



## **Notice of Economic Development Corporation Board Meeting**

**In accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, Notice is hereby given that a Special Meeting of the Flatonia Economic Development Corporation Board of Directors will be held on Thursday, March 4, 2021 beginning at 6:00 p.m. in the City Hall Council Chambers located at 125 E. South Main St., Flatonia, Texas, for the purpose of considering the following agenda items:**

The meeting agenda is posted online at: [http://www.flatoniatx.gov/page/edc\\_agendas\\_minutes](http://www.flatoniatx.gov/page/edc_agendas_minutes).

Members of the public who wish to submit their written questions or comments on a listed agenda item must submit these by sending an email to City Manager Sarah Novo at [manager@ci.flatonia.tx.us](mailto:manager@ci.flatonia.tx.us). Questions or comments must be received no later than 12:00 noon on Thursday, March 4, 2021.

### **Opening Agenda**

Call to Order  
Invocation & Pledge  
Citizens' Participation

### **Workshop**

WS3-2021.1

Potential projects and opportunities to improve Economic Development for the City of Flatonia in accordance with the Bylaws of the Flatonia Economic Development Corporation and governed by Local Government Code, Chapter 501-Provisions Governing Development Corporations, and Chapter 505-Type B Corporations.

### **Reports**

*Destination Bootcamp - one-year report by Cyndi Johnson*  
*General Manager Report*  
*Financial Report of the Economic Development Corporation*

## Consent Agenda

Minutes of the January 21, 2021 Regular Meeting.

## Deliberation Agenda

- 3.1.2021.1 Consider and take appropriate action on adding or removing potential projects from the projects list set forth in attached Exhibit A and which the Corporation desires to undertake in the future.
- 3.1.2021.2 Consider and take appropriate action on strategies for utilizing Retail Coach.
- 3.1.2021.3 Consider and take appropriate action on canceling the regular Flatonia EDC meeting scheduled for March 18, 2021.

## Adjournment

I, the undersigned authority hereby certify that the Notice of Meeting was posted on the bulletin board outside the front door of the City Hall of the City of Flatonia, Texas, a place convenient and **readily accessible to the general public at all times** and said Notice was posted on the following date and time: **March 1, 2021 by 6:00 p.m.** and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

\_\_\_\_\_  
Heather Ambrose, City Secretary, City of Flatonia

### NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The Flatonia City Hall is wheelchair accessible. Access to the building is available at the primary entrance facing Main Street. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print are requested to contact the City Secretary's Office at 361-865-3548 or by FAX 361-865-2817 at least two working days prior to the meeting so that appropriate arrangements can be made.

### EXECUTIVE SESSION STATEMENT

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Section 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations Regarding Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations Regarding Security Devices or Security Audits), 551.086 (Certain Public Power Utilities: Competitive Matters) and 551.087 (Deliberation Regarding Economic Development Negotiations).

### Agenda Removal Notice

This Public Notice was removed from the official posting board at the Flatonia City Hall on the following date and time:

\_\_\_\_\_  
By:

\_\_\_\_\_  
Sarah Novo  
City Manager, City of Flatonia



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

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## WS3-2021.1

**Agenda Item:** Potential projects and opportunities to improve Economic Development for the City of Flatonia in accordance with the Bylaws of the Flatonia Economic Development Corporation and governed by Local Government Code, Chapter 501-Provisions Governing Development Corporations, and Chapter 505-Type B Corporations.



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

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**Reports:** *Destination Bootcamp - one-year report by Cyndi Johnson*



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

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## **Reports:** *General Manager Report*

### **Business Updates:**

- a. The Donut shop is finalizing the last few items and will reportedly be opening this month.
- b. Olle Hotel is on the market
- c. Subway building has sold
- d. Old Dollar General has closed escrow
- e. Contract on the Arnim building
- f. Stein building may have a buyer
- g. Moeller's is on the market
- h. Lyric building renovation is going well, and the ice cream shop should be opening in April with Pizza shortly thereafter.
- i. The truck wash project is well underway. It's not near completion yet and weather and other factors likely have had, and will continue to have, an impact on the completion date. There is currently no estimated completion date.

