



City of Lake Dallas
(Type B) Community Development Corporation
Regular Meeting
City Hall
212 Main Street, Lake Dallas, TX 75065
Monday, December 12, 2016 at 7:00 p.m.
Agenda

1. Call to Order & Determination of Quorum
2. Approve and Act on Previous Meeting's Minutes – June 13, June 27, and September 20, 2016
3. Receive Budget & Financial Report
4. Consider and Act to name Matt Shaffstall as Administrator of the Lake Dallas Community Development Corporation.
5. Consider and Act on a resolution naming Matt Shaffstall as a signatory for the Lake Dallas Community Development Corporation.
6. Discuss Economic Development Process
7. Discuss and Act on an Economic Development Strategic Plan including Mission, Goals, Target Areas, and Incentive Programs for the Lake Dallas Community Development Corporation
8. Adjourn

The Lake Dallas Community Development Corporation reserves the right to convene this meeting into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 55.1071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.087 (Economic Development),

I certify that the above notice of this meeting posted on the bulletin board at City Hall of the City of Lake Dallas, Texas on or before December 9, 2016 at 6:00 p.m.


Joni Vaughn, City Secretary

If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact City Secretary's Office at (940) 497-2226 ext. 118 or fax (940) 497-4485 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

Notice of Possible Quorum – There may or may not be a quorum of the Lake Dallas City Council present at this meeting; however, there will be no City Council business conducted.





**City of Lake Dallas
(Type B) Community Development Corporation
Special Meeting
City Hall
212 Main Street, Lake Dallas, TX 75065
Tuesday, September 20, 2016 at 7:00 p.m.
Minutes**

1. Call to Order & Determination of Quorum

Meeting was called to order at 7:00 p.m.

Directors Present: Hammond, Rodrigues, Harper, Tuck,

Directors Absent: Sutherland

Staff Present: Shaffstall

2. Receive Budget & Financial Report

3. Hold Public Hearing on proposed FY 2016-2017 Annual (Type B) Community Development Corporation Budget

a. Open Public Hearing – 7:03 p.m.

b. Close Public Hearing – 7:04 p.m.

4. Consider and Act on proposed FY 2016-2017 Annual (Type B) Community Development Corporation Budget

Prior to the motion Director Harper inquired if the Public Hearing had been closed. Chairman Hammond restated that the Public Hearing was closed at 7:29 p.m.

Motion: Approve the FY 2016-17 Community Development Corporation Budget as proposed.

Motion Made by: Director Harper. Motion Seconded by: Director Rodrigues

Action: Motion was approved unanimously, 4-0.

For the upcoming November meeting the Director's requested the following:

Staff make contract with the County to discuss upcoming bond projects

That the board examine its board by-laws to be updated

Investigate eliminating the stop signs on Lakeview

To work on a goal & priority list through a joint meeting with the City Council

Update the grant application for so reiterate that applicant must ask and be fully approved before seeking funding from the CDC.

5. Adjourn – 7:32 p.m.

Minutes Prepared by:

Matt Shaffstall, City Manager

Date

Minutes Approved by:

Karl Hammond, Chair

Date

**State of Texas
County of Denton
City of Lake Dallas**

The Community Development Corporation of the City of Lake Dallas met in a special meeting on June 27, 2016 in the Lake Dallas City Hall, 212 Main Street, with notice of the meeting posted, as required, by Title 5, Chapter 551.041 of the Texas Government Code.

1. Call to Order

James Harper called the meeting to order at 7:00 p.m.

2. Roll Call

James Harper, E.J. Rodriques, Keri Marie Sutherland and Terry Tuck were present.

Karl Hammond was absent due to work.

Staff member Interim City Manager Nick Ristagno, City Secretary Joni Vaughn, and Patrol Officer Greg Noseff were present.

3. Pledges of Allegiance to the U.S. Flag and the State of Texas Flag

James Harper led the pledges of allegiance.

