY CONTR-LAND PURCHASE	0.00	0.00	769.07	0.00	(769.07)
30-5-0000-0493 MISCELLANEOUS	500.00	181.00	295.59	59.12	204.41
30-5-0000-0495 PARK GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00
TOTAL DEPARTMENTAL	93,000.00	2,615.18	37,222.02	40.02	55,777.98
<u>VEHICLE LEASE</u>					
30-5-0000-0560 VEHICLE LEASE PAYMENTS	10,800.00	1,222.66	6,276.32	58.11	4,523.68
30-5-0000-0561 VEHICLE MAKE READY	0.00	0.00	0.00	0.00	0.00
30-5-0000-0562 VEHICLE MAINT PLAN	0.00	0.00	387.10	0.00	(387.10)
TOTAL VEHICLE LEASE	10,800.00	1,222.66	6,663.42	61.70	4,136.58
<u>CAPITAL OUTLAY</u>					
30-5-0000-0660 SPECIAL PROJECTS	275,000.00	480.00	55,780.51	20.28	219,219.49
30-5-0000-0667 CAP OUT-AUDIO/VISUAL SYS	0.00	0.00	0.00	0.00	0.00
30-5-0000-0668 CAP OUT-KITCHEN REMODEL	0.00	0.00	0.00	0.00	0.00
30-5-0000-0669 FIELDER PARK SECURITY SY	0.00	0.00	0.00	0.00	0.00
30-5-0000-0670 CAP OUT-FIELDER PARK LIG	0.00	0.00	0.00	0.00	0.00
30-5-0000-0671 CAP OUT-SHANNA PARK LIGH	0.00	0.00	0.00	0.00	0.00
30-5-0000-0672 CAP OUT-FIELDER PARK ENT	0.00	0.00	0.00	0.00	0.00
30-5-0000-0673 CAP OUT-BASEBALL FIELD I	0.00	0.00	0.00	0.00	0.00
30-5-0000-0674 PARKS SHADE CANOPIES	0.00	0.00	0.00	0.00	0.00
30-5-0000-0675 AUDIO SYSTEM	0.00	0.00	0.00	0.00	0.00
30-5-0000-0676 LAND PURCHASE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	275,000.00	480.00	55,780.51	20.28	219,219.49
<u>TRANSFERS</u>					
30-5-0000-0720 TRANSFER (IN) OUT - DSF	0.00	0.00	0.00	0.00	0.00
30-5-0000-0740 TRANSFERS (IN) OUT - GRA	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	578,807.00	35,920.57	238,036.76	41.13	340,770.24
TOTAL EXPENDITURES	578,807.00	35,920.57	238,036.76	41.13	340,770.24
REVENUES OVER/(UNDER) EXPENDITURES	(205,458.00)	(4,958.51)	115,705.87	(321,163.87)	

*** END OF REPORT ***



EDC Report

Development Updates

Brahman Ranch



- 8 Homes under construction
- 86 of 121 lots sold
- PID has been released
- Park land dedication is in for council approval
- Phase 1b is scheduled to start in November

Development Updates

Ridgeview



- No Homes under construction
- All lots sold to Lillian Homes
- Construction is postponed until Q2 of 2024 at this time.

