

Notice of Joint Special Meeting and Special Work Session of the Wilmer Economic Development Corporation, Type A and Wilmer Community Development Corporation, Type B

1-844-992-4726 (Toll Free) or 408-418.9388
Access code: 146 431 7520



Tuesday, December 1, 2020 at 6:00 pm

Important Notice Regarding Public Participation:

Due to the COVID-19 (coronavirus) public health emergency, and in an effort to reduce face-to-face contact, Governor Greg Abbott has granted a temporary suspension of certain provisions of the Texas Open Meetings Act. While preserving government transparency and maintaining government operations, meetings will be conducted by teleconference. The meeting will be broadcast live via telephone conference by dialing any of the following phone numbers:

- 1-844-992-4726 (Toll Free) or 408-418-9388
 - Access code: 146 431 7520
-

6:00 P.M. JOINT SPECIAL MEETING:

CALL TO ORDER

Wilmer Economic Development Corporation, Type A
Wilmer Community Development Corporation, Type B

CITIZENS' COMMENTS:

In an effort to continue to allow members of the public to address the Board may do so at one of the following temporary alternate options:

- **Electronic Mail (E-mail):** Submit your name, address, and subject and/or agenda item(s) to City Secretary at mortiz@cityofwilmer.net by 5:00 p.m. on Tuesday, December 1, 2020.
- **By phone.** Please call 1-844-992-4726 (Toll Free) or 408-418-9388; Access code: 146 431 7520 before the Call to Order and provide your name, address, and subject and/or agenda item(s).

ACTION:

1. Discuss and consider the approval of the August 2020 Financials.

ADJOURN JOINT SPECIAL MEETING

6:05 P.M. JOINT SPECIAL WORK SESSION:

CALL TO ORDER:

Wilmer Economic Development Corporation, Type A
Wilmer Community Development Corporation, Type B

1. Welcome.
2. Training Session for Economic Development Corporation, Type A and Community Development Corporation, Type B Board Members about economic and community development in general, and changes to the Economic Development Sales Tax Law.

ADJOURNMENT

EXECUTIVE SESSION: The Boards and Commissions reserve the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: Meetings of the Boards and Commissions are held in municipal facilities are wheelchair accessible. For sign interpretive services, call the City Secretary's office, 972-441-6373, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

CERTIFICATE

I hereby certify the above Notice of Meeting was posted at the Wilmer City Hall on November 28, 2020 at 1:00 p.m. and copies thereof were provided to the Wilmer Economic Development Corporation, Type A board members and Wilmer Community Development Corporation, Type B board members.



Mayra A. Ortiz, City Secretary

Confirmation of Agenda Removal on _____, 2020.

CITY OF WILMER

Joint Economic Development Corporation and Community Develop

1.

Meeting Date: 12/01/2020

Submitted by: Patrick Harvey, Consulting Finance Director

Agenda Caption:

Discuss and consider the approval of the August 2020 Financials.

Background:

Operational Considerations:

Monthly financials are prepared by the Finance Department for Board's review and approval.

Public Information Considerations:

This item is being considered at a meeting noticed in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. Board members may approve the financials, as presented.
2. Board members may deny the financials.

Recommendation:

Staff recommends approving the August 2020 Financials.