4. Business

a) Consideration and action to pay for an engineering cost estimate to rehab Shady Shores Road in sections as determined.

Interim City Manager Ristagno explained that any road project over \$20,000 must be engineered. The Board and Interim City Manager Ristagno agreed the first section to repair in order of importance would be Hundley to Overly, second section would be Overly to Swisher, then Main to Hundley. James Harper would like to know what the engineering costs would be. Interim City Manager Ristagno said he will contact the City Engineer to get a cost estimate for engineering costs.

Motion to engage the City Engineer to give a cost estimate to repair Shady Shores Road to was made by Keri Marie Sutherland and second by E.J. Rodriques.

Ayes: Keri Marie Sutherland, E.J. Rodriques, James Harper, and Terry Tuck

Noes: None

Motion Passed

b) Discussion regarding the completion of the walking path at City Park as specified in the Parks Master Plan.

Interim City Manager Ristagno explained that Mayor Mathews asked that the Board discuss the completion of the walking path at City Park. Staff was unable to find a plan for that in the Parks Master plan. The Board had several concerns. The area of discussion is an area where event vendors with trucks and carnival equipment come through. Another concern is that joggers prefer a bare surface over a concrete surface since it is a rather lengthy area. The Board felt that currently their funds could better serve the citizens by being utilized to improve safety rather than provide amenities. The Board feels repairing Shady Shores Road and providing sidewalks in certain areas of the City are of higher priority.

5. Future Agenda Items

Budget

6. Adjournment

James Harper adjourned the meeting at 7:34 p.m.

James Harper, Board Member

Joni Vaughn, City Secretary

9. City Manager Report

No report

10. Future Agenda Items

Bids for the Shady Shores rehab

11. Adjournment

Karl Hammond adjourned the meeting at 7:30 p.m.

Karl Hammond, Chair

Joni Vaughn, City Secretary

State of Texas
County of Denton
City of Lake Dallas

The Community Development Corporation of the City of Lake Dallas met in a regular meeting on June 13, 2016 in the Lake Dallas City Hall, 212 Main Street, with notice of the meeting posted, as required, by Title 5, Chapter 551.041 of the Texas Government Code.

1. Call to Order

Karl Hammond called the meeting to order at 7:00 p.m.

2. Roll Call

Karl Hammond, James Harper, E.J. Rodriques, and Terry Tuck were present.

Keri Marie Sutherland was absent due to illness.

Staff member City Secretary Joni Vaughn was present.

3. Pledges of Allegiance to the U.S. Flag and the State of Texas Flag

Karl Hammond led the pledges of allegiance.

4. Announcements

City wide clean up is Saturday, June 18th. Community Development Director Char DuPree's mother passed away last week. David Shershen, former Lake Dallas City Council Member, passed away last week also. Preparations for the 4th of July Celebration are underway.

5. Citizens/Visitors Agenda

No one came forward to speak.

6. Reports from Parks Liaison

Community Park is looking really green from all the rain and Willow Grove Park is closed.

7. Consent Agenda

a) **Consideration and Action to approve the Minutes for April 18, 2016 meeting.**

b) **Consideration and Action to approve Financials for April and May 2016.**

Motion to approve the Consent Agenda consisting of the minutes for the April 18, 2016 meeting and April and May 2016 Financials was made by E.J. Rodriques and second by Terry Tuck.

Ayes: E.J. Rodriques, Terry Tuck, James Harper, and Karl Hammond

Noes: None

Motion Passed

8. Business

a) **Consideration and Action to accept the resignation of Carol Ann Connors Dickson.**

Motion to accept the resignation of Carol Ann Connors Dickson was made by Terry Tuck and second by E.J. Rodriques.

