

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: _____

Meeting Date: 11/12/2024

Submitted By: County Judge's Office

Department: _____

Signature of Elected Official/Department Head:

Court Decision: <small>This section to be completed by County Judge's Office</small>

11-12-24

Description:

Government Code: Sec. 551.071, Personnel Matters, Deliberations Regarding
Diana J. Miller, Economic Development Director of Johnson County

Motion: Contract with Diana Miller for 3 Projects: Dough Project, Truck Project, and
Building Supplies Project with a One-Time Flat Fee of \$3,360.00 and \$140.00 Per Hour with a
Maximum of 150 Hours; Effective Date of 11-12-24

(May attach additional sheets if necessary)

Person to Present: _____

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) ☐ PUBLIC ☒ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: _____ minutes

Session Requested: (check one)

☐ Action Item ☐ Consent ☐ Workshop ☒ Executive ☐ Other _____

Check All Departments That Have Been Notified:

☐ County Attorney ☐ IT ☐ Purchasing ☐ Auditor
☐ Personnel ☐ Public Works ☐ Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**

Approved in CC on 9/11/2023

Diana J. Miller
CEcD/CSM/CMD/MBA
Economic Development Consultant
817-988-0760/dimiller10@verizon.net

Judge Christopher Boedeker
Johnson County Texas
2 N. Main
Cleburne, TX 76033

November 12, 2024

Letter of Understanding and Agreement

This letter of Understanding & Agreement sets forth consulting services and compensation between the two agreeing parties. Whereas, both Parties, Diana J. Miller, ("Consultant") and Judge Christopher Boedeker/Johnson County Commissioners Court, ("Client") are in agreement concerning Economic Development (ED) Consulting services to be performed for Johnson County, the following will apply.

Effective Date/Term

Effective Start Date: November 12, 2024

Term: Month to Month until either party terminates with two weeks written notice.

Scope of Services

The "Consultant" will provide professional Economic Development services for Projects defined by their respective project names. These services will include negotiations, analysis of incentives and communications, in all forms, with prospects (their designated representatives), city and county personnel or designee, and the State of Texas. The services rendered will adhere to all accepted professional guidelines for Economic Development Services. Parties will abide by all State of Texas and Federal Laws.

The work by Consultant will be for the following existing projects in addition to any work, approved by Client, for future transition of ED to the County. All new business prospects will be referred to Judge Christopher Boedeker.

Project List

Project Dough

Project Truck

Project Building Supply

Consultant Compensation

Consultant compensation will be:

Flat one-time Fee of \$3360 For Administration and Transition Services

And an hourly rate of \$140 – Not to exceed 150 hours.

Invoice will be based on 1 to 40 hours per week. Billed monthly.

Compensation invoice(s) will be submitted at the end of each month. The Client will deposit the invoiced amounts within 30 days, to the Bank Account provided as an approved Vendor of Johnson County, Texas.

Best regards.

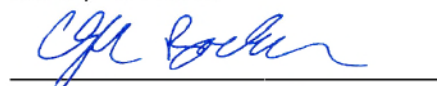


Diana J. Miller

1106 Smethwick Cove

Keller, TX 76248

Date: November 12, 2024



Christopher Boedeker

County Judge

Johnson County Courthouse

2 N. Main Street

Cleburne, TX 76033

Date: November 13, 2024