Municipal Development District Board Meeting

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
February 11, 2025
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.

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.

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 can hear comments and see presentations. 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 January 14, 2025 meeting.

2. Approve December 2024 Financial Report.

New Business: New items requested for consideration.

3. Receive a presentation and update on Aubrey Development from Executive Director of Operations, Leanne Wilson, including but not limited to Downtown Development and Parks & Recreation projects.

4. Consider and take action on a Professional Services Agreement with Catalyst Commercial for services as needed for economic analysis and development projects.

Staff Report Review of staff activity and updates from Director

5. January 2025 Staff Report and updates for the board on upcoming activities, past events, and project statuses.

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.

*****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:

6. a.) Section 551.087 - Economic Development Negotiations. To discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the territory of the City and with which the City is conducting economic development negotiations; and/or to deliberate the offer of a financial or other incentive to the business prospect:

   - Sign Grant

   b.) Section 551.072 –Real Property. Deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the government body in negotiations with a third person.

   - ETJ Commercial
   - Downtown Development

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.

-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 _____________________, 2025.

(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
February 11, 2025

Agenda Item
Approve minutes of the January 14, 2025 meeting.

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

Summary
The January 14, 2025 minutes from the Joint Council Work Session and MDD Board Meeting are attached for your review and consideration for approval.

Financial Summary
N/A

Staff Recommended Action
Approve

Staff Recommended Motion
Approve the minutes of the January 14, 2025 Joint Council Work Session and MDD Board Meeting (with any corrections if needed).

Municipal Development Joint City Council Work Session and Board Meeting

Aubrey Community Center
226 Countryside Dr.
Aubrey, TX 76227
January 14, 2025
6:30 PM

Call to Order – Determine if Quorum is Present:

Mayor called the Work Session to Order at 6:46 pm

Present from Aubrey City Council:

Chris Rich - Mayor
Jeff Perry - Place 1
Matt Jones – Place 2
Erin Allen – Place 3
Randy Jones – Place 4

Present from Aubrey MDD Board:

President - Holly Drew (Place 6)
Vice President - Mike Browning (Place 5)
Secretary - Erin Bogar (Place 3)
Director Place 1 – Brook Stoy
Director Place 2 – Brenda Blackburn
Director Place 4 – Todd Davis
Director Place 7 - Tim Heitman

Staff Present:

Christine Gossett – Executive Director; Charles Kreidler – City Manager; Leanne Wilson – Director of Municipal Operations; Jenny Hicks – City Secretary; Bailey Thompson – Assistant to City Manager; Anabelle Ackling - AMDD Attorney, TOASE

Aubrey MDD Board and City Council discussed goals for the MDD and Economic Development Strategic Plan.

Mayor adjourned Work Session at 7:50 pm

Call to Order - Determine if a Quorum is Present:

President Drew called the Aubrey MDD Board meeting to order at 8:01 pm

Present:

President - Holly Drew (Place 6)

Vice President - Mike Browning (Place 5)
Secretary - Erin Bogar (Place 3)
Director Place 1 – Brook Stoy
Director Place 2 – Brenda Blackburn
Director Place 4 – Todd Davis
Director Place 7 - Tim Heitman

Staff Present:

Christine Gossett – Executive Director; Bailey Thompson – Assistant to City Manager; Anabelle Ackling – MDD Attorney, TOASE

Guest:

Brian Coleman - 377 Car Wash

Community Announcements: None

Citizen Input: None

Consent Items:

1. Approve minutes of the December 10, 2024 MDD Board.

2. Approve November 2024 Monthly Financial Report.

President Drew called for a motion to approve the consent agenda. Director Davis motioned to approve the Consent Agenda. Director Blackburn seconded the motion. All in Favor. Motioned carried 7 to 0.

New Business: New items requested for consideration.

1. Hold a Public Hearing, consider and take action for a Targeted Improvement Grant application for 930 Hwy. 377 S.

Executive Director presented the request for Grant application.

President Drew opened the Public Hearing at 8:08 p.m. No comments from the public.

President Drew closed the Public Hearing at 8:08 p.m.

The grant applicant was present. The board discussed the grant application.

President Drew asked for a motion to approve the Grant Request. Director Brooks motioned to approve the grant for the full amount at $11,491.39. Director Davis seconded. All were in Favor. Motion carried 7 to 0.

Staff Report:

Executive Director gave overview of the December Staff Activity report and updates.

Future Agenda Requests:

Presentation from City staff on Parks and Downtown development and plans; fire suppression grants for downtown buildings; ordinance for Targeted Improvement Grant Program; By-Laws revisions; update on Neon Cloud video progress.

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

Motion to Recess into Executive Session.

President Drew called for a motion to convene into executive session.

Vice President Browning motioned to convene into Executive Session at 8:31 p.m.

Secretary Bogar seconded the motion. All in Favor. Motion carried 7 to 0.

Reconvene into Open Session:

Vice President Browning motioned to reconvene into open session at 9:11 p.m. Director Blackburn seconded the motion. All in Favor. Motion carried 7 to 0.

-ADJOURN-

Director Stoy motioned to adjourn at 9:13 p.m. Director Davis seconded the motion. All in Favor. Motion carried 7 to 0.

PASSED and APPROVED by the Aubrey Municipal Development District of the City of Aubrey, Texas this __ day of _____, 2025.

____

Holly Drew, President

ATTEST:

____

Erin Bogar, Secretary

Municipal Development District Board Meeting
Staff Report
February 11, 2025

Agenda Item
Approve December 2024 Financial Report.

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

Summary
The December 2024 Monthly Financial summary and details have been provided for review and consideration.

Financial Summary
N/A

Staff Recommended Action
Approve

Staff Recommended Motion
Approve the December 2024 Financial Report as presented.