**Retail Coach:** The Retail coach contract was signed 5/21/20 and term is a duration of 12 months.

**Budget:** A budget amendment for the approved FY 21 Economic Development Corporation budget was presented to and approved by Council on February 9, 2021.

**Small Business Workshop update:** Conversation surrounding the creation of a Small Business development workshop series is moving forward as a potential partnership between the City, the City of Flatonia Economic Development Corporation, the Chamber of Commerce, local businesses and the Small Business Association to offer business planning and resource workshops locally for the benefit of our local businesses. A Zoom meeting has been rescheduled from February 19<sup>th</sup> with the Small Business Association.

**Union Pacific:** Staff has reached out to Union Pacific Railroad in hope of some productive negotiations to move the sidewalk project forward. UP real estate team has responded to the City's request for consideration in lowering or eliminating their required \$10,000 option fee by stating that they feel that the fee is reasonable. There are indications that they will consider our request further if presented in a formal written notice which includes bids and plans. Staff will continue to

provide updates on this project as they are available.

**Striping South Main:** The City's Utility Director is in conversation with a striping company to obtain a quote and prepare a mock-up of how many spaces would be available if South Main Street were striped as well as a cost estimate. Staff will continue to provide updates on this project as they are available.

**COVID:** Effective January 30, the business occupancy percentage in Fayette County has been raised to 75%. These numbers are governed by criteria laid out in the Governors Order GA-32 which defines the TSA (also known as Trauma Service Area).

*Areas of high hospitalization areas are any Trauma Service Area (TSA) that has had seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total hospital capacity exceeds 15 percent, until such time as the Trauma Service Area has seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total hospital capacity is 15 percent or less.*

Under the criteria laid out in GA-32, the Fayette County Trauma Service Area no longer meets the definition of a high hospitalization area and so may reopen to the 75% service levels.

**Amtrak:** Staff received a call from the Amtrak Government Affairs official advising that Amtrak is looking to change their existing route structure and increase the number of stops between Houston and San Antonio. There will be some legislative modifications needed to facilitate this moving forward, however staff anticipates furthering this conversation.

**Social Media:** A City-wide Communications Strategy was presented to Council on February 9, 2021 which highlights the City's focus on internal and external communications, a commitment to transparency, as well as mechanisms to identify and measure the effectiveness of City communication with the residents and businesses of Flatonia. We hope to begin communicating more effectively the identified key issues, policy decisions made, and actions taken by the City Council.

**Parks:** Waste bag dispensers have been installed in four of the City's parks. They were each placed next to a trash can and at the following locations: (2) at 7 Acre Park, (1) at McWhirter, (1) at Central Park, and (1) near the jail at the Flatonia Rail Park.

Flatonia girls' softball has provided some additional park signage and banners at McWhirter Park during softball season.

**Directional and informational signage:** Staff are in conversation with the TXDOT engineering team to determine sign standards and potential placement locations for park, informational and directional signage.