Ayes: Terry Tuck, E.J. Rodriques, James Harper, and Karl Hammond

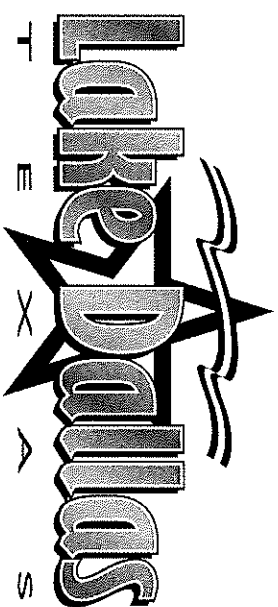
Noes: None

Motion Passed

b) **Consideration and action to pay for an engineering cost estimate to rehab Shady Shores Road in sections as determined.**

James Harper asked why an engineer was needed to rehab the road. He was expecting estimates from paving companies. The Board agreed the first section to repair in order of importance would be Hundley to Overly, second section would be Overly to Swisher, then Main to Hundley. Board would like to have a special meeting soon so they could discuss this further with Interim City Manager Ristagno to get his input on the project.

This item was tabled.



Community Development Corporation

Financial Reports

November 2016

Lake Dallas Community Development Corporation
 Monthly Financial Summary
November 2016

	Current Month	Year to Date	Original Budget
Revenues	\$52,618.30	\$52,867.01	\$ 340,316.00
Expenses	35,053.60	35,407.55	340,316.00
Net	17,564.70	17,459.46	.00

Sales Tax Revenue for the month of November was \$27,468.24.

CDC has the following cash available as of November 30, 2016:

CDC Investment Account	73,573.87
CDC Checking Account	<u>401,359.00</u>
Net Funds	\$ 474,932.87
Projects Pending:	
Main Street	(\$100,000.00)
Available Fund Balance	\$ 374,932.87

City of Lake Dallas

Summary Budget Comparison - 4B/Community Development Corporation-SRB

From 11/1/2016 Through 11/30/2016

Account Code	Account Title	Total Budget \$ - Original	YTD Actual	Current Period Actual	Percent Total Budget \$ Remaining - Original
3110	Fund Balance	41,060.00	0.00	0.00	100.00%
4112	4B Sales Tax	295,779.00	52,356.54	52,356.54	82.29%
4482	Interest Income - 4B	3,477.00	510.47	261.76	85.31%
Report Difference		340,316.00	52,867.01	52,618.30	84.47%

City of Lake Dallas
Summary Budget Comparison - 4B Community Development Corporation - Expense
From 11/1/2016 Through 11/30/2016

Account Code	Account Title	Total Amended Budget	YTD Actual	Current Period Actual	Percent Total Budget \$ Used
5962	2006 Bonds Interest	0.00	9,013.06	9,013.06	100.00%
8101	Special Events	10,000.00	0.00	0.00	0.00%
8102	Travel/Registrations	5,000.00	1,197.96	1,197.96	23.95%
8103	Advertising & Legal Notices	500.00	0.00	0.00	0.00%
8105	Subscriptions & Publications	1,500.00	0.00	0.00	0.00%
8106	Office Expenses	50.00	0.00	0.00	0.00%
8107	Contract Labor	7,300.00	0.00	0.00	0.00%
8110	Dues & Memberships	5,000.00	0.00	0.00	0.00%
8116	Parks Operations	30,000.00	10,000.00	10,000.00	33.33%
8118	Parks Maintenance	0.00	1,114.03	842.58	100.00%
8119	Interfund Transfer-Debt Service	148,966.00	0.00	0.00	0.00%
8200	Consultants & Professionals	15,000.00	0.00	0.00	0.00%
8206	Contractual Administrative & Account...	42,000.00	14,000.00	14,000.00	33.33%
8208	Accounting & Auditor	10,000.00	0.00	0.00	0.00%
8210	City Engineer & Engineering	15,000.00	0.00	0.00	0.00%
8400	Projects	50,000.00	0.00	0.00	0.00%
8440	Keep Lake Dallas Beautiful Campaign	0.00	82.50	0.00	100.00%
Report Difference		340,316.00	35,407.55	35,053.60	10.40%