BALANCE SHEET
AS OF: DECEMBER 31ST, 2024

701-MDD

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
701-11-000-00	MDD Cash	1,278,171.02		
701-11-000-84	Claim on Cash MDD	(161,011.96)		
701-11-000-90	Investment Account	1,646,169.76		
701-11-013-37	Sales Tax Receivable	187,664.42		
701-12-015-00	Land	696,835.95		
701-12-015-10	Buildings and improvements	340,267.04		
701-12-017-00	Accumulated Depreciation	(56,103.00)		
			3,931,993.23	
	TOTAL ASSETS			3,931,993.23
				==============
LIABILITIES				
===========				
701-21-010-00	Accounts Payable Pooled	12,639.58		
701-21-021-10	Accrued Vacation	1,458.00		
	TOTAL LIABILITIES		14,097.58	
EQUITY				
======				
701-31-040-10	Fund Balance - MDD	3,711,760.29		
	TOTAL BEGINNING EQUITY	3,711,760.29		
	TOTAL REVENUE	323,010.02		
	TOTAL EXPENSES	116,874.66		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	206,135.36		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		3,917,895.65	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			3,931,993.23
				==============

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/PO/JE #	NOTE	AMOUNT	BALANCE
11-000-00			MDD Cash							
					B E G I N N I N G B A L A N C E					1,177,327.72
12/10/24	12/10	B23080	Deposit 000000	02800	Transfer cash from funds to PY		JE# 006172		436.45CR	1,176,891.27
12/13/24	12/17	B23200	Deposit 000000	02853	MDD SALES TAX 2412		JE# 006230		96,757.51	1,273,648.78
12/23/24	12/23	B23250	Deposit 000000	02863	Transfer cash from funds to PY		JE# 006243		436.45CR	1,273,212.33
12/31/24	1/02	B23310	Interest000000	02872	INTEREST INCOME		JE# 006252		4,958.69	1,278,171.02
			=============		DECEMBER ACTIVITY DB: 101,716.20		CR: 872.90CR		100,843.30	
			=============		ACCOUNT TOTAL DB: 101,716.20		CR: 872.90CR			

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/PO/JE #	NOTE	AMOUNT	BALANCE
11-000-84			Claim on Cash MDD							
					B E G I N N I N G B A L A N C E					134,922.57CR
12/03/24	11/20	B22864	Misc 241120	02737	Reverse Citi Card		JE# 006084	000206	1,969.73	132,952.84CR
			=============		JOURNAL ENTRY NOTES					
			AP accidentally charged the Citi P-Card expenses and cash to December 2024. This entry reverses that entry.							
12/03/24	11/18	A44271	TRANSFER	07578	701-901 A/P REIMBURSEMEN				1,969.73CR	134,922.57CR
12/04/24	12/04	B23025	MDD	02790	MDD ADMIN FEE 2412		JE# 006161		1,450.00CR	136,372.57CR
12/05/24	12/05	A44609	TRANSFER	07609	701-901 A/P REIMBURSEMEN				2,725.00CR	139,097.57CR
12/10/24	12/10	B23080	Deposit 000000	02800	Transfer cash from funds to PY		JE# 006172		436.45	138,661.12CR
12/10/24	12/10	B23083	Deposit 000000	02802	MISC DEPOSIT		JE# 006174		1,510.00	137,151.12CR
12/12/24	12/12	A44808	TRANSFER	07633	701-901 A/P REIMBURSEMEN				2,528.99CR	139,680.11CR
12/13/24	12/10	P00576	TRANSFER	00288	PR 11/23/24 - 12/06/24				3,305.13CR	142,985.24CR
12/13/24	12/10	B23081	Misc 000000	02799	Self Insurance		JE# 006171		436.45CR	143,421.69CR
12/13/24	12/10	A44635	TRANSFER	07622	701-901 A/P REIMBURSEMEN				939.75CR	144,361.44CR
12/19/24	12/19	A44887	TRANSFER	07644	701-901 A/P REIMBURSEMEN				6,523.19CR	150,884.63CR
12/20/24	12/10	A44642	TRANSFER	07617	701-901 A/P REIMBURSEMEN				65.00CR	150,949.63CR
12/20/24	12/11	A44644	TRANSFER	07626	701-901 A/P REIMBURSEMEN				98.36CR	151,047.99CR
12/23/24	12/23	B23250	Deposit 000000	02863	Transfer cash from funds to PY		JE# 006243		436.45	150,611.54CR
12/26/24	12/26	A45012	TRANSFER	07659	701-901 A/P REIMBURSEMEN				178.70CR	150,790.24CR
12/27/24	12/23	P00578	TRANSFER	00289	PR 12/07/24 - 12/20/24				3,305.13CR	154,095.37CR
12/27/24	12/23	B23251	Misc 000000	02861	Self Insurance		JE# 006242		436.45CR	154,531.82CR
12/27/24	12/23	A44903	TRANSFER	07651	701-901 A/P REIMBURSEMEN				939.75CR	155,471.57CR
12/27/24	12/23	A44914	TRANSFER	07654	701-901 A/P REIMBURSEMEN				1,214.00CR	156,685.57CR
12/31/24	12/13	A44815	TRANSFER	07636	701-901 A/P REIMBURSEMEN				4,326.39CR	161,011.96CR
			=============		DECEMBER ACTIVITY DB: 4,352.63		CR: 30,442.02CR		26,089.39CR	
			=============		ACCOUNT TOTAL DB: 4,352.63		CR: 30,442.02CR			

POST	DATE	TRAN #	REFERENCE	PACKET	DESCRIPTION	VEND	INV/PO/JE #	NOTE	AMOUNT	BALANCE
11-000-90			Investment Account							
					B E G I N N I N G B A L A N C E					1,639,635.58
12/31/24	1/02	B23310	Interest000000	02872	INTEREST INCOME		JE# 006252		6,534.18	1,646,169.76
			=============		DECEMBER ACTIVITY DB: 6,534.18		CR: 0.00		6,534.18	
			=============		ACCOUNT TOTAL DB: 6,534.18		CR: 0.00			