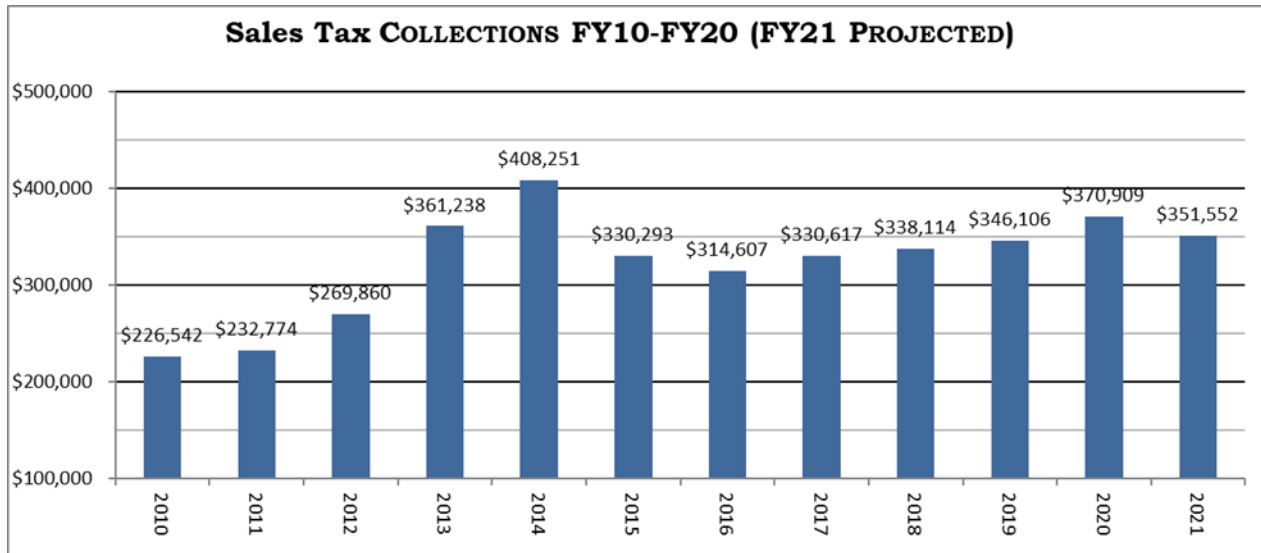
# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

## Reports: Financial report of the Economic Development Corporation

Table 1: Monthly City Sales Tax Collected (City & EDC since Feb 2016)													
FY	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
2005	\$16,092	\$13,538	\$20,816	\$14,015	\$12,184	\$18,833	\$14,852	\$15,417	\$20,269	\$17,109	\$17,624	\$30,917	\$211,666
2006	\$15,984	\$18,905	\$29,292	\$15,314	\$13,666	\$17,522	\$14,947	\$16,069	\$18,773	\$17,482	\$15,530	\$17,103	\$210,588
2007	\$15,884	\$16,467	\$21,845	\$16,458	\$13,293	\$18,272	\$14,725	\$14,653	\$20,914	\$17,110	\$16,570	\$18,213	\$204,404
2008	\$15,408	\$15,353	\$20,588	\$14,256	\$14,081	\$18,754	\$15,908	\$15,581	\$20,186	\$20,270	\$17,394	\$21,439	\$209,219
2009	\$15,887	\$16,651	\$23,181	\$15,415	\$14,331	\$19,755	\$17,008	\$17,638	\$20,605	\$18,011	\$18,845	\$18,124	\$215,449
2010	\$16,328	\$18,954	\$20,729	\$15,164	\$19,771	\$19,423	\$13,527	\$19,070	\$24,517	\$19,356	\$15,308	\$24,396	\$226,542
2011	\$18,857	\$18,807	\$21,850	\$16,989	\$14,246	\$23,735	\$18,242	\$15,423	\$24,877	\$15,322	\$23,671	\$20,757	\$232,774
2012	\$16,424	\$21,174	\$24,862	\$18,582	\$18,704	\$29,274	\$16,942	\$24,848	\$25,806	\$22,436	\$28,019	\$22,790	\$269,860
2013	\$29,570	\$27,700	\$32,700	\$34,698	\$35,955	\$54,354	\$11,498	\$27,940	\$24,694	\$31,017	\$27,719	\$23,394	\$361,238
2014	\$29,595	\$28,802	\$34,140	\$39,940	\$24,734	\$36,487	\$38,547	\$38,425	\$24,466	\$45,171	\$30,913	\$37,031	\$408,251
2015	\$36,917	\$23,937	\$25,580	\$23,158	\$23,627	\$23,229	\$28,547	\$24,333	\$33,942	\$34,177	\$26,729	\$26,117	\$330,293
2016	\$26,022	\$25,388	\$37,405	\$20,823	\$36,249	\$24,603	\$14,156	\$32,057	\$21,173	\$22,404	\$31,502	\$22,825	\$314,607
