Municipal Development District Board Meeting

Aubrey Municipal Development Building
205 S. Main St.
Aubrey, TX 76227
September 18, 2024
6:00 PM

**(Notice of Potential Quorum for City Council, Planning and Zoning Commission, Board of Adjustment, Library Board, and Parks and Recreation Board - even though a quorum of the members of these boards may or may not be present, no official action will be taken by their members.)*

Notice Regarding Remote Participation of Board Members

Pursuant to Section 551.127, Texas Government Code, one or more Board Members may attend this meeting remotely using videoconferencing technology. A quorum of the Board will be physically present at the location provided above. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public by accessing Zoom utilizing the Public Participation link identified below.

Notice Regarding Public Participation

Individuals may attend the meeting in person at the above address, or access the meeting via videoconference, or telephone conference call.

Join the Zoom Meeting by clicking on the following link:
https://us06web.zoom.us/j/4819280108?pwd=dnNwbU51MmhjOHJKL3kzcGJ4MTN4UT09&omn=81774462565

Meeting ID: 481 928 0108   Password: 868932

To join the meeting by phone, dial 1 (346) 248-7799 and use the Meeting ID and password above.

Call to Order - Determine if a Quorum is Present:

Invocation & Pledge of Allegiance: Pledge of Allegiance to the Texas Flag - “Honor the Texas flag; I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.”

Community Announcements: Items of community interest may include recognizing Citizens and Staff for outstanding contributions to the community, a reminder about an upcoming event that is organized or sponsored by the governing body, and announcements of an imminent threat to public safety that has arisen after the posting of this agenda.

1. Peanut Festival will be at Veteran's Park on Saturday, October 5, 2024.

Citizen Input: Any person may address the Board. If your comments are concerning an agenda item, you may wait until the discussion on that item if you prefer. Once recognized by the chairperson, please step forward to the speaker's podium, state your name and address and speak directly into the microphone so that people in the room and those attending remotely can hear comments and see presentations. To request to speak via videoconference, click on "Participants" at the bottom of the screen, and click "Raise Hand." The chairperson will acknowledge your request and allow you to speak. Citizen comments are limited to three (3) minutes per individual unless additional time is otherwise required by law. No discussion or action may be taken at this meeting on any item not listed on the agenda, other than to make statements of factual information or recite existing policy in response to a citizen's inquiry.

Consent Items: Items placed on the Consent Agenda are considered routine in nature and non-controversial. The Consent Agenda can be acted upon in one motion. Items may be removed from the Consent Agenda by the request of Council, board members or staff. Consideration and action on the following:

1. Approve minutes of the August 13, 2024 MDD Board meeting and the August 26, 2024 Special Meeting.

2. Approve July Financial Report.

New Business: New items requested for consideration.

1. Consideration and action on a limited engagement letter with Messer Fort.

2. Hold a public hearing, consider and take action for a Targeted Improvement Grant application at 202B S. Main Street.

*****EXECUTIVE SESSION***** In accordance with Texas Government Code, Section 551.001, et seq., the Board will recess into Executive Session (closed meeting) to discuss the following:

1. Section 551.071 - Consultation with Attorney. The Aubrey Municipal Development District reserves the right to adjourn into closed session at any time during the course of this meeting to consult with its attorney regarding any of the matters listed on this document. The Aubrey Municipal Development District may conduct a private consultation with the City Attorney to seek advice about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State of Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

1. Engagement Letter with Messer Fort

2. Grand Prairie v. State – SB 2038 litigation

Section 551.087 - Deliberation regarding Economic Development Negotiations. The Aubrey Municipal Development District may convene in executive session to discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks to have locate, stay, or expand in or near the Board and with which the Board is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described above, including the following items:

1. Grant application for 202B S. Main Street

Motion to Recess into Executive Session.

Reconvene into Open Session: In accordance with Texas Government Code, Chapter 551, the Board will reconvene into Regular Session to consider and take appropriate action, if any, regarding any items discussed in Executive Session.

Future Agenda Requests: Council or Board Members, City Staff, and Citizens may request items to be included on future agendas. Discussion is limited to what the request is for, and if and when the item can be put on a future agenda.

-ADJOURN-

I, Jenny Hicks, City Secretary, certify that this Notice of Meeting was posted, per the Open Meetings Act, on the official bulletin board at the City Hall of the City of Aubrey, Texas and on the City's website at www.aubreytx.gov in accordance with Chapter 551, Texas Government Code, and shall remain posted until the meeting is adjourned.

I certify that the attached notice and agenda of items to be considered by the Aubrey Municipal Development District, Texas was removed by me from the official bulletin board of the City of Aubrey, Texas, 107 South Main St, Aubrey, Texas on the _________day of
______________________, 2024.

(The Municipal Development District reserves the right to adjourn into closed session at any time during the course of this meeting to consult with its attorney regarding any of the matters listed on this document, as authorized by Texas Government Code Section 551.071 Consultation with Attorney.)

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (940) 440-9343 for further information.

Municipal Development District Board Meeting
Staff Report
September 18, 2024

Agenda Item
Approve minutes of the August 13, 2024 MDD Board meeting and the August 26, 2024 Special Meeting.

Staff Contact
Christine Gossett, MDD Executive Director
cgossett@aubreytx.gov
940-440-9343

Summary
Attached are the minutes from the August 13 and August 26, 2024 MDD meetings.

Financial Summary
N/A

Staff Recommended Action
Approve

Staff Recommended Motion
Approve the minutes of the August 13th MDD Board Meeting and the August 26th Special Meeting.

Municipal Development District Board Meeting

Aubrey Municipal Development Building
205 S. Main St.
Aubrey, TX 76227
August 13, 2024
6:00 PM

Call to Order – Determine if Quorum is Present

President Drew called the meeting to order at 6:01 pm.

The following members were Present:

President - Holly Drew (Place 6)
Secretary - Mike Browning (Place 5)
Director Place 1 - Viki Dunn
Director Place 2 - Jesse Auer
Vice President Erin Bogar (Place 3)
Director Place 4 - Mark Arbenowske

Others Present:

Christine Gossett, Executive Director
Charles Kreidler, City Manager
Alicia Kreh, Attorney/TOASE (via Zoom)
Jason Claunch with Catalyst Group (via Zoom)

Absent: Director Place 7 - Tim Heitman

Invocation & Pledge of Allegiance:

Secretary Browning led the Pledge and Invocation

Community Announcements:

President Drew read the announcements for the following events with a correction to the original Chamber Luncheon date and location that was printed on the agenda:

- Correction made for the Aubrey 380 Area Chamber of Commerce Luncheon. It is August 21st, not the 14th at a location to be announced at 11:30 am
- Aubrey Business Resource Fair at Aubrey Area Library and Community Center, Wed., August 28th from 4:30 to 6:30 pm
- Peanut Festival Saturday, Oct. 5, 2024

Citizen Input: N/A

Consent Items:

1. Approve minutes of the July 9, 2024 meeting.

   Director Auer asked to pull the approval of the minutes off Consent agenda and made a correction on the attendance.