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/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					187,664.42
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					56,103.00CR
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					4,904.99CR
12/01/24	12/05	A44549	CHK: 014599	07599 INTEGRITY FACILITY SOLUT	0187			349.00CR	5,253.99CR
				INTEGRITY FACILITY SOLUTI		INV# 623161	/PO#		
12/03/24	11/18	A44266	DFT: 002558	07578 CITI BANK	1285			1,969.73CR	7,223.72CR
				CITI BANK		INV# 3654385004	/PO#		
12/03/24	11/18	A44271	TRANSFER	07578 701-901 A/P REIMBURSEMEN				1,969.73	5,253.99CR
12/04/24	12/19	A44839	CHK: 014675	07635 TAYLOR, OLSON, ADKINS, S	0775			3,666.98CR	8,920.97CR
				TAYLOR, OLSON, ADKINS, SR		INV# STATEMENT NO. 28	/PO#		
12/05/24	12/05	A44609	TRANSFER	07609 701-901 A/P REIMBURSEMEN				2,725.00	6,195.97CR
12/10/24	12/26	A44950	CHK: 014682	07648 AM PLUMBING	0876			178.70CR	6,374.67CR
				AM PLUMBING		INV# 52623815	/PO#		
12/12/24	12/12	A44808	TRANSFER	07633 701-901 A/P REIMBURSEMEN				2,528.99	3,845.68CR
12/13/24	12/10	A44629	DFT: 002587	07622 Federal W/H Payable	0116			438.21CR	4,283.89CR
				INTERNAL REVENUE SERVICE		INV# T1 202412101805	/PO#		
12/13/24	12/10	A44629	DFT: 002587	07622 Medicare Payable	0116			126.54CR	4,410.43CR
				INTERNAL REVENUE SERVICE		INV# T4 202412101805	/PO#		
12/13/24	12/10	A44631	DFT: 002589	07622 457 Withholding	0554			375.00CR	4,785.43CR
				VANTAGEPOINT TRANSFER AGE		INV# ICM202412101805	/PO#		
12/13/24	12/23	A44907	DFT: 002612	07653 TMRS Payable	0273			607.00CR	5,392.43CR
				TMRS		INV# TMR202412101805	/PO#		
12/13/24	1/02	A45041	CHK: 014716	07660 MDD STRATEGIC PLAN	1212			9,673.75CR	15,066.18CR
				DUNAWAY ASSOCIATES LLC		INV# 76379	/PO#		

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
12/13/24	12/10	A44635	TRANSFER	07622 701-901 A/P REIMBURSEMEN				939.75	14,126.43CR
12/16/24	12/19	A44825	CHK: 014659	07635 DENTON COUNTY TAX ASSESS	0214			2,856.21CR	16,982.64CR
				DENTON COUNTY TAX ASSESSO		INV# 247827DEN /PO#			
12/19/24	12/19	A44887	TRANSFER	07644 701-901 A/P REIMBURSEMEN				6,523.19	10,459.45CR
12/20/24	12/10	A44638	DFT: 002592	07617 UBEO BUSINESS SERVICES	0594			65.00CR	10,524.45CR
				UBEO BUSINESS SERVICES		INV# 122024-1181993 /PO#			
12/20/24	12/11	A44643	DFT: 002593	07626 ATMOS ENERGY	0126			98.36CR	10,622.81CR
				ATMOS ENERGY		INV# 3064561863-2411-1 /PO#			
12/20/24	12/10	A44642	TRANSFER	07617 701-901 A/P REIMBURSEMEN				65.00	10,557.81CR
12/20/24	12/11	A44644	TRANSFER	07626 701-901 A/P REIMBURSEMEN				98.36	10,459.45CR
12/26/24	12/26	A45012	TRANSFER	07659 701-901 A/P REIMBURSEMEN				178.70	10,280.75CR
12/27/24	12/23	A44897	DFT: 002606	07651 Federal W/H Payable	0116			438.21CR	10,718.96CR
				INTERNAL REVENUE SERVICE		INV# T1 202412231807 /PO#			
12/27/24	12/23	A44897	DFT: 002606	07651 Medicare Payable	0116			126.54CR	10,845.50CR
				INTERNAL REVENUE SERVICE		INV# T4 202412231807 /PO#			
12/27/24	12/23	A44899	DFT: 002608	07651 457 Withholding	0554			375.00CR	11,220.50CR
				VANTAGEPOINT TRANSFER AGE		INV# ICM202412231807 /PO#			
12/27/24	12/23	A44908	DFT: 002612	07653 TMRS Payable	0273			607.00CR	11,827.50CR
				TMRS		INV# TMR202412231807 /PO#			
12/27/24	12/23	A44903	TRANSFER	07651 701-901 A/P REIMBURSEMEN				939.75	10,887.75CR
12/27/24	12/23	A44914	TRANSFER	07654 701-901 A/P REIMBURSEMEN				1,214.00	9,673.75CR
12/31/24	12/13	A44809	DFT: 002602	07636 CITI BANK	1285			4,326.39CR	14,000.14CR
				CITI BANK		INV# 3654385005 /PO#			
12/31/24	1/08	A45133	CHK: 014753	07673 GRANICUS, LLC	1116			2,965.83CR	16,965.97CR
				GRANICUS, LLC		INV# 196005 /PO#			
12/31/24	12/13	A44815	TRANSFER	07636 701-901 A/P REIMBURSEMEN				4,326.39	12,639.58CR
			=============	DECEMBER ACTIVITY DB: 21,508.86 CR: 29,243.45CR				7,734.59CR	
			=============	ACCOUNT TOTAL DB: 21,508.86 CR: 29,243.45CR					

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/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
12/13/24	12/10	P00576	FEDWH	00288 PR 11/23/24 - 12/06/24				438.21CR	438.21CR
12/13/24	12/10	P00576	MEDIC	00288 PR 11/23/24 - 12/06/24				63.27CR	501.48CR
12/13/24	12/10	A44629	DFT: 002587	07622 Federal W/H Payable	0116			438.21	63.27CR
				INTERNAL REVENUE SERVICE		INV# T1 202412101805 /PO#			
12/13/24	12/10	A44629	DFT: 002587	07622 Medicare Payable	0116			63.27	0.00
				INTERNAL REVENUE SERVICE		INV# T4 202412101805 /PO#			
12/27/24	12/23	P00578	FEDWH	00289 PR 12/07/24 - 12/20/24				438.21CR	438.21CR
12/27/24	12/23	P00578	MEDIC	00289 PR 12/07/24 - 12/20/24				63.27CR	501.48CR
12/27/24	12/23	A44897	DFT: 002606	07651 Federal W/H Payable	0116			438.21	63.27CR
				INTERNAL REVENUE SERVICE		INV# T1 202412231807 /PO#			
12/27/24	12/23	A44897	DFT: 002606	07651 Medicare Payable	0116			63.27	0.00
				INTERNAL REVENUE SERVICE		INV# T4 202412231807 /PO#			
			=============	DECEMBER ACTIVITY DB: 1,002.96 CR: 1,002.96CR				0.00	
			=============	ACCOUNT TOTAL DB: 1,002.96 CR: 1,002.96CR					