Attachments

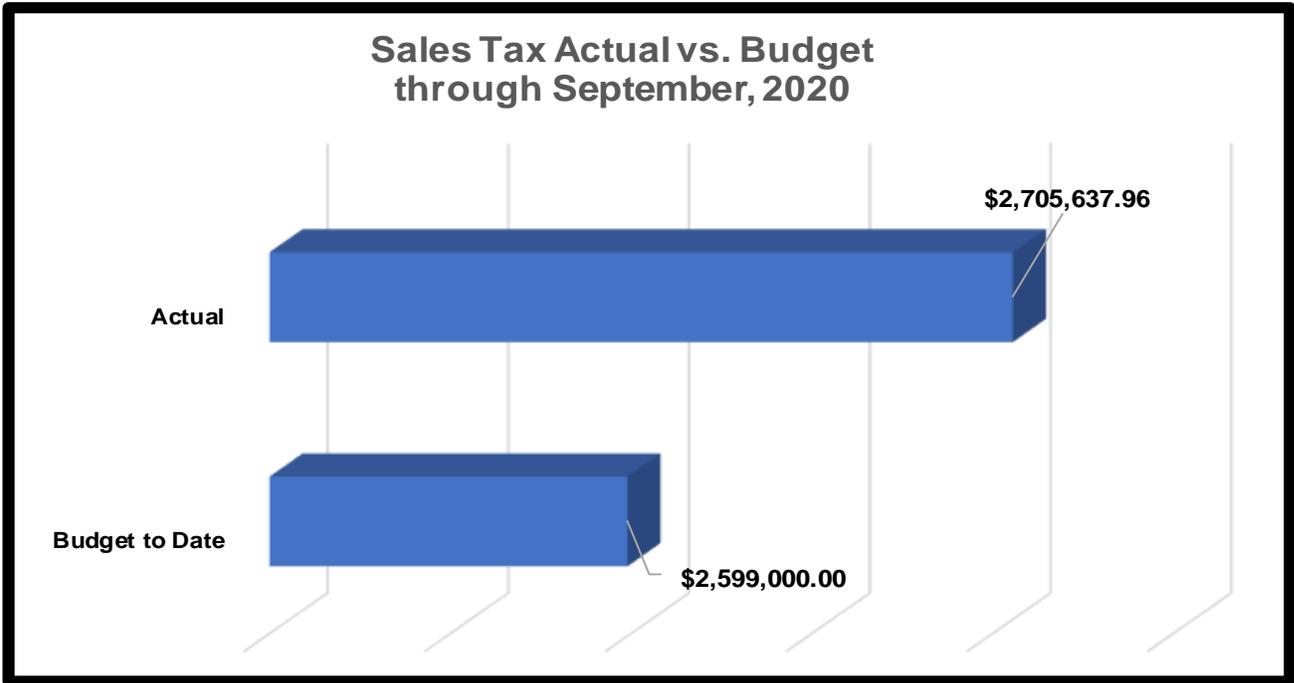
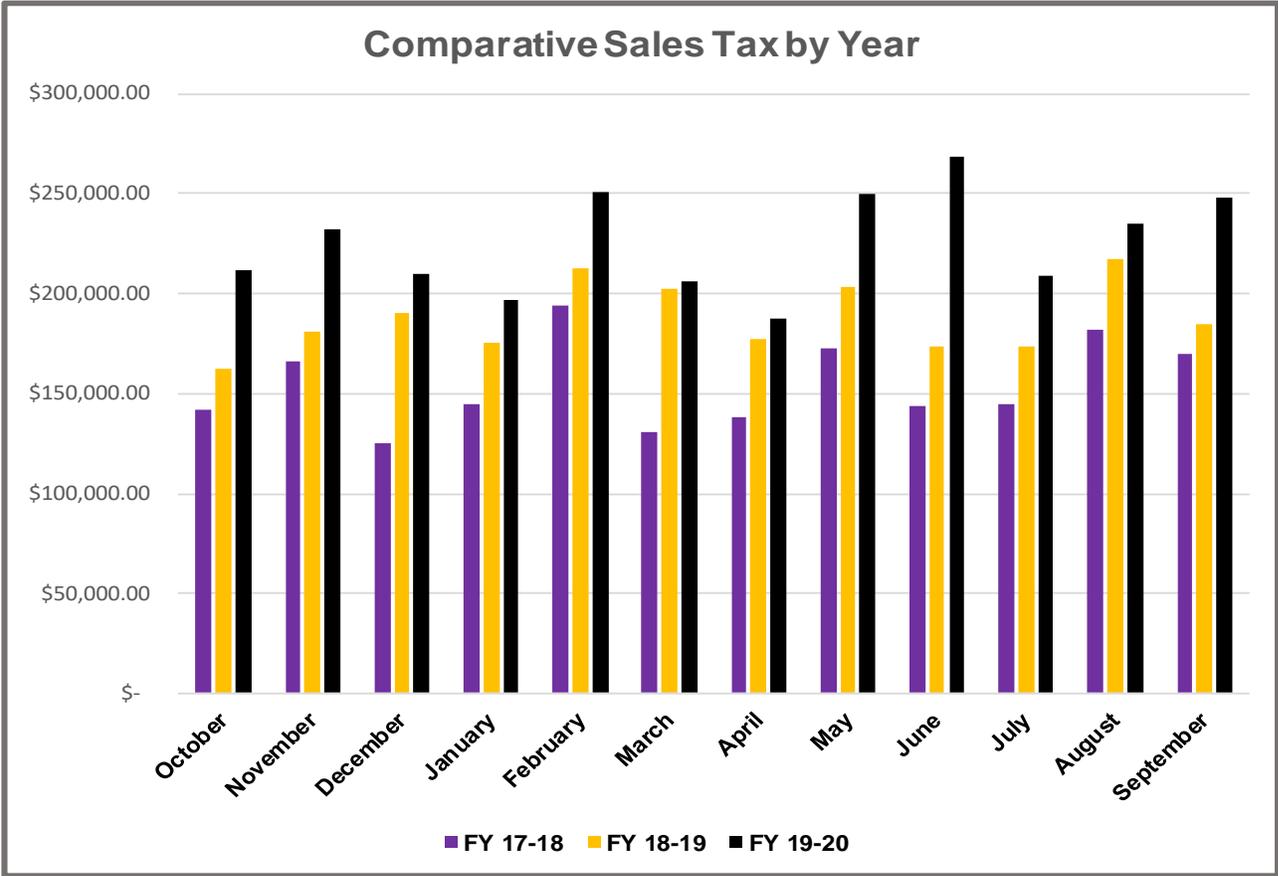
Excerpt - August 2020 Financials