Development Updates

Horizons

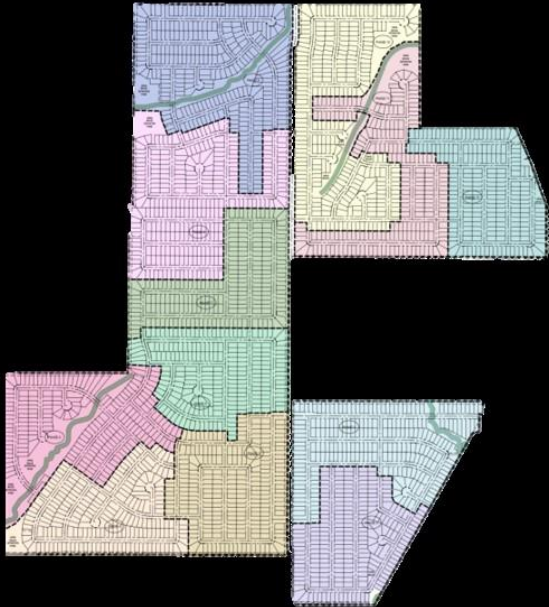


- 5 Homes under construction
- All lots sold to Builtmore Homes

Development Updates

Buffalo Hills

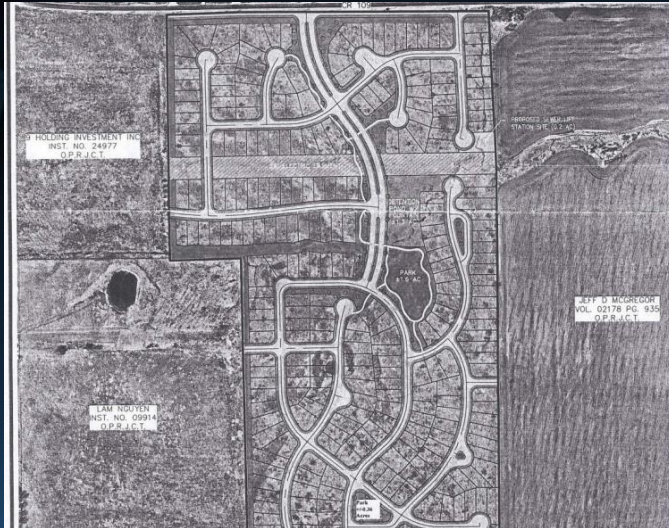
- Waiting on TCEQ final approval
- Several Phases under contract



Development Updates

Stallion Ranch

- Waiting on Infrastructure Negotiations



Development Updates

Brahman 2



- Waiting on TCEQ final approval
- Several Phases under contract

Development Updates

Circle S Ranch

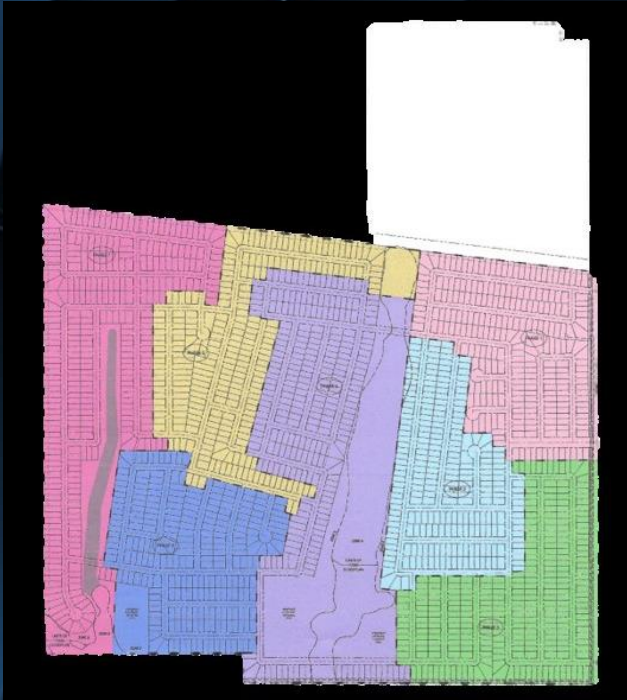


- Waiting on TCEQ final approval
- Several Phases under contract
- Working on a water agreement with Mountain Peak that brings the city added revenue.
- 4 Development Agreements (MUD agreements) in progress