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
21-021-08			MDD HSA Bank						
				B E G I N N I N G B A L A N C E					0.00
21-021-09			Deferred Comp - 457						
				B E G I N N I N G B A L A N C E					0.00
12/13/24	12/10	P00576	ICMA	00288 PR 11/23/24 - 12/06/24				375.00CR	375.00CR
12/13/24	12/10	A44631	DFT: 002589	07622 457 Withholding	0554			375.00	0.00
				VANTAGEPOINT TRANSFER AGE		INV# ICM202412101805	/PO#		
12/27/24	12/23	P00578	ICMA	00289 PR 12/07/24 - 12/20/24				375.00CR	375.00CR
12/27/24	12/23	A44899	DFT: 002608	07651 457 Withholding	0554			375.00	0.00
				VANTAGEPOINT TRANSFER AGE		INV# ICM202412231807	/PO#		
			=============	DECEMBER ACTIVITY DB:	750.00	CR:	750.00CR	0.00	
			=============	ACCOUNT TOTAL DB:	750.00	CR:	750.00CR		
21-021-10			Accrued Vacation						
				B E G I N N I N G B A L A N C E					1,458.00CR
21-022-10			Wages Payable						
				B E G I N N I N G B A L A N C E					0.00
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
12/13/24	12/10	P00576	TMR	00288 PR 11/23/24 - 12/06/24				314.74CR	314.74CR
12/13/24	12/23	A44907	DFT: 002612	07653 TMRS Payable	0273			314.74	0.00
				TMRS		INV# TMR202412101805	/PO#		
12/27/24	12/23	P00578	TMR	00289 PR 12/07/24 - 12/20/24				314.74CR	314.74CR
12/27/24	12/23	A44908	DFT: 002612	07653 TMRS Payable	0273			314.74	0.00
				TMRS		INV# TMR202412231807	/PO#		
			=============	DECEMBER ACTIVITY DB:	629.48	CR:	629.48CR	0.00	
			=============	ACCOUNT TOTAL DB:	629.48	CR:	629.48CR		
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

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

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

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      31-040-10        Fund Balance - MDD
                                B E G I N N I N G   B A L A N C E                                                  3,711,760.29CR

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      4000-02-4130     Sales Taxes
                                B E G I N N I N G   B A L A N C E                                                    187,664.42CR

12/13/24 12/17 B23200 Deposit 000000  02853 MDD SALES TAX 2412            JE# 006230                  96,757.51CR   284,421.93CR
                      =============  DECEMBER ACTIVITY  DB:          0.00  CR:      96,757.51CR        96,757.51CR

                      =============  ACCOUNT TOTAL      DB:          0.00  CR:      96,757.51CR
-----------------------------------------------------------------------------------------------------------------------------------
      4000-03-4737     TCF - business expension
                                B E G I N N I N G   B A L A N C E                                                           0.00

-----------------------------------------------------------------------------------------------------------------------------------
      4000-09-4500     Interest Income
                                B E G I N N I N G   B A L A N C E                                                     22,575.22CR

12/31/24  1/02 B23310 Interest000000  02872 INTEREST INCOME               JE# 006252                   4,958.69CR    27,533.91CR
12/31/24  1/02 B23310 Interest000000  02872 INTEREST INCOME               JE# 006252                   6,534.18CR    34,068.09CR
                      =============  DECEMBER ACTIVITY  DB:          0.00  CR:      11,492.87CR        11,492.87CR

                      =============  ACCOUNT TOTAL      DB:          0.00  CR:      11,492.87CR
-----------------------------------------------------------------------------------------------------------------------------------
      4000-09-4550     Proceeds for Property Purchase
                                B E G I N N I N G   B A L A N C E                                                           0.00

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      4000-09-4730     Property Rental Income
                                B E G I N N I N G   B A L A N C E                                                      3,010.00CR

12/10/24 12/10 B23083 302             02802 AUBREY AREA MUSEUM            JE# 006174                      10.00CR     3,020.00CR
12/10/24 12/10 B23083 84658           02802 TRI-STATE ENTERPRISES         JE# 006174                   1,500.00CR     4,520.00CR
                      =============  DECEMBER ACTIVITY  DB:          0.00  CR:       1,510.00CR         1,510.00CR