November 2020 Sales and Use Tax Report



City of Wilmer
Serving Our Community

Financial Package
August 2020



City of Wilmer Sales & Use Tax Monthly Summary General Fund

September, 2020

History by Month					
Month	FY 17-18	FY 18-19	FY 19-20	Inc/(Dec) From Last Year	Percent +/-
October	\$ 142,350.59	\$ 162,304.63	\$ 211,500.88	\$ 49,196.25	30.3%
November	\$ 166,211.25	\$ 180,976.06	\$ 231,870.90	\$ 50,894.84	28.1%
December	\$ 125,356.86	\$ 189,993.90	\$ 210,132.51	\$ 20,138.61	10.6%
January	\$ 144,806.17	\$ 175,345.82	\$ 196,701.01	\$ 21,355.19	12.2%
February	\$ 194,212.48	\$ 213,092.43	\$ 251,143.47	\$ 38,051.05	17.9%
March	\$ 130,922.80	\$ 202,301.72	\$ 205,877.56	\$ 3,575.84	1.8%
April	\$ 138,402.33	\$ 177,544.86	\$ 187,702.84	\$ 10,157.98	5.7%
May	\$ 172,291.94	\$ 203,369.56	\$ 249,571.82	\$ 46,202.26	22.7%
June	\$ 143,682.73	\$ 173,386.98	\$ 268,237.88	\$ 94,850.90	54.7%
July	\$ 144,589.53	\$ 173,736.87	\$ 209,384.52	\$ 35,647.65	20.5%
August	\$ 181,916.54	\$ 217,376.57	\$ 235,133.13	\$ 17,756.57	8.2%
September	\$ 169,623.87	\$ 184,888.21	\$ 248,381.46	\$ 63,493.26	34.3%
Total General Fund	\$ 1,854,367.05	\$ 2,254,317.59	\$ 2,705,637.96	\$ 451,320.37	20.0%

Actual to Budget					
GF Budget FY 2020			\$ 2,599,000		
	PERCENT YTD	AMOUNT YTD			
Target to Budget	100.00%	\$ 2,599,000.00			
Actual to Budget	104.10%	\$ 2,705,637.96			
Amount Over/(Under)		\$ 106,637.96			
Percent +/-		4.10%		OVER/(UNDER)	% +/-
September 30 Forecast			\$ 2,705,638	\$ 106,638	4.1%