   Director Auer motioned to approve the July 9th minutes with the correction to show VP Erin Bogar was present during roll call.

   VP Bogar seconded the motion. All in Favor. Motion carried 6 to 0.

2. Approve June 2024 Financial Report.

   Director Auer motioned to approve the financials.

   Director Dunn seconded the motion. All in Favor. Motion carried 6 to 0.

New Business: New items requested for consideration.

Secretary Browning made a request to move up the discussion on the proposed budget due to a conflict he had needing to leave by 7:30 pm for work-related travel. No objections. The Strategic Plan item to #3 and the Budget item to #1.

1. Consider and Approve Adjustments to the Proposed 2024-25 FY Budget

   Staff presented the budget item changes being proposed since the last budget presentation. Board discussed the line item changes and the proposed market adjustment for the Executive Director's salary, as directed by City Council.

   Director Auer called for a motion to approve the Proposed 2024-25 Fiscal Year Budget with the Executive Director salary to be capped at $110,000. Director Dunn seconded the motion. The vote was 3 in Favor and 3 Opposed (Auer, Dunn, Arbenowske). Motion failed 3 to 3.

   Vice President Bogar made a motion to approve the Proposed 2024-25 Fiscal Year Budget with the modified Executive Director salary to be $110,000 plus a $5,000 car allowance and approve all other proposed budget item changes. Secretary Browning seconded the motion. The vote was 3 in Favor and 3 Opposed (Auer, Dunn, Arbenowske). Motion failed 3 to 3.

Secretary Browning motioned to approve the budget with the modified Executive Director salary to be $112,500 total, including the car allowance. Director Arbenowske seconded the motion. The vote was 4 in Favor and 2 Opposed (Auer, Dunn).
Motion carried 4 to 2.

2. Update from Construction and Building Sub-Committee.

   Director Browning report that the sub-committee will be holding a meeting soon.

Note: Alicia Kreh left the Zoom call at 7:26 pm. Director Browning left the meeting at 7:29 p.m.

3. Presentation on the Strategic Plan process and updates from Jason Claunch with the Catalyst Group.

   Jason Claunch with the Catalyst Group gave an update on the Strategic Plan and requested that the board provide input on the Goals document by commenting in the Word document and return it within 7 to 10 days.

Note: Secretary Browning rejoined the meeting via Zoom at approximately 7:35 p.m.

4. Discuss Smart Goals for MDD Program and/or the Executive Director.

   No discussion.

Staff Report:

Executive Director presented the July Staff Report and updates on the building lease, mural revision, Westwood Professional Services Agreement, social media and Placer AI reports. No action taken.

Future Agenda Requests:

Future Agenda Items requested: Construction Sub-Committee; Lease; Board officers and appointments; Goals; Budget

*****EXECUTIVE SESSION*****

Motion to Recess into Executive Session.

Director Auer motioned to close the Open Session and go into Executive Session at 8:48 p.m. Director Dunn seconded the motion. All in Favor. Motion carried 5 to 0.
Browning did not vote via Zoom.

Reconvene into Open Session:

Director Dunn motioned to reconvene into Open Session at 9:17p.m. and adjourn at 9:17 p.m.

Director Auer seconded the motion. All in Favor. Motion carried 5 to 0.

Browning did not vote via Zoom.

-ADJOURN-

Meeting adjourned at 9:17 p.m.

PASSED and APPROVED by the Aubrey Municipal Development District of the City of Aubrey, Texas this __ day of _____, 2024.

____

Holly Drew, President

ATTEST:

____

Mike Browning, Secretary

Municipal Development District Board Meeting

Aubrey Municipal Development Building
205 S. Main St.
Aubrey, TX 76227
August 26, 2024
6:00 PM

Call to Order - Determine if a Quorum is Present:

President Drew called the meeting to order at 6:01 pm.

The following members were Present:

President - Holly Drew (Place 6)
Secretary - Mike Browning (Place 5)
Director Place 1 - Viki Dunn
Director Place 2 - Jesse Auer
Vice President Erin Bogar (Place 3)
Director Place 4 - Mark Arbenowske
Director Place 7 - Tim Heitman

Others Present:

Christine Gossett, Executive Director
Charles Kreidler, City Manager
Brad Anderle, Attorney/TOASE (via Zoom)

Absent: Director Place 2 - Jesse Auer

Invocation & Pledge of Allegiance:

Secretary Browning led the Pledge and Invocation

Community Announcements: Items of community interest may include recognizing Citizens and Staff for outstanding contributions to the community, a reminder about an upcoming event that is organized or sponsored by the governing body, and announcements of an imminent threat to public safety that has arisen after the posting of this agenda.

- Aubrey Business Resource Fair at Aubrey Area Library and Community Center, Wed., August 28th from 4:30 to 6:30 pm

- Peanut Festival Saturday, Oct. 5, 2024

Citizen Input: N/A

New Business: New items requested for consideration.

1. Consideration and action on the proposed 2024-25 FY MDD Budget

   President Drew explained the City Council's rejection of the 2024-25 MDD Budget as proposed by the board and provided the provided the direction given from the City Council, which included providing a budget with the approved increase to Executive Director's salary.

   Director Heitman motioned to approve the budget as presented by staff in the Proposed 2024-25 Fiscal Year Budget.

   Vice President Bogar seconded the motion. The vote was 4 in Favor and 2 Opposed (Dunn & Arbenowske). Motion carried 4 to 2.

Future Agenda Requests: No future requests.

-ADJOURN-

Director Browning motioned to adjourn. Director Heitman seconded. All in Favor. No Opposed. Motion carried 6 to 0.

Meeting adjourned at 6:05 p.m.

PASSED and APPROVED by the Aubrey Municipal Development District of the City of Aubrey, Texas this __ day of _____, 2024.

____

Holly Drew, President

ATTEST:

____

Mike Browning, Secretary

Municipal Development District Board Meeting
Staff Report
September 18, 2024

Agenda Item
Approve July Financial Report.

Staff Contact
Mike English, Finance Director
menglish@aubreytx.gov
940-440-9343

Summary
The attached Aubrey MDD Financial Report is for July 2024.

Financial Summary
N/A

Staff Recommended Action
Approve

Staff Recommended Motion
Approve the Financial Report for July 2024.