Development Updates

67213

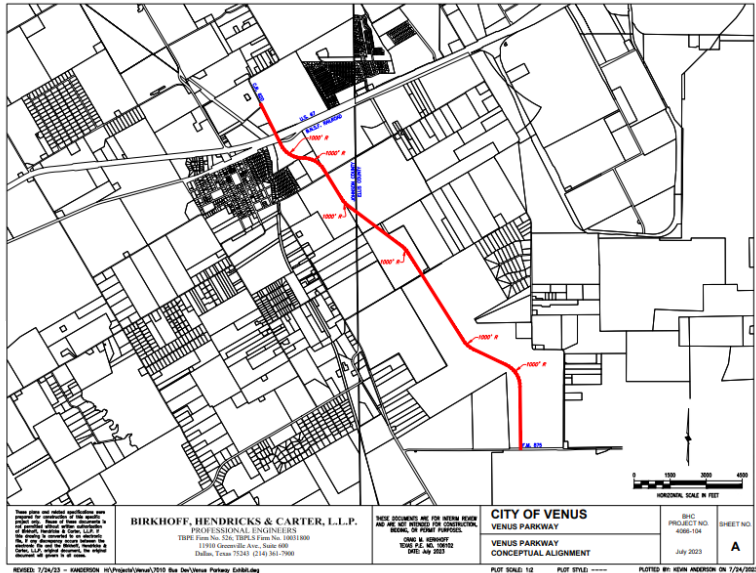
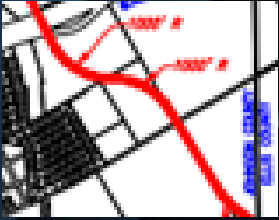
- Waiting on TCEQ final approval
- Several Phases under contract
- Working on a water agreement with Mountain Peak that brings the city added revenue.
- 1 Development Agreement (MUD agreement) in progress



Development Updates

Venus Parkway

PHASE 1



- Waiting on engineering for Phase 1
- Several commercial businesses to be announced once road is built

Development Updates

WinCo Possibilities

- We are in preliminary talks about bringing a WinCo to Venus



Development Updates

WinCo Possibilities

- Chopsticks is working on Staffing to be able to open
- The Event Center is undergoing renovations to open
- Venus Junction is breaking ground this month. This will bring a Starbucks and Chicken Express among several other businesses to that location



December 9, 2023

Proposed Events

- Carrousel on the Square
- Free Hot Chocolate
- Christmas Pageant
- Pancakes with Santa
- Live Music
- Crafts
- Letters to Santa
- Sleigh rides
- Christmas bounce houses
- Food Trucks
- Christmas Tree Lighting
- Parade
- Product vendors
- Falling snow



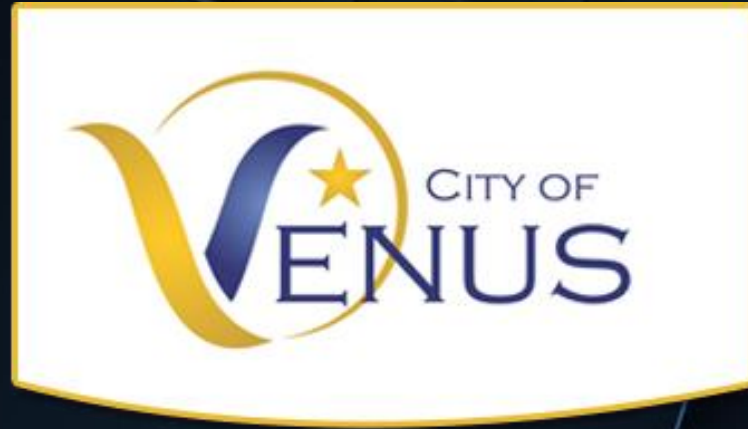
AND MUCH MORE!!!

Proposed Events

Vintage 35ft Carousel	\$8,000
2 Christmas themed bounce houses	\$1,137.97
Hot CoCo Mix	\$0
Lights Hung city wide	\$0
Letters to Santa	\$100
Décor for s re	\$1,000.00
	\$1,700
	\$11,938



EDC CONTRIBUTION SET ASIDE FOR SPECIAL EVENTS
GL CODE 30-5-0000-0491 \$85,000



QUESTIONS?