                      =============  ACCOUNT TOTAL      DB:          0.00  CR:       1,510.00CR
-----------------------------------------------------------------------------------------------------------------------------------
      4000-99-4090     Unallocated Fund balance
```

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
				B E G I N N I N G B A L A N C E					0.00

DEPT: 5176 MDD

5176-01-5101 Salaries

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
				B E G I N N I N G B A L A N C E					21,573.86
12/13/24	12/10	P00576	PYEXP	00288 PR 11/23/24 - 12/06/24				4,496.35	26,070.21
12/27/24	12/23	P00578	PYEXP	00289 PR 12/07/24 - 12/20/24				4,496.35	30,566.56

============= DECEMBER ACTIVITY DB: 8,992.70 CR: 0.00 8,992.70

============= ACCOUNT TOTAL DB: 8,992.70 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

5176-01-5106 Longevity

B E G I N N I N G   B A L A N C E 50.00

5176-01-5107 TMRS Contribution

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
				B E G I N N I N G B A L A N C E					1,434.79
12/13/24	12/23	A44907	DFT: 002612	07653 TMRS Payable TMRS	0273	INV# TMR202412101805 /PO#		292.26	1,727.05
12/27/24	12/23	A44908	DFT: 002612	07653 TMRS Payable TMRS	0273	INV# TMR202412231807 /PO#		292.26	2,019.31

============= DECEMBER ACTIVITY DB: 584.52 CR: 0.00 584.52

============= ACCOUNT TOTAL DB: 584.52 CR: 0.00

5176-01-5108 Payroll Tax Expense (medicare)

POST	DATE	TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
				B E G I N N I N G B A L A N C E					309.51
12/13/24	12/10	A44629	DFT: 002587	07622 Medicare Payable INTERNAL REVENUE SERVICE	0116	INV# T4 202412101805 /PO#		63.27	372.78
12/27/24	12/23	A44897	DFT: 002606	07651 Medicare Payable INTERNAL REVENUE SERVICE	0116	INV# T4 202412231807 /PO#		63.27	436.05

============= DECEMBER ACTIVITY DB: 126.54 CR: 0.00 126.54

============= ACCOUNT TOTAL DB: 126.54 CR: 0.00

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    5176-01-5109      Group Health Insurance
                               B E G I N N I N G   B A L A N C E                                                           3,682.25

12/13/24 12/10 B23081 Self Ins        02799 Self Insurance              JE# 006171                          436.45        4,118.70
12/27/24 12/23 B23251 Self Ins        02861 Self Insurance              JE# 006242                          436.45        4,555.15
                      =============  DECEMBER ACTIVITY  DB:        872.90  CR:           0.00              872.90

                      =============  ACCOUNT TOTAL      DB:        872.90  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                                                              43.77

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    5176-01-5621      Travel/training
                               B E G I N N I N G   B A L A N C E                                                           5,029.49

12/03/24 11/18 A44266 DFT: 002558     07578 CITI BANK               1285                                  1,793.23        6,822.72
                                     CITI BANK                 INV# 3654385004       /PO#
12/03/24 11/20 B22864 Citi 2410       02737 Reverse Citi Card           JE# 006084        000206      1,793.23CR      5,029.49
                      =============  JOURNAL ENTRY NOTES
                      AP accidentally charged the Citi P-Card expenses and cash to
                      December 2024.  This entry reverses that entry.
12/31/24 12/13 A44809 DFT: 002602     07636 CITI BANK               1285                                  3,415.00        8,444.49
                                     CITI BANK                 INV# 3654385005       /PO#
                      =============  DECEMBER ACTIVITY  DB:      5,208.23  CR:       1,793.23CR          3,415.00

                      =============  ACCOUNT TOTAL      DB:      5,208.23  CR:       1,793.23CR
------------------------------------------------------------------------------------------------------------------------------------
    5176-02-5737      CDBG grant match
                               B E G I N N I N G   B A L A N C E                                                               0.00

------------------------------------------------------------------------------------------------------------------------------------
    5176-03-5050      Office Supplies
                               B E G I N N I N G   B A L A N C E                                                              75.24

12/31/24 12/13 A44809 DFT: 002602     07636 CITI BANK               1285                                    157.55          232.79
                                     CITI BANK                 INV# 3654385005       /PO#
                      =============  DECEMBER ACTIVITY  DB:        157.55  CR:           0.00              157.55

                      =============  ACCOUNT TOTAL      DB:        157.55  CR:           0.00
------------------------------------------------------------------------------------------------------------------------------------
    5176-03-5060      Promotional Materials
                               B E G I N N I N G   B A L A N C E                                                              66.00
```

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

------------------------------------------------------------------------------------------------------------------------------------
      5176-04-5120      Building Maintenance
                                 B E G I N N I N G   B A L A N C E                                                        16,806.94

12/01/24 12/05 A44549 CHK: 014599     07599 INTEGRITY FACILITY SOLUT 0187                                    349.00        17,155.94
                                    INTEGRITY FACILITY SOLUTI  INV# 623161           /PO#
12/03/24 11/18 A44266 DFT: 002558     07578 CITI BANK               1285                                    176.50        17,332.44
                                    CITI BANK                  INV# 3654385004       /PO#
12/03/24 11/20 B22864 Citi 2410       02737 Reverse Citi Card              JE# 006084         000206        176.50CR      17,155.94
                     =============  JOURNAL ENTRY NOTES
                     AP accidentally charged the Citi P-Card expenses and cash to
                     December 2024.  This entry reverses that entry.
12/10/24 12/26 A44950 CHK: 014682     07648 AM PLUMBING             0876                                    178.70        17,334.64
                                    AM PLUMBING                INV# 52623815         /PO#
12/20/24 12/11 A44643 DFT: 002593     07626 ATMOS ENERGY            0126                                     98.36        17,433.00
                                    ATMOS ENERGY               INV# 3064561863-2411-1 /PO#
12/31/24 12/13 A44809 DFT: 002602     07636 CITI BANK               1285                                    109.92        17,542.92
                                    CITI BANK                  INV# 3654385005       /PO#
                     =============  DECEMBER ACTIVITY  DB:        912.48   CR:        176.50CR          735.98

                     =============  ACCOUNT TOTAL      DB:        912.48   CR:        176.50CR
------------------------------------------------------------------------------------------------------------------------------------
      5176-05-5616      Utilities - Electricity
                                 B E G I N N I N G   B A L A N C E                                                             0.00

------------------------------------------------------------------------------------------------------------------------------------
      5176-05-5618      Telephone
                                 B E G I N N I N G   B A L A N C E                                                           149.32

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

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

------------------------------------------------------------------------------------------------------------------------------------
      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

------------------------------------------------------------------------------------------------------------------------------------
      5176-06-5620      Legal & Professional
                                 B E G I N N I N G   B A L A N C E                                                         2,540.50

12/04/24 12/19 A44839 CHK: 014675     07635 TAYLOR, OLSON, ADKINS, S 0775                                  3,666.98         6,207.48
                                    TAYLOR, OLSON, ADKINS, SR  INV# STATEMENT NO. 28  /PO#
                     =============  DECEMBER ACTIVITY  DB:      3,666.98   CR:          0.00          3,666.98