BALANCE SHEET

AS OF: JULY 31ST, 2024

701-MDD

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
701-11-000-00	MDD Cash	811,209.97		
701-11-000-90	Investment Account	1,611,933.70		
701-11-013-37	Sales Tax Receivable	159,278.70		
701-12-015-00	Land	696,835.95		
701-12-015-10	Buildings and improvements	340,267.04		
701-12-017-00	Accumulated Depreciation	(43,317.00)		
			3,576,208.36	
	TOTAL ASSETS			3,576,208.36
				==============
LIABILITIES				
===========				
701-21-010-00	Accounts Payable Pooled	7,609.60		
	TOTAL LIABILITIES		7,609.60	
EQUITY				
======				
701-31-040-10	Fund Balance - MDD	2,735,356.60		
	TOTAL BEGINNING EQUITY	2,735,356.60		
	TOTAL REVENUE	1,031,595.54		
	TOTAL EXPENSES	198,353.38		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	833,242.16		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		3,568,598.76	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			3,576,208.36
				==============

FUND : 701-MDD TRANSACTION DATE: 7/01/2024 THRU 7/31/2024

DEPT : N/A ACCOUNTS: ALL

11-000-00 MDD Cash

BEGINNING BALANCE 904,061.69

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
7/08/24	7/08	B21651	Deposit 000000	02471	Transfer cash from funds to PY		JE# 005779		436.45CR	903,625.24
7/12/24	7/15	B21694	Deposit 000000	02485	MDD SALES TAX 2407		JE# 005793		90,213.58	993,838.82
7/23/24	7/23	B21751	Deposit 000000	02499	Transfer cash from funds to PY		JE# 005807		436.45CR	993,402.37
7/31/24	7/31	B21794	Deposit 000000	02508	2407 Due to Pooled		JE# 005816	000133	186,492.69CR	806,909.68
7/31/24	8/01	B21827	Interest000000	02513	INTEREST INCOME		JE# 005821		4,300.29	811,209.97

============= JULY ACTIVITY DB: 94,513.87 CR: 187,365.59CR 92,851.72CR

============= ACCOUNT TOTAL DB: 94,513.87 CR: 187,365.59CR

11-000-84 Claim on Cash MDD

BEGINNING BALANCE 172,232.85CR

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
7/05/24	7/05	A42066	TRANSFER	07288	701-901 A/P REIMBURSEMEN				618.52CR	172,851.37CR
7/08/24	7/08	B21638		02469	Admin Fee 2407		JE# 005777		1,250.00CR	174,101.37CR
7/08/24	7/08	B21651	Deposit 000000	02471	Transfer cash from funds to PY		JE# 005779		436.45	173,664.92CR
7/08/24	7/08	A42082	TRANSFER	07291	701-901 A/P REIMBURSEMEN				499.87CR	174,164.79CR
7/12/24	7/08	P00548	TRANSFER	00275	PR 6/22/24 - 7/05/24				2,961.31CR	177,126.10CR
7/12/24	7/08	B21652	Misc 000000	02470	Self Insurance		JE# 005778		436.45CR	177,562.55CR
7/12/24	7/08	A42083	TRANSFER	07291	701-901 A/P REIMBURSEMEN				275.00CR	177,837.55CR
7/16/24	7/16	B21717	Deposit 000000	02493	MISC DEPOSIT		JE# 005801		1,500.00	176,337.55CR
7/17/24	7/17	A42207	TRANSFER	07310	701-901 A/P REIMBURSEMEN				77.46CR	176,415.01CR
7/18/24	7/16	A42099	TRANSFER	07307	701-901 A/P REIMBURSEMEN				82.91CR	176,497.92CR
7/23/24	7/23	B21751	Deposit 000000	02499	Transfer cash from funds to PY		JE# 005807		436.45	176,061.47CR
7/25/24	7/25	A42303	TRANSFER	07326	701-901 A/P REIMBURSEMEN				400.00CR	176,461.47CR
7/26/24	7/23	P00550	TRANSFER	00276	PR 7/06/24 - 7/19/24				2,961.31CR	179,422.78CR
7/26/24	7/23	B21752	Misc 000000	02498	Self Insurance		JE# 005806		436.45CR	179,859.23CR
7/26/24	7/23	A42227	TRANSFER	07316	701-901 A/P REIMBURSEMEN				774.87CR	180,634.10CR
7/26/24	7/23	A42237	TRANSFER	07320	701-901 A/P REIMBURSEMEN				1,990.38CR	182,624.48CR
7/31/24	7/31	B21794	Deposit 000000	02508	2407 Due to Pooled		JE# 005816	000133	186,492.69	3,868.21
7/31/24	7/17	A42213	TRANSFER	07295	701-901 A/P REIMBURSEMEN				3,868.21CR	0.00

============= JULY ACTIVITY DB: 188,865.59 CR: 16,632.74CR 172,232.85

============= ACCOUNT TOTAL DB: 188,865.59 CR: 16,632.74CR

11-000-90 Investment Account

BEGINNING BALANCE 1,604,570.45

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
7/31/24	8/01	B21827	Interest000000	02513	INTEREST INCOME		JE# 005821		7,363.25	1,611,933.70

============= JULY ACTIVITY DB: 7,363.25 CR: 0.00 7,363.25

============= ACCOUNT TOTAL DB: 7,363.25 CR: 0.00

POST DATE TRAN # REFERENCE PACKET======DESCRIPTION======= VEND INV/JE # NOTE =====AMOUNT==== ====BALANCE====

11-013-37 Sales Tax Receivable
B E G I N N I N G B A L A N C E 159,278.70

11-088-41 EDC cash
B E G I N N I N G B A L A N C E 0.00

12-015-00 Land
B E G I N N I N G B A L A N C E 696,835.95

12-015-10 Buildings and improvements
B E G I N N I N G B A L A N C E 340,267.04

12-017-00 Accumulated Depreciation
B E G I N N I N G B A L A N C E 43,317.00CR

13-000-00 Due from other funds
B E G I N N I N G B A L A N C E 0.00

21-010-00 Accounts Payable Pooled
B E G I N N I N G B A L A N C E 638.03CR

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/JE #	NOTE	AMOUNT	BALANCE
7/01/24	7/05	A41986	CHK: 013832	07283	INTEGRITY FACILITY SOLUT	0187	620256		349.00CR	987.03CR
7/01/24	7/05	A41989	CHK: 013844	07283	TML-IRP	0272	Q3 2024		256.53CR	1,243.56CR
7/03/24	8/01	A42347	CHK: 013933	07330	TAYLOR, OLSON, ADKINS, S	0775	STATEMENT NO. 23		2,561.00CR	3,804.56CR
7/05/24	7/05	A42066	TRANSFER	07288	701-901 A/P REIMBURSEMEN				618.52	3,186.04CR
7/08/24	7/08	A42073	DFT: 002382	07291	Federal W/H Payable	0116	T1 202407081712		389.05CR	3,575.09CR
7/08/24	7/08	A42073	DFT: 002382	07291	Medicare Payable	0116	T4 202407081712		110.82CR	3,685.91CR
7/08/24	7/08	A42082	TRANSFER	07291	701-901 A/P REIMBURSEMEN				499.87	3,186.04CR
7/12/24	7/08	A42075	DFT: 002384	07291	457 Withholding	0554	ICM202407081712		275.00CR	3,461.04CR
7/12/24	7/23	A42228	DFT: 002401	07318	HSA Contributions	0117	HSA202407081712		825.00CR	4,286.04CR
7/12/24	7/23	A42230	DFT: 002402	07318	TMRS Payable	0273	TMR202407081712		545.19CR	4,831.23CR
7/12/24	7/08	A42083	TRANSFER	07291	701-901 A/P REIMBURSEMEN				275.00	4,556.23CR
7/16/24	7/25	A42276	CHK: 013895	07311	JUSTINE WOLLASTON	1235	JULY 2024		400.00CR	4,956.23CR
7/17/24	7/17	A42207	TRANSFER	07310	701-901 A/P REIMBURSEMEN				77.46	4,878.77CR
7/18/24	7/16	A42096	DFT: 002390	07307	ATMOS ENERGY	0126	3064561863-2406		82.91CR	4,961.68CR
7/18/24	7/16	A42099	TRANSFER	07307	701-901 A/P REIMBURSEMEN				82.91	4,878.77CR
7/25/24	8/01	A42367	CHK: 013923	07330	DUNAWAY ASSOCIATES LLC	1212	72205		4,425.00CR	9,303.77CR
7/25/24	7/25	A42303	TRANSFER	07326	701-901 A/P REIMBURSEMEN				400.00	8,903.77CR
7/26/24	7/23	A42221	DFT: 002396	07316	Federal W/H Payable	0116	T1 202407231715		389.05CR	9,292.82CR
7/26/24	7/23	A42221	DFT: 002396	07316	Medicare Payable	0116	T4 202407231715		110.82CR	9,403.64CR
7/26/24	7/23	A42223	DFT: 002398	07316	457 Withholding	0554	ICM202407231715		275.00CR	9,678.64CR
7/26/24	7/23	A42229	DFT: 002401	07318	HSA Contributions	0117	HSA202407231715		75.00CR	9,753.64CR

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/JE #	NOTE	=====AMOUNT====	====BALANCE====
7/26/24	7/23	A42231	DFT: 002402	07318 TMRS Payable	0273	TMR202407231715		545.19CR	10,298.83CR
7/26/24	7/23	A42227	TRANSFER	07316 701-901 A/P REIMBURSEMEN				774.87	9,523.96CR
7/26/24	7/23	A42237	TRANSFER	07320 701-901 A/P REIMBURSEMEN				1,990.38	7,533.58CR
7/31/24	7/17	A42208	DFT: 002392	07295 JPMORGAN CHASE BANK	0556	2024/06		3,868.21CR	11,401.79CR
7/31/24	8/15	A42609	CHK: 014023	07367 VERIZON WIRELESS	0277	9970415437		76.02CR	11,477.81CR
7/31/24	7/17	A42213	TRANSFER	07295 701-901 A/P REIMBURSEMEN				3,868.21	7,609.60CR

============= JULY ACTIVITY DB: 8,587.22 CR: 15,558.79CR 6,971.57CR

============= ACCOUNT TOTAL DB: 8,587.22 CR: 15,558.79CR

21-010-12 Accounts Payable -MDD

B E G I N N I N G B A L A N C E 0.00

21-021-01 Payroll tax liabilities

B E G I N N I N G B A L A N C E 0.00

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/JE #	NOTE	=====AMOUNT====	====BALANCE====
7/08/24	7/08	A42073	DFT: 002382	07291 Federal W/H Payable	0116	T1 202407081712		389.05	389.05
7/08/24	7/08	A42073	DFT: 002382	07291 Medicare Payable	0116	T4 202407081712		55.41	444.46
7/12/24	7/08	P00548	FEDWH	00275 PR 6/22/24 - 7/05/24				389.05CR	55.41
7/12/24	7/08	P00548	MEDIC	00275 PR 6/22/24 - 7/05/24				55.41CR	0.00
7/26/24	7/23	P00550	FEDWH	00276 PR 7/06/24 - 7/19/24				389.05CR	389.05CR
7/26/24	7/23	P00550	MEDIC	00276 PR 7/06/24 - 7/19/24				55.41CR	444.46CR
7/26/24	7/23	A42221	DFT: 002396	07316 Federal W/H Payable	0116	T1 202407231715		389.05	55.41CR
7/26/24	7/23	A42221	DFT: 002396	07316 Medicare Payable	0116	T4 202407231715		55.41	0.00

============= JULY ACTIVITY DB: 888.92 CR: 888.92CR 0.00

============= ACCOUNT TOTAL DB: 888.92 CR: 888.92CR

21-021-08 MDD HSA Bank

B E G I N N I N G B A L A N C E 0.00

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/JE #	NOTE	=====AMOUNT====	====BALANCE====
7/12/24	7/08	P00548	HSA	00275 PR 6/22/24 - 7/05/24				75.00CR	75.00CR
7/12/24	7/23	A42228	DFT: 002401	07318 HSA Contributions	0117	HSA202407081712		75.00	0.00
7/26/24	7/23	P00550	HSA	00276 PR 7/06/24 - 7/19/24				75.00CR	75.00CR
7/26/24	7/23	A42229	DFT: 002401	07318 HSA Contributions	0117	HSA202407231715		75.00	0.00

============= JULY ACTIVITY DB: 150.00 CR: 150.00CR 0.00

============= ACCOUNT TOTAL DB: 150.00 CR: 150.00CR

21-021-09 Deferred Comp - 457

B E G I N N I N G B A L A N C E 0.00

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/JE #	NOTE	=====AMOUNT====	====BALANCE====
7/12/24	7/08	P00548	ICMA	00275 PR 6/22/24 - 7/05/24				275.00CR	275.00CR
7/12/24	7/08	A42075	DFT: 002384	07291 457 Withholding	0554	ICM202407081712		275.00	0.00
7/26/24	7/23	P00550	ICMA	00276 PR 7/06/24 - 7/19/24				275.00CR	275.00CR

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 POST    DATE TRAN #  REFERENCE    PACKET======DESCRIPTION=======  VEND  INV/JE #          NOTE  =====AMOUNT====  ====BALANCE====

7/26/24  7/23 A42223 DFT: 002398     07316 457 Withholding         0554   ICM202407231715                 275.00            0.00
                     =============  JULY ACTIVITY      DB:        550.00  CR:         550.00CR             0.00

                     =============  ACCOUNT TOTAL      DB:        550.00  CR:         550.00CR
--------------------------------------------------------------------------------------------------------------------------------
    21-022-10        Wages Payable
                              B E G I N N I N G   B A L A N C E                                                          0.00

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    21-023-00        MDD Fund TMRS due to state
                              B E G I N N I N G   B A L A N C E                                                          0.00