Actual to Actual					
Year to Date	FY 17-18	FY 18-19	FY 19-20	Inc/(Dec) From Last Year	Percent +/-
Year to Date	\$ 1,854,367.05	\$ 2,254,317.59	\$ 2,705,637.96	\$ 451,320.37	20.0%

Total Sales Tax & Distribution				
	General Fund	4A	4B	Total
This Month	\$ 248,381.46	\$ 124,190.73	\$ 124,190.73	\$ 496,762.92
Year to Date	\$ 2,457,256.50	\$ 1,228,628.25	\$ 1,228,628.24	\$ 4,914,513.00

NOTE: SALES TAX IS RECEIVED FROM THE STATE TWO MONTHS AFTER THE ACTUAL SALE DATE.

City of Wilmer
Monthly Investment Report
as of August 31, 2020

Account Type	Fund Distribution	Purchase Date	Maturity Date	Rate	Book Value	Market Value	YTD Interest
Logic							
	General Fund	n/a	On Demand	0.3154%	391,467.68	391,467.68	6,868.05
	Water & Sewer	n/a	On Demand	0.3154%	110,728.19	110,728.19	654.31
	Capital Fund	n/a	On Demand	0.3154%	1,103,881.92	1,103,881.92	25,756.46
	FY2019-20 Capital	3/23/2020	On Demand	0.3154%	250,754.07	250,754.07	754.07
	Debt Service	n/a	On Demand	0.3154%	698,944.36	698,944.36	3,997.33
	EDC	n/a	On Demand	0.3154%	1,075,273.02	1,075,273.02	7,301.14
	CDC	n/a	On Demand	0.3154%	1,096,456.48	1,096,456.48	7,445.25
	Court Technology	n/a	On Demand	0.3154%	105,836.95	105,836.95	720.47
	Court Security	n/a	On Demand	0.3154%	139,911.65	139,911.65	952.43
	Crossing Guard Fund	n/a	On Demand	0.3154%	4,277.28	4,277.28	27.30
Subtotal					4,977,531.60	4,977,531.60	54,476.81
TexStar							
	General Fund	n/a	On Demand	0.1645%	705,800.66	705,800.66	2,379.53
	Water & Sewer	n/a	On Demand	0.1645%	22,786.40	22,786.40	111.23
	Capital Fund	n/a	On Demand	0.1645%	600,705.37	600,705.37	3,901.00
	FY2019-20 Capital	3/23/2020	On Demand	0.1645%	150,177.12	150,177.12	20.98
	Debt Service	n/a	On Demand	0.1645%	230,195.13	230,195.13	794.60
	EDC	n/a	On Demand	0.1645%	504,572.18	504,572.18	2,218.01
	CDC	n/a	On Demand	0.1645%	514,727.75	514,970.75	2,263.69
	Court Technology	n/a	On Demand	0.1645%	45,179.17	45,179.17	199.01
	Court Security	n/a	On Demand	0.1645%	59,724.63	59,724.63	263.12
Subtotal					2,833,868.41	2,834,111.41	12,151.17
Totals					7,811,400.01	7,811,643.01	66,627.98

This report complies with the requirements of the Public Funds Investment Act and covers all funds of the City of Wilmer that are subject to law.

Rona Stringfellow
City Administrator

Patrick Harvey
Finance Consultant

Wilmer Economic Development Corporation Type A
Revenue and Expenditures Budget vs. Actual
 October 2019 through August 31, 2020
91.67% of Budget Year