                     =============  ACCOUNT TOTAL      DB:      3,666.98   CR:          0.00
```

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POST     DATE TRAN #  REFERENCE    PACKET======DESCRIPTION=======  VEND  INV/PO/JE #      NOTE  =====AMOUNT====  ====BALANCE====
------------------------------------------------------------------------------------------------------------------------------------
   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
------------------------------------------------------------------------------------------------------------------------------------
   5176-06-5764     Special Services
                             B E G I N N I N G   B A L A N C E                                                          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
------------------------------------------------------------------------------------------------------------------------------------
   5176-06-7860     Downtown Master Plan
                             B E G I N N I N G   B A L A N C E                                                          0.00
------------------------------------------------------------------------------------------------------------------------------------
   5176-06-7861     Comprehensive Plan
                             B E G I N N I N G   B A L A N C E                                                          0.00
------------------------------------------------------------------------------------------------------------------------------------
   5176-06-7862     Maps
                             B E G I N N I N G   B A L A N C E                                                          0.00
------------------------------------------------------------------------------------------------------------------------------------
   5176-06-7863     Strategic Plan
                             B E G I N N I N G   B A L A N C E                                                          0.00

12/13/24  1/02 A45041 CHK: 014716     07660 MDD STRATEGIC PLAN      1212                              9,673.75       9,673.75
                                  DUNAWAY ASSOCIATES LLC     INV# 76379            /PO#
                  =============  DECEMBER ACTIVITY  DB:      9,673.75   CR:           0.00          9,673.75

                  =============  ACCOUNT TOTAL      DB:      9,673.75   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                                                        272.77
------------------------------------------------------------------------------------------------------------------------------------
   5176-07-5260     Dues & Memberships
                             B E G I N N I N G   B A L A N C E                                                     11,500.00
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POST	DATE TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
	5176-07-5280		Copier Maintenance Contract					
			B E G I N N I N G B A L A N C E					130.00
12/20/24	12/10 A44638	DFT: 002592	07617 UBEO - COPIERS/PRINTERS	0594			65.00	195.00
			UBEO BUSINESS SERVICES		INV# 122024-1181993	/PO#		
		=============	DECEMBER ACTIVITY DB: 65.00		CR: 0.00		65.00	
		=============	ACCOUNT TOTAL DB: 65.00		CR: 0.00			
	5176-07-5665		Technology/Promotional Video					
			B E G I N N I N G B A L A N C E					11,727.34
12/31/24	12/13 A44809	DFT: 002602	07636 CITI BANK	1285			380.09	12,107.43
			CITI BANK		INV# 3654385005	/PO#		
12/31/24	1/08 A45133	CHK: 014753	07673 GRANICUS, LLC	1116			2,965.83	15,073.26
			GRANICUS, LLC		INV# 196005	/PO#		
		=============	DECEMBER ACTIVITY DB: 3,345.92		CR: 0.00		3,345.92	
		=============	ACCOUNT TOTAL DB: 3,345.92		CR: 0.00			
	5176-07-5667		Marketing and Advertising					
			B E G I N N I N G B A L A N C E					2,376.00
12/31/24	12/13 A44809	DFT: 002602	07636 CITI BANK	1285			25.00	2,401.00
			CITI BANK		INV# 3654385005	/PO#		
		=============	DECEMBER ACTIVITY DB: 25.00		CR: 0.00		25.00	
		=============	ACCOUNT TOTAL DB: 25.00		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
12/31/24	12/13 A44809	DFT: 002602	07636 CITI BANK	1285			238.83	238.83
			CITI BANK		INV# 3654385005	/PO#		
		=============	DECEMBER ACTIVITY DB: 238.83		CR: 0.00		238.83	
		=============	ACCOUNT TOTAL DB: 238.83		CR: 0.00			
	5176-09-5133		Marketing & Promotions					

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

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

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     5176-09-5140      Miscellaneous
                              B E G I N N I N G   B A L A N C E                                                            0.00

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     5176-09-5630      Property Purchase
                              B E G I N N I N G   B A L A N C E                                                            0.00

12/16/24 12/19 A44825 CHK: 014659     07635 DENTON COUNTY TAX ASSESS 0214                          2,856.21       2,856.21
                                 DENTON COUNTY TAX ASSESSO  INV# 247827DEN        /PO#
                  =============  DECEMBER ACTIVITY  DB:      2,856.21  CR:          0.00          2,856.21

                  =============  ACCOUNT TOTAL      DB:      2,856.21  CR:          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

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     5176-99-4091      Administrative fee
                              B E G I N N I N G   B A L A N C E                                                        2,900.00

12/04/24 12/04 B23025 MDD             02790 MDD ADMIN FEE 2412            JE# 006161                1,450.00       4,350.00
                  =============  DECEMBER ACTIVITY  DB:      1,450.00  CR:          0.00          1,450.00

                  =============  ACCOUNT TOTAL      DB:      1,450.00  CR:          0.00
-------------------------------------------------------------------------------------------------------------------------------
     5176-99-5700      Grant Match
                              B E G I N N I N G   B A L A N C E                                                            0.00

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

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

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     5176-99-5762      Contingency
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POST	DATE TRAN #	REFERENCE	PACKET======DESCRIPTION=======	VEND	INV/PO/JE #	NOTE	=====AMOUNT====	====BALANCE====
			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:	4,122,398.49	4,122,398.49CR
REPORTED ACTIVITY:	174,670.92	174,670.92CR
ENDING BALANCES:	4,297,069.41	4,297,069.41CR
TOTAL FUND ENDING BALANCE:	0.00	

SELECTION CRITERIA

FISCAL YEAR: Oct-2024 / Sep-2025
FUND: Include: 701
TRANSACTION DATES: 12/01/2024 THRU 12/31/2024
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: YES
PRINT PROJECTS: NO
PRINT JOURNAL ENTRY NOTES: YES
PRINT MONTHLY TOTALS: YES
PRINT GRAND TOTALS: NO
PRINT: INVOICE/PO #
PAGE BREAK BY: NONE

*** END OF REPORT ***

701-MDD
FINANCIAL SUMMARY % OF YEAR COMPLETED: 25.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUE SUMMARY						
GENERAL REVENUE						
Taxes	975,000	96,757.51	284,421.93	0.00	690,578.07	29.17
Miscellaneous	127,020	13,002.87	38,588.09	0.00	88,431.91	30.38
TOTAL GENERAL REVENUE	1,102,020	109,760.38	323,010.02	0.00	779,009.98	29.31
TOTAL REVENUE	1,102,020	109,760.38	323,010.02	0.00	779,009.98	29.31
EXPENSE SUMMARY						
MDD						
Personnel	161,609	13,991.66	46,115.33	0.00	115,493.67	28.54
Materials & Supplies	7,000	157.55	298.79	0.00	6,701.21	4.27
Repairs & Maintenance	26,000	735.98	17,542.92	0.00	8,457.08	67.47
Utilities	2,445	0.00	149.32	0.00	2,295.68	6.11
Contract Services	46,500	13,340.73	15,881.23	0.00	30,618.77	34.15
Fees & Other Services	70,305	3,435.92	29,442.03	0.00	40,862.97	41.88
Miscellaneous	151,500	3,095.04	3,095.04	0.00	148,404.96	2.04
Contingency/FB	317,400	1,450.00	4,350.00	0.00	313,050.00	1.37
TOTAL MDD	782,759	36,206.88	116,874.66	0.00	665,884.34	14.93
TOTAL EXPENSES	782,759	36,206.88	116,874.66	0.00	665,884.34	14.93
REVENUE OVER/(UNDER) EXPENSES	319,261	73,553.50	206,135.36	0.00	113,125.64	64.57

701-MDD

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Taxes						
701-4000-02-4130 Sales Taxes	975,000	96,757.51	284,421.93	0.00	690,578.07	29.17
TOTAL Taxes	975,000	96,757.51	284,421.93	0.00	690,578.07	29.17
Grants						
Miscellaneous						
701-4000-09-4500 Interest Income	109,000	11,492.87	34,068.09	0.00	74,931.91	31.26
701-4000-09-4730 Property Rental Income	18,020	1,510.00	4,520.00	0.00	13,500.00	25.08
TOTAL Miscellaneous	127,020	13,002.87	38,588.09	0.00	88,431.91	30.38
Contingency/FB						
TOTAL REVENUE	1,102,020	109,760.38	323,010.02	0.00	779,009.98	29.31

701-MDD
% OF YEAR COMPLETED: 25.00

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
MDD						
===						
Personnel						
701-5176-01-5101 Salaries	116,900	8,992.70	30,566.56	0.00	86,333.44	26.15
701-5176-01-5106 Longevity	50	0.00	50.00	0.00	0.00	100.00
701-5176-01-5107 TMRS Contribution	12,455	584.52	2,019.31	0.00	10,435.69	16.21
701-5176-01-5108 Payroll Tax Expense (me	1,696	126.54	436.05	0.00	1,259.95	25.71
701-5176-01-5109 Group Health Insurance	11,878	872.90	4,555.15	0.00	7,322.85	38.35
701-5176-01-5110 Workmens Comp TML	230	0.00	43.77	0.00	186.23	19.03
701-5176-01-5621 Travel/training	18,400	3,415.00	8,444.49	0.00	9,955.51	45.89
TOTAL Personnel	161,609	13,991.66	46,115.33	0.00	115,493.67	28.54
Capital						
Materials & Supplies						
701-5176-03-5050 Office Supplies	2,000	157.55	232.79	0.00	1,767.21	11.64
701-5176-03-5060 Promotional Materials	5,000	0.00	66.00	0.00	4,934.00	1.32
TOTAL Materials & Supplies	7,000	157.55	298.79	0.00	6,701.21	4.27
Repairs & Maintenance						
701-5176-04-5120 Building Maintenance	26,000	735.98	17,542.92	0.00	8,457.08	67.47
TOTAL Repairs & Maintenance	26,000	735.98	17,542.92	0.00	8,457.08	67.47
Utilities						
701-5176-05-5616 Utilities - Electricity	1,850	0.00	0.00	0.00	1,850.00	0.00
701-5176-05-5618 Telephone	595	0.00	149.32	0.00	445.68	25.10
TOTAL Utilities	2,445	0.00	149.32	0.00	2,295.68	6.11
Contract Services						
701-5176-06-5620 Legal & Professional	35,000	3,666.98	6,207.48	0.00	28,792.52	17.74
701-5176-06-5764 Special Services	3,000	0.00	0.00	0.00	3,000.00	0.00
701-5176-06-7862 Maps	8,500	0.00	0.00	0.00	8,500.00	0.00
701-5176-06-7863 Strategic Plan	0	9,673.75	9,673.75	0.00	(9,673.75)	0.00
TOTAL Contract Services	46,500	13,340.73	15,881.23	0.00	30,618.77	34.15
Fees & Other Services						
701-5176-07-5150 Printing	3,000	0.00	0.00	0.00	3,000.00	0.00
701-5176-07-5190 Insurance - TML	930	0.00	272.77	0.00	657.23	29.33
701-5176-07-5260 Dues & Memberships	14,500	0.00	11,500.00	0.00	3,000.00	79.31
701-5176-07-5280 Copier Maintenance Cont	1,400	65.00	195.00	0.00	1,205.00	13.93
701-5176-07-5665 Technology/Promotional	23,000	3,345.92	15,073.26	0.00	7,926.74	65.54
701-5176-07-5667 Marketing and Advertisi	27,475	25.00	2,401.00	0.00	25,074.00	8.74
TOTAL Fees & Other Services	70,305	3,435.92	29,442.03	0.00	40,862.97	41.88
Miscellaneous						
701-5176-09-5131 Meetings Meals	1,500	238.83	238.83	0.00	1,261.17	15.92
701-5176-09-5630 Property Purchase	150,000	2,856.21	2,856.21	0.00	147,143.79	1.90
TOTAL Miscellaneous	151,500	3,095.04	3,095.04	0.00	148,404.96	2.04

701-MDD

% OF YEAR COMPLETED: 25.00

EXPENSES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
Contingency/FB						
701-5176-99-4091 Administrative fee	17,400	1,450.00	4,350.00	0.00	13,050.00	25.00
701-5176-99-5700 Grant Match	150,000	0.00	0.00	0.00	150,000.00	0.00
701-5176-99-5750 Economic Incentives	150,000	0.00	0.00	0.00	150,000.00	0.00
TOTAL Contingency/FB	317,400	1,450.00	4,350.00	0.00	313,050.00	1.37
TOTAL MDD	782,759	36,206.88	116,874.66	0.00	665,884.34	14.93
TOTAL EXPENSES	782,759	36,206.88	116,874.66	0.00	665,884.34	14.93
REVENUE OVER/(UNDER) EXPENSES	319,261	73,553.50	206,135.36	0.00	113,125.64	64.57

Municipal Development District Board Meeting
Staff Report
February 11, 2025

Agenda Item
Receive a presentation and update on Aubrey Development from Executive Director of Operations, Leanne Wilson, including but not limited to Downtown Development and Parks & Recreation projects.

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

Summary
In follow up to the Joint Council meeting in January, the AMDD Board requested an update from City staff on municipal projects that are currently in development or receiving upgrades, on the schedule for development or upgrades, and other future projects for Aubrey. The presentation will be an update for the AMDD Board.

Financial Summary
N/A

Staff Recommended Action

Staff Recommended Motion
N/A

Municipal Development District Board Meeting
Staff Report
February 11, 2025

Agenda Item
Consider and take action on a Professional Services Agreement with Catalyst Commercial for services as needed for economic analysis and development projects.

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

Summary
The Aubrey MDD adopted the Economic Development Strategic Plan from Catalyst Commercial, Inc. at the November 19, 2024 board meeting and met with the City Council in a Joint Meeting on January 14, 2025 to discuss goals and priority projects for the MDD. In follow-up to those meetings, there are projects, development and economic impact goals for the Aubrey MDD to begin in the next 12 to 18 months. Some of these goals include development of MDD property, recruiting and retaining businesses, and continued analysis of growth trends in Aubrey and the primary trade area.

The scope of services proposed by Catalyst Commercial, Inc. would be used as-needed and would assist the AMDD with information and objective analysis to advance economic development projects, planning and support for outreach, negotiations, and coordination of third-party analysis for such projects.

Financial Summary
The professional services agreement would be for 12 months from the date of signing. Charges for services would only be applied when the AMDD uses them on an as needed basis. The charges may be less than $25,000 annually, but would not exceed $25,000. The board may consider another limit on the services annually.

Staff Recommended Action

Staff Recommended Motion
The board may make a motion to approve the professional services agreement with Catalyst Commercial, Inc. for services as needed up to $25,000 over a 12-month period from the date of the signed agreement.

The board may also consider a motion for a different total amount that the board determines. The board may also also choose to deny all or part of the proposed agreement.

Municipal Development District Board Meeting
Staff Report
February 11, 2025

Agenda Item
January 2025 Staff Report and updates for the board on upcoming activities, past events, and project statuses.

Staff Contact

Summary

Financial Summary

Staff Recommended Action

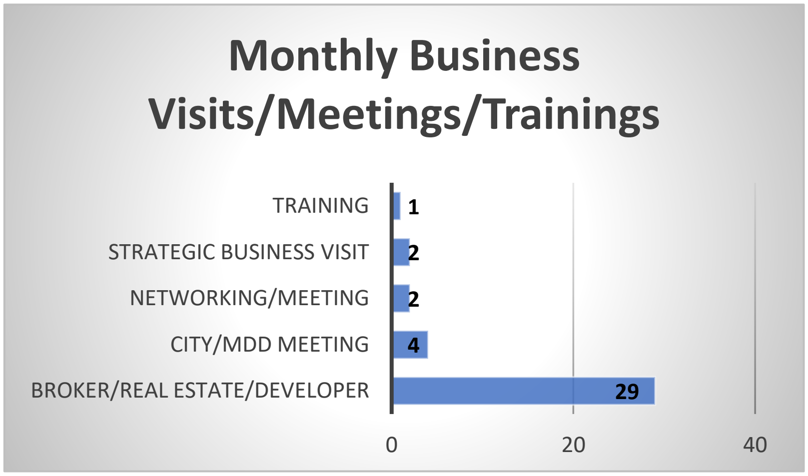
Staff Recommended Motion
N/A

JANUARY 2025 – STAFF REPORT

Aubrey Municipal Development District

Christine Gossett – Executive Director

Business Activity and Updates



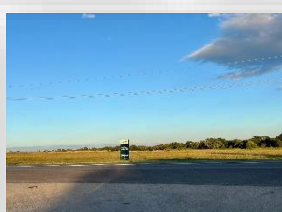
Commercial Property for Sale/Lease/Build-to-Suit:

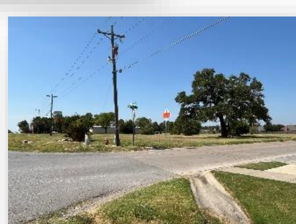
Combined commercial land for sale/lease 50 +/- acres and combined 14,600 +/- sq ft commercial space available for sale/lease. See Aubrey MDD Real Estate/Sites web page for details:

[Real Estate & Maps – Aubrey Municipal Development District]









Business Activity and Updates

- No new openings or closings.

Project Updates:

- MDD Executive Director and 2 board members attended ISCS Red River commercial real estate show in Dallas Jan. 29 – 31, 2025. The MDD had a booth and had discussions regarding Aubrey development with brokers, businesses and vendors.
- Site Selection Page: Vendor completed the page and GIS mapping for existing businesses and commercial sites available in Aubrey City Limits and ETJ. The link to the new Site Selection page is here: [Real Estate & Maps – Aubrey Municipal Development District]
- Grant Applicants: Board approved the grant request for 930 S. Hwy. 377 for $11,491.39.

Marketing:

- Website: Updates to pages and business directory/Story Map as needed.
- Social media/Facebook: Manage regular posts on activities, area business and local posts. January's highest performing post was the January 16th post from Point Bank Breakfast - Workforce Solutions speaker with 235 Views; 147 Reach; 5 Engagement.
- Website Traffic: January '25 188 Visitors and 398 Views; Dec.'24 - 118 Visitors and 211 Views;
Nov. '24 - 31 Visitors and 46 Views
- Development/Commercial Real Estate: on-going meetings and calls with developers, brokers, prospects.

Sales & Use-Tax Allocation:

- Payment Received in January 2025: $97,165.19; month prior was $96,757.51.