7/12/24  7/08 P00548 TMR             00275 PR 6/22/24 - 7/05/24                                           282.69CR       282.69CR
7/12/24  7/23 A42230 DFT: 002402     07318 TMRS Payable            0273   TMR202407081712                 282.69            0.00
7/26/24  7/23 P00550 TMR             00276 PR 7/06/24 - 7/19/24                                           282.69CR       282.69CR
7/26/24  7/23 A42231 DFT: 002402     07318 TMRS Payable            0273   TMR202407231715                 282.69            0.00
                     =============  JULY ACTIVITY      DB:        565.38  CR:         565.38CR             0.00

                     =============  ACCOUNT TOTAL      DB:        565.38  CR:         565.38CR
--------------------------------------------------------------------------------------------------------------------------------
    23-000-00        Due to other funds
                              B E G I N N I N G   B A L A N C E                                                          0.00

--------------------------------------------------------------------------------------------------------------------------------
    23-100-00        Due to other funds
                              B E G I N N I N G   B A L A N C E                                                          0.00

--------------------------------------------------------------------------------------------------------------------------------
    31-000-00        Fund Balance - EDC
                              B E G I N N I N G   B A L A N C E                                                          0.00

--------------------------------------------------------------------------------------------------------------------------------
    31-040-10        Fund Balance - MDD
                              B E G I N N I N G   B A L A N C E                                                  2,735,356.60CR

--------------------------------------------------------------------------------------------------------------------------------
    4000-02-4130     Sales Taxes
                              B E G I N N I N G   B A L A N C E                                                    810,897.62CR

7/12/24  7/15 B21694 Deposit 000000  02485 MDD SALES TAX 2407             JE# 005793                   90,213.58CR    901,111.20CR
                     =============  JULY ACTIVITY      DB:          0.00  CR:      90,213.58CR        90,213.58CR

                     =============  ACCOUNT TOTAL      DB:          0.00  CR:      90,213.58CR
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POST    DATE TRAN #  REFERENCE    PACKET======DESCRIPTION=======  VEND  INV/JE #         NOTE  =====AMOUNT====  ====BALANCE====

    4000-03-4737      TCF - business expension
                               B E G I N N I N G   B A L A N C E                                                        0.00

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    4000-09-4500      Interest Income
                               B E G I N N I N G   B A L A N C E                                                  110,637.02CR

7/31/24  8/01 B21827 Interest000000  02513 INTEREST INCOME               JE# 005821                 4,300.29CR   114,937.31CR
7/31/24  8/01 B21827 Interest000000  02513 INTEREST INCOME               JE# 005821                 7,363.25CR   122,300.56CR
                     =============  JULY ACTIVITY      DB:          0.00  CR:      11,663.54CR        11,663.54CR

                     =============  ACCOUNT TOTAL      DB:          0.00  CR:      11,663.54CR
--------------------------------------------------------------------------------------------------------------------------------
    4000-09-4550      Proceeds for Property Purchase
                               B E G I N N I N G   B A L A N C E                                                    3,828.94CR

--------------------------------------------------------------------------------------------------------------------------------
    4000-09-4730      Property Rental Income
                               B E G I N N I N G   B A L A N C E                                                    2,854.84CR

7/16/24  7/16 B21717 80922           02493 EAGLE AUTO 2407               JE# 005801                 1,500.00CR     4,354.84CR
                     =============  JULY ACTIVITY      DB:          0.00  CR:       1,500.00CR         1,500.00CR

                     =============  ACCOUNT TOTAL      DB:          0.00  CR:       1,500.00CR
--------------------------------------------------------------------------------------------------------------------------------
    4000-99-4090      Unallocated Fund balance
                               B E G I N N I N G   B A L A N C E                                                        0.00

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DEPT: 5176     MDD

    5176-01-5101      Salaries
                               B E G I N N I N G   B A L A N C E                                                   70,706.11

7/12/24  7/08 P00548 PYEXP           00275 PR 6/22/24 - 7/05/24                                     4,038.46       74,744.57
7/26/24  7/23 P00550 PYEXP           00276 PR 7/06/24 - 7/19/24                                     4,038.46       78,783.03
                     =============  JULY ACTIVITY      DB:      8,076.92  CR:           0.00         8,076.92

                     =============  ACCOUNT TOTAL      DB:      8,076.92  CR:           0.00
--------------------------------------------------------------------------------------------------------------------------------
    5176-01-5105      Overtime
                               B E G I N N I N G   B A L A N C E                                                        0.00

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 POST     DATE TRAN #   REFERENCE    PACKET======DESCRIPTION=======  VEND  INV/JE #          NOTE  =====AMOUNT====  ====BALANCE====

    5176-01-5106      Longevity
                               B E G I N N I N G    B A L A N C E                                                            0.00

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    5176-01-5107      TMRS Contribution
                               B E G I N N I N G    B A L A N C E                                                        4,595.89

7/12/24  7/23 A42230 DFT: 002402     07318 TMRS Payable            0273   TMR202407081712                   262.50        4,858.39
7/26/24  7/23 A42231 DFT: 002402     07318 TMRS Payable            0273   TMR202407231715                   262.50        5,120.89
                     =============  JULY ACTIVITY      DB:        525.00   CR:            0.00             525.00

                     =============  ACCOUNT TOTAL      DB:        525.00   CR:            0.00
-------------------------------------------------------------------------------------------------------------------------------------
    5176-01-5108      Payroll Tax Expense (medicare)
                               B E G I N N I N G    B A L A N C E                                                          945.16

7/08/24  7/08 A42073 DFT: 002382     07291 Medicare Payable        0116   T4 202407081712                    55.41        1,000.57
7/26/24  7/23 A42221 DFT: 002396     07316 Medicare Payable        0116   T4 202407231715                    55.41        1,055.98
                     =============  JULY ACTIVITY      DB:        110.82   CR:            0.00             110.82

                     =============  ACCOUNT TOTAL      DB:        110.82   CR:            0.00
-------------------------------------------------------------------------------------------------------------------------------------
    5176-01-5109      Group Health Insurance
                               B E G I N N I N G    B A L A N C E                                                        8,581.10

7/12/24  7/08 B21652 Self Ins        02470 Self Insurance                 JE# 005778                        436.45        9,017.55
7/12/24  7/23 A42228 DFT: 002401     07318 HSA Contributions       0117   HSA202407081712                   750.00        9,767.55
7/26/24  7/23 B21752 Self Ins        02498 Self Insurance                 JE# 005806                        436.45       10,204.00
                     =============  JULY ACTIVITY      DB:      1,622.90   CR:            0.00           1,622.90

                     =============  ACCOUNT TOTAL      DB:      1,622.90   CR:            0.00
-------------------------------------------------------------------------------------------------------------------------------------
    5176-01-5110      Workmens Comp TML
                               B E G I N N I N G    B A L A N C E                                                          139.02

7/01/24  7/05 A41989 CHK: 013844     07283 TML-IRP                 0272   Q3 2024                            46.35          185.37
                     =============  JULY ACTIVITY      DB:         46.35   CR:            0.00              46.35

                     =============  ACCOUNT TOTAL      DB:         46.35   CR:            0.00
-------------------------------------------------------------------------------------------------------------------------------------
    5176-01-5621      Travel/training
                               B E G I N N I N G    B A L A N C E                                                        9,697.77

7/31/24  7/17 A42208 DFT: 002392     07295 BUC-EE'S-TRAVEL/TRAINING 0556  2024/06                            15.44        9,713.21
7/31/24  7/17 A42208 DFT: 002392     07295 BUC-EE'S-TRAVEL/TRAINING 0556  2024/06                             8.41        9,721.62
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POST     DATE TRAN #  REFERENCE    PACKET======DESCRIPTION=======  VEND  INV/JE #         NOTE  =====AMOUNT====  ====BALANCE====

7/31/24  7/17 A42208 DFT: 002392    07295 FRANCE MEDIA-DWF ICSC DE 0556   2024/06                          175.00         9,896.62
7/31/24  7/17 A42208 DFT: 002392    07295 TEDC-TEDC CERT COURSE FE 0556   2024/06                          150.00        10,046.62
7/31/24  7/17 A42208 DFT: 002392    07295 MARGARITAVILLE-TEDC HOTE 0556   2024/06                          294.07        10,340.69
7/31/24  7/17 A42208 DFT: 002392    07295 UPPER PARK-LUNCH MEETING 0556   2024/06                           44.18        10,384.87
7/31/24  7/17 A42208 DFT: 002392    07295 UPPER PARK-LUNCH MEETING 0556   2024/06                           21.30        10,406.17
7/31/24  7/17 A42208 DFT: 002392    07295 BUC-EE'S-TRAVEL/TRAINING 0556   2024/06                           40.93        10,447.10
                     =============  JULY ACTIVITY      DB:        749.33   CR:           0.00             749.33

                     =============  ACCOUNT TOTAL      DB:        749.33   CR:           0.00
------------------------------------------------------------------------------------------------------------------------------
     5176-02-5737      CDBG grant match
                              B E G I N N I N G   B A L A N C E                                                        0.00

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     5176-03-5050      Office Supplies
                              B E G I N N I N G   B A L A N C E                                                    2,626.09

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     5176-03-5060      Promotional Materials
                              B E G I N N I N G   B A L A N C E                                                    3,182.48

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     5176-04-5120      Building Maintenance
                              B E G I N N I N G   B A L A N C E                                                   12,206.04

7/01/24  7/05 A41986 CHK: 013832    07283 INTEGRITY FACILITY SOLUT 0187   620256                           349.00        12,555.04
7/18/24  7/16 A42096 DFT: 002390    07307 ATMOS ENERGY             0126   3064561863-2406                   82.91        12,637.95
7/31/24  7/17 A42208 DFT: 002392    07295 D&L FARM & HOME-PLANTER  0556   2024/06                           43.89        12,681.84
                     =============  JULY ACTIVITY      DB:        475.80   CR:           0.00             475.80

                     =============  ACCOUNT TOTAL      DB:        475.80   CR:           0.00
------------------------------------------------------------------------------------------------------------------------------
     5176-05-5616      Utilities - Electricity
                              B E G I N N I N G   B A L A N C E                                                        0.00

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     5176-05-5618      Telephone
                              B E G I N N I N G   B A L A N C E                                                      592.60

7/31/24  8/15 A42609 CHK: 014023    07367 VERIZON WIRELESS         0277   9970415437                        76.02           668.62
                     =============  JULY ACTIVITY      DB:         76.02   CR:           0.00              76.02

                     =============  ACCOUNT TOTAL      DB:         76.02   CR:           0.00
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POST    DATE TRAN #  REFERENCE    PACKET======DESCRIPTION=======  VEND  INV/JE #          NOTE  =====AMOUNT====  ====BALANCE====

     5176-05-5619     Utilities - Water/Sewer
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-5060     Election Services
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-5240     Drug screening/background chec
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-5620     Legal & Professional
                               B E G I N N I N G   B A L A N C E                                                      13,916.58

 7/03/24  8/01 A42347 CHK: 013933     07330 TAYLOR, OLSON, ADKINS, S 0775   STATEMENT NO. 23              2,561.00      16,477.58
                    =============  JULY ACTIVITY      DB:      2,561.00   CR:            0.00             2,561.00

                    =============  ACCOUNT TOTAL      DB:      2,561.00   CR:            0.00
-----------------------------------------------------------------------------------------------------------------------------------
     5176-06-5724     Water/Sewer Impact Fee Study
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-5764     Special Services
                               B E G I N N I N G   B A L A N C E                                                           0.00

 7/16/24  7/25 A42276 CHK: 013895     07311 JUSTINE WOLLASTON       1235   JULY 2024                        400.00         400.00
                    =============  JULY ACTIVITY      DB:        400.00   CR:            0.00               400.00

                    =============  ACCOUNT TOTAL      DB:        400.00   CR:            0.00
-----------------------------------------------------------------------------------------------------------------------------------
     5176-06-5765     Thoroughfare PlanTraffic Count
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-7860     Downtown Master Plan
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-7861     Comprehensive Plan
                               B E G I N N I N G   B A L A N C E                                                           0.00

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     5176-06-7862     Maps
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POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/JE #	NOTE	=====AMOUNT====	====BALANCE====
				B E G I N N I N G B A L A N C E					351.36
5176-06-7863			Strategic Plan						
				B E G I N N I N G B A L A N C E					3,577.50
7/25/24	8/01	A42367	CHK: 013923	07330 DUNAWAY ASSOCIATES LLC	1212	72205		4,425.00	8,002.50
			=============	JULY ACTIVITY DB: 4,425.00		CR: 0.00		4,425.00	
			=============	ACCOUNT TOTAL DB: 4,425.00		CR: 0.00			
5176-07-5150			Printing						
				B E G I N N I N G B A L A N C E					0.00
5176-07-5190			Insurance - TML						
				B E G I N N I N G B A L A N C E					612.37
7/01/24	7/05	A41989	CHK: 013844	07283 TML-IRP	0272	Q3 2024		210.18	822.55
			=============	JULY ACTIVITY DB: 210.18		CR: 0.00		210.18	
			=============	ACCOUNT TOTAL DB: 210.18		CR: 0.00			
5176-07-5260			Dues & Memberships						
				B E G I N N I N G B A L A N C E					10,125.00
7/31/24	7/17	A42208	DFT: 002392	07295 TEXAS DOWNTOWN-MEMBERSHI	0556	2024/06		350.00	10,475.00
7/31/24	7/17	A42208	DFT: 002392	07295 TEDC-DUES/SUBSCRIPTION	0556	2024/06		550.00	11,025.00
			=============	JULY ACTIVITY DB: 900.00		CR: 0.00		900.00	
			=============	ACCOUNT TOTAL DB: 900.00		CR: 0.00			
5176-07-5280			Copier Maintenance Contract						
				B E G I N N I N G B A L A N C E					0.00
5176-07-5665			Technology/Promotional Video						
				B E G I N N I N G B A L A N C E					18,224.90
7/31/24	7/17	A42208	DFT: 002392	07295 CANVA-TECH/PROMOTIONAL	0556	2024/06		14.99	18,239.89
7/31/24	7/17	A42208	DFT: 002392	07295 MCDORMAN SIGNS-MONTHLY H	0556	2024/06		100.00	18,339.89
			=============	JULY ACTIVITY DB: 114.99		CR: 0.00		114.99	
			=============	ACCOUNT TOTAL DB: 114.99		CR: 0.00			

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/JE #	NOTE	=====AMOUNT====	====BALANCE====
5176-07-5667			Marketing and Advertising						
				B E G I N N I N G B A L A N C E					3,419.10
7/31/24	7/17	A42208	DFT: 002392	07295 CITY LIFESTYLE-MARKETING	0556	2024/06		1,485.00	4,904.10
7/31/24	7/17	A42208	DFT: 002392	07295 MCDORMAN SIGNS-WEB UPDAT	0556	2024/06		575.00	5,479.10
			=============	JULY ACTIVITY DB: 2,060.00		CR:	0.00	2,060.00	
			=============	ACCOUNT TOTAL DB: 2,060.00		CR:	0.00		
5176-07-5763			Chamber of Commerce						
				B E G I N N I N G B A L A N C E					0.00
5176-09-5131			Meetings Meals						
				B E G I N N I N G B A L A N C E					0.00
5176-09-5133			Marketing & Promotions						
				B E G I N N I N G B A L A N C E					0.00
5176-09-5140			Miscellaneous						
				B E G I N N I N G B A L A N C E					0.00
5176-09-5630			Property Purchase						
				B E G I N N I N G B A L A N C E					0.00
5176-09-5790			Keep Aubrey Beautiful						
				B E G I N N I N G B A L A N C E					0.00
5176-16-5764			Contract Labor-consultant						
				B E G I N N I N G B A L A N C E					0.00
5176-99-4091			Administrative fee						
				B E G I N N I N G B A L A N C E					11,250.00
7/08/24	7/08	B21638		02469 Admin Fee 2407		JE# 005777		1,250.00	12,500.00
			=============	JULY ACTIVITY DB: 1,250.00		CR:	0.00	1,250.00	
			=============	ACCOUNT TOTAL DB: 1,250.00		CR:	0.00		

POST DATE TRAN # REFERENCE PACKET======DESCRIPTION======= VEND INV/JE # NOTE =====AMOUNT==== ====BALANCE====

5176-99-5700 Grant Match
B E G I N N I N G B A L A N C E 0.00

5176-99-5710 Business Survival Program
B E G I N N I N G B A L A N C E 0.00

5176-99-5750 Economic Incentives
B E G I N N I N G B A L A N C E 0.00

5176-99-5762 Contingency
B E G I N N I N G B A L A N C E 0.00

5176-99-5800 Municipal Projects
B E G I N N I N G B A L A N C E 0.00

5176-99-9900 Depreciation
B E G I N N I N G B A L A N C E 0.00

--*-*-*-*-*-*-*-*-*-*-*- 000 ERRORS IN THIS REPORT! *-*-*-*-*-*-*-*-*-*-*-*-*-*

** REPORT TOTALS **	--- DEBITS ---	--- CREDITS ---
BEGINNING BALANCES:	3,879,762.90	3,879,762.90CR
REPORTED ACTIVITY:	325,088.54	325,088.54CR
ENDING BALANCES:	4,204,851.44	4,204,851.44CR
TOTAL FUND ENDING BALANCE:	0.00	

SELECTION CRITERIA

FISCAL YEAR: Oct-2023 / Sep-2024
FUND: Include: 701
TRANSACTION DATES: 7/01/2024 THRU 7/31/2024
TRANSACTIONS: BOTH

ACCOUNT SELECTION

ACCOUNT RANGE: THRU ZZZZZZZZZZZZZZZ
DEPARTMENT RANGE: - THRU -
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
INCLUDE RESTRICTED ACCOUNTS: NO
DIGIT SELECTION:

PRINT OPTIONS DETAIL

OMIT ACCOUNTS WITH NO ACTIVITY: NO
PRINT ENCUMBRANCES: NO
PRINT VENDOR NAME: NO
PRINT PROJECTS: NO
PRINT JOURNAL ENTRY NOTES: NO
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE #
PAGE BREAK BY: NONE

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2024

701-MDD

FINANCIAL SUMMARY % OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
GENERAL REVENUE						
Taxes	940,000	90,213.58	901,111.20	0.00	38,888.80	95.86
Miscellaneous	145,010	13,163.54	130,484.34	0.00	14,525.66	89.98
TOTAL GENERAL REVENUE	1,085,010	103,377.12	1,031,595.54	0.00	53,414.46	95.08
TOTAL REVENUE	1,085,010	103,377.12	1,031,595.54	0.00	53,414.46	95.08
EXPENSE SUMMARY						
MDD						
Personnel	138,465	11,131.32	105,796.37	0.00	32,668.63	76.41
Materials & Supplies	8,500	0.00	5,808.57	0.00	2,691.43	68.34
Repairs & Maintenance	20,000	475.80	12,681.84	0.00	7,318.16	63.41
Utilities	595	76.02	668.62	0.00	(73.62)	112.37
Contract Services	148,200	7,386.00	25,231.44	0.00	122,968.56	17.03
Fees & Other Services	51,850	3,285.17	35,666.54	0.00	16,183.46	68.79
Contingency/FB	215,000	1,250.00	12,500.00	0.00	202,500.00	5.81
TOTAL MDD	582,610	23,604.31	198,353.38	0.00	384,256.62	34.05
TOTAL EXPENSES	582,610	23,604.31	198,353.38	0.00	384,256.62	34.05
REVENUE OVER/(UNDER) EXPENSES	502,400	79,772.81	833,242.16	0.00	(330,842.16)	165.85

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2024

701-MDD

% OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Taxes						
701-4000-02-4130 Sales Taxes	940,000	90,213.58	901,111.20	0.00	38,888.80	95.86
TOTAL Taxes	940,000	90,213.58	901,111.20	0.00	38,888.80	95.86
Grants						
Miscellaneous						
701-4000-09-4500 Interest Income	145,000	11,663.54	122,300.56	0.00	22,699.44	84.35
701-4000-09-4550 Proceeds for Property P	0	0.00	3,828.94	0.00	(3,828.94)	0.00
701-4000-09-4730 Property Rental Income	10	1,500.00	4,354.84	0.00	(4,344.84)	3,548.40
TOTAL Miscellaneous	145,010	13,163.54	130,484.34	0.00	14,525.66	89.98
Contingency/FB						
TOTAL REVENUE	1,085,010	103,377.12	1,031,595.54	0.00	53,414.46	95.08

701-MDD

% OF YEAR COMPLETED: 83.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
MDD						
===						
Personnel						
701-5176-01-5101 Salaries	105,000	8,076.92	78,783.03	0.00	26,216.97	75.03
701-5176-01-5106 Longevity	50	0.00	0.00	0.00	50.00	0.00
701-5176-01-5107 TMRS Contribution	6,828	525.00	5,120.89	0.00	1,707.11	75.00
701-5176-01-5108 Payroll Tax Expense (me	1,523	110.82	1,055.98	0.00	467.02	69.34
701-5176-01-5109 Group Health Insurance	9,864	1,622.90	10,204.00	0.00	(340.00)	103.45
701-5176-01-5110 Workmens Comp TML	200	46.35	185.37	0.00	14.63	92.69
701-5176-01-5621 Travel/training	15,000	749.33	10,447.10	0.00	4,552.90	69.65
TOTAL Personnel	138,465	11,131.32	105,796.37	0.00	32,668.63	76.41
Capital						
Materials & Supplies						
701-5176-03-5050 Office Supplies	3,500	0.00	2,626.09	0.00	873.91	75.03
701-5176-03-5060 Promotional Materials	5,000	0.00	3,182.48	0.00	1,817.52	63.65
TOTAL Materials & Supplies	8,500	0.00	5,808.57	0.00	2,691.43	68.34
Repairs & Maintenance						
701-5176-04-5120 Building Maintenance	20,000	475.80	12,681.84	0.00	7,318.16	63.41
TOTAL Repairs & Maintenance	20,000	475.80	12,681.84	0.00	7,318.16	63.41
Utilities						
701-5176-05-5618 Telephone	595	76.02	668.62	0.00	(73.62)	112.37
TOTAL Utilities	595	76.02	668.62	0.00	(73.62)	112.37
Contract Services						
701-5176-06-5240 Drug screening/backgrou	200	0.00	0.00	0.00	200.00	0.00
701-5176-06-5620 Legal & Professional	40,000	2,561.00	16,477.58	0.00	23,522.42	41.19
701-5176-06-5764 Special Services	3,000	400.00	400.00	0.00	2,600.00	13.33
701-5176-06-7862 Maps	5,000	0.00	351.36	0.00	4,648.64	7.03
701-5176-06-7863 Strategic Plan	100,000	4,425.00	8,002.50	0.00	91,997.50	8.00
TOTAL Contract Services	148,200	7,386.00	25,231.44	0.00	122,968.56	17.03
Fees & Other Services						
701-5176-07-5190 Insurance - TML	850	210.18	822.55	0.00	27.45	96.77
701-5176-07-5260 Dues & Memberships	13,000	900.00	11,025.00	0.00	1,975.00	84.81
701-5176-07-5665 Technology/Promotional	25,000	114.99	18,339.89	0.00	6,660.11	73.36
701-5176-07-5667 Marketing and Advertisi	13,000	2,060.00	5,479.10	0.00	7,520.90	42.15
TOTAL Fees & Other Services	51,850	3,285.17	35,666.54	0.00	16,183.46	68.79
Miscellaneous						
Contingency/FB						
701-5176-99-4091 Administrative fee	15,000	1,250.00	12,500.00	0.00	2,500.00	83.33
701-5176-99-5700 Grant Match	50,000	0.00	0.00	0.00	50,000.00	0.00

701-MDD

% OF YEAR COMPLETED: 83.33

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
701-5176-99-5750 Economic Incentives	150,000	0.00	0.00	0.00	150,000.00	0.00
TOTAL Contingency/FB	215,000	1,250.00	12,500.00	0.00	202,500.00	5.81
TOTAL MDD	582,610	23,604.31	198,353.38	0.00	384,256.62	34.05
TOTAL EXPENSES	582,610	23,604.31	198,353.38	0.00	384,256.62	34.05
REVENUE OVER/(UNDER) EXPENSES	502,400	79,772.81	833,242.16	0.00	(330,842.16)	165.85

Municipal Development District Board Meeting
Staff Report
September 18, 2024

Agenda Item
Consideration and action on a limited engagement letter with Messer Fort.

Staff Contact
Christine Gossett, MDD Executive Director
cgossett@aubreytx.gov
940-440-9343

Summary
Staff recommends going into Executive Session to discuss with counsel the limited letter of engagement with Messer Fort prior to consideration and action.

Financial Summary
N/A

Staff Recommended Action
Approve

Staff Recommended Motion
Motion to approve the limited letter of engagement with Messer Fort

Municipal Development District Board Meeting
Staff Report
September 18, 2024

Agenda Item
Hold a public hearing, consider and take action for a Targeted Improvement Grant application at 202B S. Main Street.

Staff Contact
Christine Gossett, MDD Executive Director
cgossett@aubreytx.gov
940-440-9343

Summary
The applicant at 202B S. Main Street is requesting a Targeted Improvement Grant for interior and exterior improvements for the maximum allowed matching funds. The grant request is for $33,246.55. The grant program allows the Board to consider applications above the $30,000 maximum and make determinations on a case by case basis.

The applicant has supplied detailed drawings and other required paperwork for the grant application, as well as a detailed project and grant budget. The applicant has had pre-construction meetings with the MDD and City staff to review what is required, and they are applying for the other required City permits, including the SUP. This grant meets the requirements and eligible items as stated in the Targeted Improvement Policy.

The building has an existing grease trap. However, the grant applicant is waiting for final review and decision from the City to determine if a new grease trap for the new use will be required. The grease trap cost is not included in the grant, but the applicant would like those potential costs to be considered based on the final determination of the City. The grease trap budget could range from $6,000 to $15,000 depending on the type of grease trap that is determined. This cannot be determined until the City reviews the kitchen plan and assesses the condition of the existing trap.

Financial Summary
The applicant is requesting a grant for $33,246.55 to cover the eligible items and costs for interior and facade improvements for a restaurant in this location. The board may consider approving the amount above the $30,000 with some conditions.

Staff Recommended Action
Approve with Conditions

Staff Recommended Motion
Approve the grant application as requested for $33,246.55 and approve additional funds above the $30,000 grant maximum; conditionally approve additional funds not to exceed $3,000 for an indoor grease trap or $7,500 for an outdoor grease trap if the City requires a new grease trap; and waive the project start timeline requirement for final Council approval before beginning work on the project.