	Actual	Budget	\$ (Over) Under Budget	% of Budget Spent FY to Date
Revenue				
105125 · Sales Tax Revenue	1,228,628.27	1,050,000.00	(178,628.27)	117.01%
115600 · Interest Income	16,408.79	40,000.00	23,591.21	41.02%
Total 10500 · Revenue	1,245,037.06	1,090,000.00	(155,037.06)	114.22%
Expenditures				
106000 · Personnel & Related Expenditures				
106010 · Director of Community Services	39,634.66	45,000.00	5,365.34	88.08%
106015 · Adminisitrative Assistant	0.00	7,500.00	7,500.00	0.0%
106050 · Payroll Taxes	3,092.12	2,008.00	(1,084.12)	153.99%
106060 · TWC	76.52	262.00	185.48	29.21%
106070 · TMRS	1,888.84	3,150.00	1,261.16	59.96%
106080 · Life & Health Insurance	3,957.99	18,627.00	14,669.01	21.25%
106081 · Worker's Comp	0.00	586.00	586.00	0.0%
106085 · FFCRA	865.38	0.00	(865.38)	100.0%
Total 106000 · Personnel & Related Expenditures	49,515.51	77,133.00	27,617.49	64.2%
116100 · Dues/Subscriptions/Training				
116120 · Meeting/Conferences	417.84	3,000.00	2,582.16	13.93%
118510 · Training	0.00	3,000.00	3,000.00	0.0%
118515 · Travel	239.20	5,000.00	4,760.80	4.78%
119998 · General Membership	250.00	5,000.00	4,750.00	5.0%
Total 116100 · Dues/Subscriptions/Training	907.04	16,000.00	15,092.96	5.67%
116200 · Expenditures - Capital Projects				
116226 · Wilmer South Infrastructure	0.00	100,000.00	100,000.00	0.0%
116227 · Other Infrastructure	0.00	300,000.00	300,000.00	0.0%
116230 · Fulgham Road	46,114.20	0.00	(46,114.20)	0.0%
116231 · Cactus Environmental	50,000.00	50,000.00	0.00	100.0%
116232 · I-45 Waterline	0.00	825,000.00	825,000.00	0.0%
116233 · Star Transit	0.00	50,000.00	50,000.00	0.0%
Total 116200 · Expenditures - Capital Projects	96,114.20	1,325,000.00	1,228,885.80	7.25%
117000 · Professional Services/Charges				
117100 · Legal	0.00	10,000.00	10,000.00	0.0%
117105 · Administrative	5,500.00	0.00	(5,500.00)	0.0%
117120 · Engineering	0.00	10,000.00	10,000.00	0.0%
118146 · IT Support	0.00	2,000.00	2,000.00	0.0%
118600 · Consultants				
118601 · Retail	0.00	4,000.00	4,000.00	0.0%
118605 · Economic Development	28,800.00	43,200.00	14,400.00	66.67%
Total 118600 · Consultants	28,800.00	47,200.00	18,400.00	61.02%
118610 · Marketing Associates	5,137.50	9,000.00	3,862.50	57.08%
119995 · Studies	0.00	60,000.00	60,000.00	0.0%
Total 117000 · Professional Services/Charges	39,437.50	138,200.00	98,762.50	28.54%
118000 · Operations & Maintenance				
118100 · Office Supplies				
118100 · Office Supplies	16.23	2,000.00	1,983.77	0.81%
118425 · Web Design	10,615.20	7,000.00	(3,615.20)	151.65%
118430 · Mapping System	0.00	7,750.00	7,750.00	0.0%
118535 · Printing	0.00	1,000.00	1,000.00	0.0%
118705 · EDC Board Room Improve	1,816.42	2,000.00	183.58	90.82%
119100 · Signage	0.00	1,000.00	1,000.00	0.0%
910101 · Medline 380 Agreement	467,537.28	540,560.00	73,022.72	86.49%
Total 118000 · Operations & Maintenance	479,985.13	561,310.00	81,324.87	85.51%
118500 · Marketing				
118529 · Memberships	67.50	7,750.00	7,682.50	0.87%
118530 · Conferences/Tradeshows	1,884.76	10,000.00	8,115.24	18.85%
118531 · Collateral Materals	0.00	10,000.00	10,000.00	0.0%
118532 · Misc Marketing	64.50	164,095.00	164,030.50	0.04%
118533 · Ad Design & Advertising	3,051.75	1,000.00	(2,051.75)	305.18%
Total 118500 · Marketing	5,068.51	192,845.00	187,776.49	2.63%
Total Expenditures	671,027.89	2,310,488.00	1,639,460.11	29.04%

COMMUNITY DEVELOPMENT CORPORATION, TYPE B
Revenue & Expenditures Budget vs. Actual
 October 1, 2019 through August 31, 2020
91.67% of Budget Year