City of Lake Dallas

Check/Voucher Register - 4B Check Register

1100 - Cash in Operating CDC Account

From 11/1/2016 Through 11/30/2016

Check Num...	Vendor Name	Document Date	Check Amount	Transaction Description
2220	Lake Cities	11/10/2016	800.00	Table sponsor-Lake Cities Education Foundation
2221	Lake Cities Municipal Utility	11/10/2016	219.60	Monthly billing for City Park, IRR, River Oak Way
2222	Card Service Center	11/10/2016	397.96	Monthly billing
2223	Reliant	11/10/2016	521.98	Monthly billing-Thousand Oaks, Tennis courts, Concession St
2224	United Site Services	11/10/2016	101.00	Monthly billing
2225	City of Lake Dallas - Regular	11/16/2016	2,500.00	4B August 2016 Park Operations
	City of Lake Dallas - Regular	11/16/2016	2,500.00	4B November 2016 Park Operations
	City of Lake Dallas - Regular	11/16/2016	2,500.00	4B October 2016 Park Operations
	City of Lake Dallas - Regular	11/16/2016	2,500.00	4B Sept 2016 Park Operations
	City of Lake Dallas - Regular	11/16/2016	3,500.00	4B Staff Services for November 2016
	City of Lake Dallas - Regular	11/16/2016	3,500.00	4B Staff Services for October 2016
	City of Lake Dallas - Regular	11/16/2016	3,500.00	4B Staff Services for September 2016
	City of Lake Dallas - Regular	11/16/2016	3,500.00	Staf Services fro August 2016

Report Total

26,040.54

RESOLUTION NO. 121216

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS, DESIGNATING SIGNATORIES FOR THE CITY'S ACCOUNTS AT NORTHSTAR BANK OF TEXAS; PROVIDING AN EFFECTIVE DATE

WHEREAS, the Lake Dallas Community Development Corporation has established a general fund account [106-197-6] at Northstar Bank of Texas ("the Account"); and

WHEREAS, the Accounts require two (2) signatures on each check presented for payment; and

WHEREAS, the Lake Dallas Community Development Corporation, finds it to be in the public interest to modify the authorized signatories on the City's bank accounts;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS, THAT:

SECTION 1. The City Council of the City of Lake Dallas hereby authorizes City Manager Matt Shaffstall to be a signatory for the above identified accounts with Northstar Bank of Texas.

SECTION 2. The City Council of the City of Lake Dallas hereby confirms that the other two signatories for these bank accounts are Chairperson Karl Hammond and City Secretary Joni Vaughn.

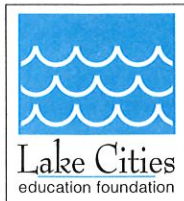
SECTION 3. This resolution shall be effective immediately upon its approval.

PASSED AND APPROVED this the 12th day of December, 2016.

Karl Hammond, Chairperson

ATTEST:

Joni Vaughn, City Secretary



LCEF | P.O. Box 1294 | Lake Dallas, TX 75065-1294 | 940.497.5233 | www.lakecitiesed.com

November 28, 2016

Lake Dallas Community Development Corporation
Donna Boner
212 Main Street
Lake Dallas, TX 75065

Dear Donna,

On behalf of the Board of Directors of the Lake Cities Education Foundation and the *16th Annual Gala* Sponsor committee, we thank you very much for your table sponsorship for the 2016 Lake Cities Education Foundation Gala and Auction.

Our event raised over \$55,000 through the silent and live auctions and sponsorships. The success of this event is due in no small part to our continued partnership with businesses such as yours. The proceeds from this event will help to provide innovative grants for teachers of the Lake Dallas Independent School District and scholarships for graduating seniors of Lake Dallas High School.

We extend our thanks and appreciation for your support of the Lake Cities Education Foundation and our efforts to assist the teachers and students of the Lake Dallas Independent School District.

Sincerely,

A handwritten signature in black ink that reads "Karla Landrum". The signature is written in a cursive, flowing style.

Karla Landrum
Executive Director