2017	\$31,934	\$25,623	\$23,610	\$28,368	\$38,099	\$24,927	\$21,546	\$26,393	\$21,830	\$27,240	\$28,304	\$32,743	\$330,617
2018	\$27,874	\$26,655	\$28,291	\$30,222	\$28,469	\$25,403	\$26,234	\$27,225	\$31,115	\$29,412	\$28,117	\$29,096	\$338,114
2019	\$27,189	\$27,954	\$28,243	\$28,294	\$30,644	\$26,488	\$26,368	\$30,749	\$29,552	\$31,634	\$31,962	\$27,029	\$346,106
2020	\$33,658	\$27,057	\$39,009	\$26,557	\$26,309	\$30,475	\$26,253	\$31,465	\$34,018	\$30,306	\$34,053	\$31,748	\$370,909
2021	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$29,296	\$351,552
	13.85%												5.35%
Table 2: Monthly City Sales Tax Collected (City Only)													
FY	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
2018	\$27,874	\$26,655	\$19,861	\$20,148	\$18,979	\$16,935	\$17,489	\$18,150	\$20,743	\$19,608	\$18,809	\$20,204	\$245,456
2019	\$18,616	\$17,785	\$17,147	\$20,339	\$22,192	\$15,910	\$16,904	\$21,156	\$18,927	\$21,215	\$21,301	\$18,013	\$229,505
2020	\$22,416	\$18,020	\$25,980	\$17,687	\$17,522	\$20,296	\$17,484	\$20,956	\$22,656	\$20,184	\$22,702	\$21,165	\$247,069
2021	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$19,530	\$234,360
	13.76%												5.27%
Table 3: Monthly City Sales Tax Collected (EDC Only)													
FY	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
2018	\$0	\$0	\$8,430	\$10,074	\$9,490	\$8,468	\$8,745	\$9,075	\$10,372	\$9,804	\$9,308	\$8,892	\$92,658
2019	\$8,573	\$10,169	\$11,096	\$7,965	\$8,452	\$10,578	\$9,464	\$9,593	\$10,625	\$10,418	\$10,661	\$9,016	\$116,601
2020	\$11,219	\$9,019	\$13,003	\$8,852	\$8,968	\$10,158	\$8,751	\$10,488	\$11,328	\$10,092	\$11,351	\$10,583	\$123,813
2021	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$9,765	\$117,180
	13.85%												5.50%



<b>EXECUTIVE SUMMARY FY2021</b>				
	FY19 Budget	FY20 Budget	Balance	FY21 Budget
<b>BEGINNING EDC FUND BALANCE</b>	\$40,640	\$174,903	\$172,104	\$175,403
<b>EDC FUND REVENUE</b>	\$125,000	\$117,580	110,221	\$96,000
<b>TOTAL ASSETS</b>	\$165,640	\$292,484	\$282,326	\$271,403
<b>TOTAL ALL EXPENSES</b>	\$70,150	\$184,150	\$82,078	\$251,936
<b>PROJECTED ENDING EDC BALANCE</b>	\$95,490	\$108,334	\$200,248	\$19,467

\*Revenues are projected at \$8,000/month sales tax. This number was projected conservatively and will likely result higher at year-end.

<b>Revenue FY2021</b>						
Account Number	Account Name	Budget 2019	Budget 2020	Balance	Budget 2021	Received 2021
1001	EDC Sales Tax Revenue	125,000	117,580	110,221	96,000.00	\$ 41,800.17
1002	EDC Contributions	-	-			
<b>TOTAL EDC REVENUE</b>		\$125,000	\$117,580	110,221	96,000.00	41800.17



EXPENSES FY2021						
Expense Line Item Number	Account Name	Budget 2019	Budget 2020	Expended 2020	Budget 2021	Expended 2021
Administrative Services						
2001	Legal Services	3,000	4,000	3,025	\$4,000	\$1,944
2002	Travel	4,000	4,000	555	\$3,000	
2003	Office Supplies	300	300		\$300	
2004	Bonding	1,850	1,850		\$1,850	\$1,040
2005	Filing Fees/IRS Filing Fees	-	500	25	\$500	
2006	Miscellaneous	1,500	1,500	48	\$41	\$41
<b>TOTAL ADMINISTRATIVE SERVICES EXPENSES</b>		<b>\$10,650</b>	<b>\$12,150</b>	<b>3,653</b>	<b>\$9,691</b>	<b>\$3,024</b>
Incentive Programs						
3001	Business Expansion/Grants	-	47,500	1,590	\$34,000	\$10,000
3002	Facade Improvement Program	10,000	10,000	4,000	\$8,000	\$4,000
3003	Utility Deposit Loan Program	10,000	10,000		\$5,000	
3004	COVID-19 Small Bus Utility Grant		9,500	13,500	\$0	
<b>TOTAL INCENTIVE PROGRAMS EXPENSES</b>		<b>\$20,000</b>	<b>77,000</b>	<b>19,090</b>	<b>\$47,000</b>	<b>\$14,000</b>
Contract Services Support						
4001	Retail Coach	12,000	11,500	11,500	\$0	
4002	Audit	2,500	2,500	1,650	\$2,500	
<b>TOTAL CHARGES FOR SERVICE</b>		<b>\$14,500</b>	<b>14,000</b>	<b>13,150</b>	<b>\$2,500</b>	<b>\$0</b>
Capital Improvement Projects						
5001	Business Infrastructure Install	11,000			\$0	
5002	Business Startup/Expansion Grants	10,000	-		\$0	
5003	Capital Improvements	4,000	81,000	46,185	\$192,745	\$34,442
<b>TOTAL CAPITAL IMPROVEMENT PROJECTS</b>		<b>\$25,000</b>	<b>81,000</b>	<b>46,185</b>	<b>\$192,745</b>	<b>\$34,442</b>
<b>TOTAL ALL EXPENSES</b>		<b>\$70,150</b>	<b>\$184,150</b>	<b>\$82,078</b>	<b>\$251,936</b>	<b>\$51,466</b>

## POTENTIAL CAPITAL IMPROVEMENT PROJECTS 5 YEAR PROJECTION

Linked to Cap Imprv Proj Line 5003	FY19	FY20	FY21	FY22	TOTALS	
PROJECT NAME						Notes
Railroad Pedestrian Crossings	4,000					
Water/Wastewater Lines		15,000				Alley behind N. Main St.
Garbade Ln Straighten and Water Line						Potential to straighten
Water Main on Jares Lane						7,500', Hwy 90 to I-10 to FM609
Railroad Pedestrian Crossing west Penn		7,500				\$5.50/sq ft. 77'x5' w/No Walls/flagg
Railroad Pedestrian Crossing east Penn					7,500	\$4.50/sq ft., switchback w/ walls
Railroad Pedestrian Crossing west Market					7,500	\$4.50/sq ft., switchback w/ walls
Splash Pad Contribution	10,000	10,000			20,000	
Nikel-Mica Waterline Extension (2200')		15,500				2200' x 6" pipe
Market St. Extension to I-10 Frontage					275,000	BEFCO Estimate from 8/22/19
Water Main Jares Lane to I-10 Frontage					35,000	3900' x 8" pipe
Water Main I-10 frontage (Jares-Hack)					36,000	3900' x 8" pipe
Water Main Extension Garbade from 11th to Hackberry					9,500	1300' x 6" pipe
Garbade Ln Straighten and Extension to Hackberry					40,000	920'x20
Amtrak Terminal Rotate					40,000	Rotate Building
Amtrak Terminal Parking Lot					9,000	1,300 square yards
Civic Center Paved Parking Lot		25,000				\$1.70/ sq ft; 12k sq ft. pave/stripe
Restrooms at 7 Acre Park		8000	8000			
Fire protection - install 8" water line toward Roberts			19500			
Purchase 1107 US Hwy 90			130000			
Grant Tx CDBG 7219150			35245			
<b>Total</b>	\$ 4,000	\$ 81,000	\$ 192,745	\$ -	\$ 310,000	

\*Amendments as seen in the attached highlighted areas were approved by Council on February 9, 2021 and adopted by ordinance 2021.2.1.



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

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## Consent

**Agenda Item:** Minutes of the January 21, 2021 Regular Meeting.

**Minutes**  
**Flatonia Economic Development Corporation**  
**Regular Meeting**  
**January 21, 2022**

<b>Board Members</b>	Dennis Geesaman Ginny Sears Ashley Beeman Gary Hoover Brad Bass
<b>City Staff</b>	Sarah Novo – City Manager/General Manager Angela Beck – City Attorney Heather Ambrose – City Secretary
<b>Absent</b>	Taylor Laney
<b>Public</b>	Robert Dornak Melanie Berger, Flatonia Argus Lennie Brown Annie Pryor

**Opening Agenda**

President Dennis Geesaman called the meeting to order at 6:01 p.m. Brad Bass led the invocation. Citizen comments were heard by Lennie Brown who spoke on Small Business Workshops.

**Reports**

*YTD Financial Report of the Economic Development Corporation*

**Workshop – Open 6:24 p.m.**

WS1-2021.1      Potential projects and opportunities to improve Economic Development for the City of Flatonia in accordance with the Bylaws of the Flatonia Economic Development Corporation and governed by Local Government Code, Chapter 501-Provisions Governing Development Corporations, and Chapter 505-Type B Corporations.

*Workshop closed at 6:36 p.m.*

**Consent Agenda**

Ginny Sears motioned to approve consent agenda including the Minutes of the November 19, 2020 Regular Meeting. Gary Hoover seconded the motion. None opposed. Motion carried.

**Deliberation Agenda**

1.1. 2021.1      No action on the addition or removal of potential projects from the projects list set

forth as Exhibit A.

- 1.1.2021.2 Ginny Sears made a motion to amend Exhibit A to reflect the following changes: move current item #6 to #2 on the list and replace the current item #6 with a new potential project described as informational and/or directional signage. Brad Bass seconded the motion. None opposed. Motion carried.

**The meeting was adjourned at 6:45 p.m.**

**Signed**

Dennis Geesaman  
President

Approved this 4<sup>th</sup> day of March 2021

**Signed**

Ashley Beeman Secretary FEDC

**Attest**

Sarah Novo FEDC General Manager  
City Manager



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

## Deliberation

3.1.2021.1

**Agenda Item:** Consider and take appropriate action on adding or removing potential projects from the projects list set forth in attached Exhibit A and which the Corporation desires to undertake in the future.

### Exhibit A

1. TDA Tx CDBG Contract 7219150 sewer and water project. (funding \$35,245 in FY 21 budget to cover grant amount and low bid+\$15,000 City match covered 4/24/20 in FY 20) (-\$17,320.95) **WORK COMPLETED. Staff are completing grant closeout.**
2. Fire protection – install 8” water line towards Roberts Steakhouse (proposed \$19,500 in FY 21) (-\$15,768.64) **COMPLETE**
3. Restrooms at 7-Acre Park (funding \$8,000 – **re-appropriated funding to FY 21 via ordinance 2021.2.1**)
4. Acquisition of the Grifaldo property bordering McWhirter Park. **Submitted closing docs**
5. Sidewalk extensions at the railroad crossings on the west side of Market St. and east and west sides of Penn St. - West side of Penn Street to get the priority. **This is an ongoing collaborative effort between UP and City.**
6. Informational and directional signage. **TXDot partnership for ROW. Funding needed.**
7. Consider street striping of South Main Street. **Quotes underway**
8. Conversion of wastewater treatment facility to mechanical plant. **Grant submitted – CDBG Mitigation, GLO**
9. Water line extension on Garbade Lane to Hackberry St.
10. Garbade Lane straighten and extend from 11th ST. to Hackberry St.
11. Market St. extension to I-10 frontage road. **Grant submitted – CDBG Mitigation, GLO**
12. Nikel-Mica waterline extension to finish looping the system.
13. Water Main on Jares Lane and I-10 frontage back to FM609.
14. CARTS/AMTRAK Terminal and parking area.



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

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**Deliberation**

3.1.2021.2

**Agenda Item:** Consider and take appropriate action on strategies for utilizing Retail Coach.



# Economic Development Corporation

Staff Report

March 4, 2021 Board Meeting

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**Deliberation**

3.1.2021.3

**Agenda Item:** Consider and take appropriate action on canceling the regular Flatonia EDC meeting scheduled for March 18, 2021.