	Actual	Budget	\$ (Over) Under Budget	% of Budget Spent FY to Date
Revenue				
105125 · Sales Tax Revenue	1,228,628.27	1,050,000.00	(178,628.27)	117.01%
115600 · Interest Income	16,743.10	40,000.00	23,256.90	41.86%
Total 10500 · Revenue	1,245,371.37	1,090,000.00	(155,371.37)	114.25%
Total Revenue	1,245,371.37	1,090,000.00	(155,371.37)	114.25%
Expenditures				
116000 · Personnel & Related Expenses				
116005 · Executive Director	0.00	0.00	0.00	0.0%
116010 · Director of Community Services	36,173.09	45,000.00	8,826.91	47.69%
116015 · Administrative Assistant	0.00	7,500.00	7,500.00	0.0%
116050 · Payroll Taxes	2,827.94	2,008.00	(819.94)	81.65%
116060 · TWC	76.48	262.00	185.52	29.19%
116070 · TMRS	1,729.97	3,150.00	1,420.03	32.22%
116080 · Life & Health Insurance	3,600.67	18,627.00	15,026.33	11.66%
116081 · Worker's Comp	0.00	586.00	586.00	0.0%
116085 · FFCRA	865.39	0.00	(865.39)	0.0%
Total 116000 · Personnel & Related Expenses	45,273.54	77,133.00	31,859.46	58.7%
116100 · Dues/Subscriptions/Training				
116120 · Meeting/Conferences	417.83	3,000.00	2,582.17	13.93%
118510 · Training	0.00	3,000.00	3,000.00	0.0%
118515 · Travel	172.08	5,000.00	4,827.92	2.94%
119998 · General Membership	250.00	5,000.00	4,750.00	5.0%
Total 116100 · Dues/Subscriptions/Training	839.91	16,000.00	15,160.09	5.09%
116200 · Expenditures - Capital Projects				
116226 · Wilmer South Infrastructure	0.00	100,000.00	100,000.00	0.0%
116227 · Other Infrastructure	0.00	300,000.00	300,000.00	0.0%
116229 · Pipe Bursting	0.00	0.00	0.00	0.0%
116230 · Fulghum Road	46,114.20	0.00	(46,114.20)	0.0%
116231 · Cactus Environmental	50,000.00	50,000.00	0.00	100.0%
116232 · I-45 Waterline	0.00	825,000.00	825,000.00	0.0%
116233 · Star Transit	0.00	50,000.00	50,000.00	0.0%
Total 116200 · Expenditures - Capital Projects	96,114.20	1,325,000.00	1,228,885.80	7.3%
117000 · Professional Services/Charges				
117100 · Legal	0.00	10,000.00	10,000.00	0.0%
117105 · Administrative	5,500.00	0.00	(5,500.00)	0.0%
117120 · Engineering	0.00	10,000.00	10,000.00	0.0%
118146 · IT Support	0.00	2,000.00	2,000.00	0.0%
118600 · Consultants			0.00	
118601 · Retail	0.00	4,000.00	4,000.00	0.0%
118605 · Economic Development	28,800.00	43,200.00	14,400.00	66.67%
Total 118600 · Consultants	28,800.00	47,200.00	18,400.00	61.02%
118610 · Marketing Associates	5,137.50	0.00	(5,137.50)	100.0%
119995 · Studies	0.00	60,000.00	60,000.00	0.0%
117000 · Professional Services/Charges - Other	0.00	0.00	0.00	0.0%
Total 117000 · Professional Services/Charges	39,437.50	129,200.00	89,762.50	30.52%
118000 · Operations & Maintenance				
118100 · Office Supplies	16.23	2,000.00	1,983.77	0.81%
118425 · Web Design	10,615.20	7,000.00	(3,615.20)	151.65%
118430 · Mapping System	0.00	7,750.00	7,750.00	0.0%
118535 · Printing	0.00	1,000.00	1,000.00	0.0%
118705 · EDC Board Room Improve	1,816.42	2,000.00	183.58	90.82%
119100 · Signage	0.00	1,000.00	1,000.00	0.0%
910101 · Medline 380 Agreement	467,537.28	540,560.00	73,022.72	86.49%
Total 118000 · Operations & Maintenance	479,985.13	561,310.00	81,324.87	85.51%
118500 · Marketing				
118529 · Memberships	67.50	7,750.00	7,682.50	0.87%
118530 · Conferences/Tradeshows	1,384.75	10,000.00	8,615.25	13.85%
118531 · Collateral Materials	0.00	10,000.00	10,000.00	0.0%
118532 · Misc Marketing	64.50	164,095.00	164,030.50	0.04%
118533 · Ad Design & Advertising	3,051.75	1,000.00	(2,051.75)	305.18%
Total 118500 · Marketing	4,568.50	192,845.00	188,276.50	2.37%
Total Expenditures	666,218.78	2,301,488.00	1,635,269.22	28.95%

**City of Wilmer
Sales & Use Tax
Monthly Summary
General Fund**

November, 2020

History by Month						
Month	FY 18-19	FY 19-20	FY 20-21	Inc/(Dec) From Last Year	Percent +/-	
October	\$ 162,304.63	\$ 211,500.88	\$ 235,796.27	\$ 24,295.39	11.5%	
November	\$ 180,976.06	\$ 231,870.90	\$ 292,196.54	\$ 60,325.64	26.0%	
December	\$ 189,993.90	\$ 210,132.51	-		0.0%	
January	\$ 175,345.82	\$ 196,701.01	-		0.0%	
February	\$ 213,092.43	\$ 251,143.47	-		0.0%	
March	\$ 202,301.72	\$ 205,877.56	-		0.0%	
April	\$ 177,544.86	\$ 187,702.84	-		0.0%	
May	\$ 203,369.56	\$ 249,571.82	-		0.0%	
June	\$ 173,386.98	\$ 268,237.88	-		0.0%	
July	\$ 173,736.87	\$ 209,384.52	-		0.0%	
August	\$ 217,376.57	\$ 235,133.13	-		0.0%	
September	\$ 184,888.21	\$ 248,381.46	-		0.0%	
Total General Fund	\$ 2,254,317.59	\$ 2,705,637.96	\$ 527,992.81	\$ 84,621.03	19.1%	

Actual to Budget						
GF Budget FY 2020	PERCENT YTD	AMOUNT YTD				
			\$ 2,728,950			
Target to Budget	16.67%	\$ 454,825.00				
Actual to Budget	19.35%	\$ 527,992.81				
Amount Over/(Under)		\$ 73,167.81				
Percent +/-		2.68%				
September 30 Forecast			\$ 3,222,030	<u>OVER/(UNDER)</u>	<u>% +/-</u>	
				\$ 493,080	18.1%	

Actual to Actual						
Year to Date	FY 18-19	FY 19-20	FY 20-21	Inc/(Dec) From Last Year	Percent +/-	
	\$ 343,280.69	\$ 443,371.78	\$ 527,992.81	\$ 84,621.03	19.1%	

Total Sales Tax & Distribution				
	General Fund	4A	4B	Total
This Month	\$ 235,796.27	\$ 117,898.14	\$ 117,898.14	\$ 471,592.54
Year to Date	\$ 527,992.81	\$ 263,996.41	\$ 263,996.41	\$ 1,055,985.62

NOTE: SALES TAX IS RECEIVED FROM THE STATE TWO MONTHS AFTER THE ACTUAL SALE DATE.

CITY OF WILMER

**Joint Economic Development Corporation and Community
Develop**

1.

Meeting Date: 12/01/2020

Submitted by: Rona Stringfellow, City Administrator

Agenda Caption:

Welcome.

Background:

CITY OF WILMER

**Joint Economic Development Corporation and Community
Develop**

2.

Meeting Date: 12/01/2020

Submitted by: Mayra A. Ortiz, City Secretary

Agenda Caption:

Training Session for Economic Development Corporation, Type A and Community Development Corporation, Type B Board Members about economic and community development in general, and changes to the Economic Development Sales Tax Law.

Background: