



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 Regular Meeting of the Flatonia Economic Development Corporation Board of Directors will be held on **Thursday, July 15, 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.

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. Questions or comments must be received no later than 12:00 noon on Thursday, July 15, 2021.

Opening Agenda

Call to Order
Invocation & Pledge
Citizens' Participation

Workshop

WS7.1.2021.1 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

General Manager Report
Financial Report of the Economic Development Corporation

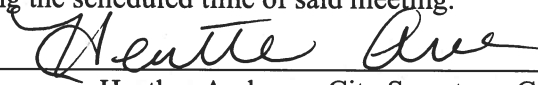
Deliberation Agenda

7.1.2021.1 Consider and take appropriate action on resignation of Board Member Ashley Beeman.

- 7.1.2021.2 Consider and take appropriate action on a recommendation to the Flatonia City Council to fill an unexpired term (expires 9/2021) due to resignation of Ashley Beeman.
- 7.1.2021.3 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.
- 7.1.2021.4 Consider and take appropriate action on a recommendation for the Flatonia Economic Development Corporation's Fiscal Year 2021/2022 budget to provide funding to partially cover administrative expenses of the City of Flatonia.

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: **July 12, 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

<p style="text-align: center;">NOTICE OF ASSISTANCE AT THE PUBLIC MEETING</p> <p>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.</p>	<p style="text-align: center;">EXECUTIVE SESSION STATEMENT</p> <p>The Flatonia EDC 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 <u>Texas Government Code</u>, 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).</p>
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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: _____

Heather Ambrose
City Secretary, City of Flatonia



Economic Development Corporation

Staff Report

July 15, 2021, Board Meeting

WORKSHOP

WS7.1.2021.1

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
July 15, 2021 Board Meeting

GENERAL MANAGER'S REPORT

Prepared by Sarah Novo

Economic Development Meeting of July 15, 2021

1. Public Services

- Work on street projects continuing.
- We are seeing an influx of quickly growing weeds and grasses citywide. Staff are in the process of prioritizing maintenance to city-owned property while also keeping up with the regular maintenance and special projects and tasks. This has been particularly challenging with very few staff on duty (the remainder have been out for medical and/or planned vacation.) There are also several large upcoming projects which will be time and staff consuming (to include: street repairs, a large electric upgrade and splash pad drainage). Staff are requesting patience as they work to prioritize and address requests as they are received.

2. Police

- The Police Department has sponsored a cadet (Ty Roggenkamp) through an upcoming academy in order to fill a vacant patrol officer position. His official start date with the City was June 23, and he will be working in a non-commissioned status until graduation from the academy which is held July 29-Dec 10.
- Close patrol is continuing for traffic enforcement on 609, 90 and 95.

3. Fire

- The volunteer fire department has continued to express that they are looking to recruit volunteers.

4. Parks

- Sprayed for mosquitos 7/1
- Shredded the new park property
- Mowed around the splash pad for event on 7/2
- Splash pad grand opening and ribbon cutting on July 2nd was well attended. We estimate that over 100 people were in attendance. Special thanks to Fayette Savings Bank for their generous donation of food and drinks for all attendees and 50 pool passes for area children to enjoy a free visit to the pool.
- I received the following email last week from an out-of-town family visiting the pool: *"Just wanted to comment on the excellent & friendly staff you have at the Flatonia pool. We are visiting family in the Schulenburg area from Minnesota and wanted to entertain the kids at the pool. Thanks for maintaining such a nice facility. Keep up the great work 👍"*

- Our Pool team and the City utility crews are doing a great job this year. Many surrounding pools are not seeing the attendance we are getting. Staff have received a number of comments regarding friendly welcoming employees, attention to safety and cleanliness, and the welcoming and appealing presence of the City in general. If you see these employees, please share your thanks.
- Staff is in the process of identifying costs for wayfinding signage city-wide.

5. **Administration**

- No City budget workshops are currently scheduled. Staff proposed the 8th and 9th although those dates did not work for many. We will need to schedule workshops asap in order to stay on track with the budget calendar.
- No auditor RFQ's have been returned by deadline. Staff will re-publish.
- City Attorney RFQ's due Friday 7/9. Several have been received.
- The last update from the Audit team is that the audit will now be received in August.
- The rollout of online bill pay ran into very few issues. Overall, the feedback has been positive. The portal opened last week. We currently have 28 customers signed up to pay online.
- LCRA grant projects – submissions are open July 1 and 20% matching funds are required for grants above 5k and up to 50k. Most successful requests are in the neighborhood of 25k. Potential projects include:
 - PD is in need of new handheld and vehicle radio systems. Quotes returned at almost \$50,000.
 - Bridge at Mc Whirter Park. Staff are connecting with engineers to determine costs for engineering, construction and access.
 - Covered shade area for splash pad.
- Staff are also looking into the status of Flatonia as a film friendly community.

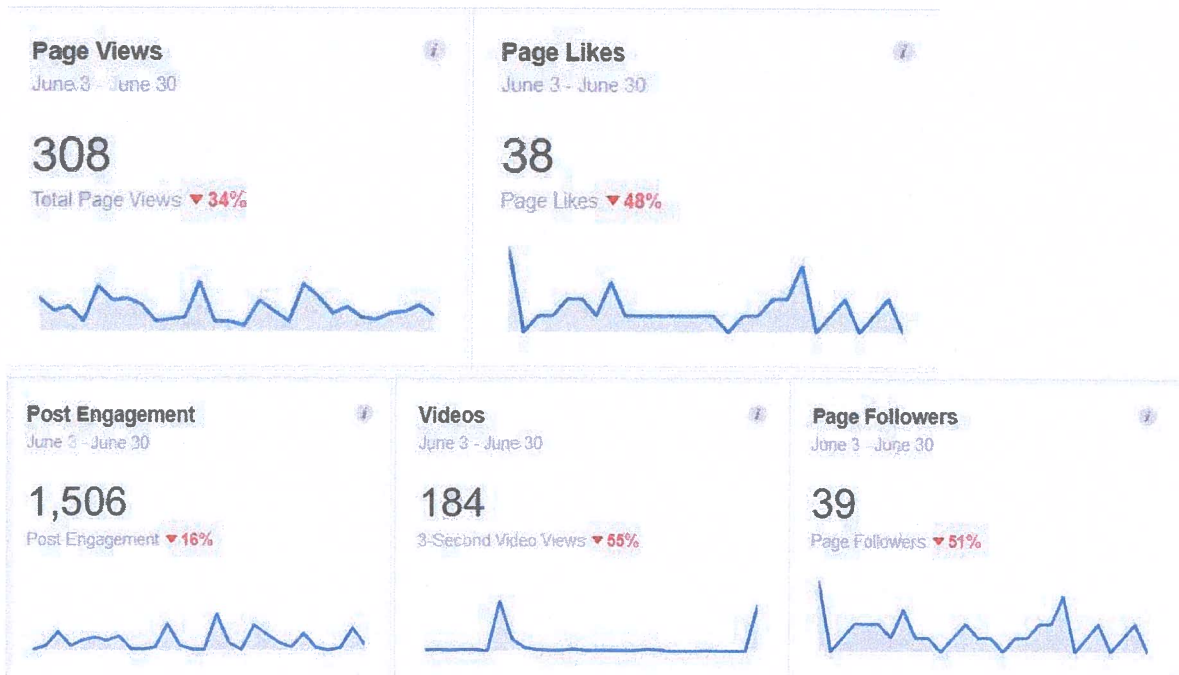
6. **Communications**

Website

- Staff have been working to clean up unlinked pages and adding info to the City's webpage that was missing. Below are two new pages:
<http://www.flatoniatx.gov/page/cemeteries>
http://www.flatoniatx.gov/page/boards_committees

Social Media

- **Facebook** is excellent about providing statistics. Please see below stats for the month of June.



- Instagram is our second most followed social media with 144 followers. Twitter is least followed with only 9. We continue to share information with The Market as we are able. Heather has signed up for a government Next Door account which is pending approval.
- "Czech in with the City" events are held each Wednesday at Darlin's Diner. City management staff are rotating Wednesdays to be available to the community for questions and City updates. These events will likely begin to be held in different locations city-wide once the event has been established in the community, and locations will be published.

Nice comments...

A member of our community brought to our attention a conversation overheard in one of our local shops where someone from far out of town was visiting and staying overnight. The store clerk asked what they had planned and what brought them to stay in Flatonia and she said our Flatonia Freedom Week had attracted her family to our community.

All the best,
Sarah Novo
 City Manager



City of Flatonia
 125 E. South Main Street
 P.O. Box 329
 Flatonia, Texas 78941
 Office: (361) 865-3548
 Mobile: (361) 772-8723

Email: manager@ci.flatonia.tx.us

Revenue FY2021						
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	\$ 108,289.00
1002	EDC Contributions	-	-			
TOTAL EDC REVENUE		\$125,000	\$117,580	110,221	96,000.00	\$108,289.00

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	\$2,999
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
TOTAL ADMINISTRATIVE SERVICES EXPENSES		\$10,650	\$12,150	3,653	\$9,691	\$4,080
Incentive Programs						
3001	Business Expansion/Grants	-	47,500	1,590	\$34,000	\$20,000
3002	Façade Improvement Program	10,000	10,000	4,000	\$8,000	\$8,000
3003	Utility Deposit Loan Program	10,000	10,000		\$5,000	\$3,280
3004	COVID-19 Small Bus Utility Grant		9,500	13,500	\$0	
TOTAL INCENTIVE PROGRAMS EXPENSES		\$20,000	77,000	19,090	\$47,000	\$31,280
Contract Services Support						
4001	Retail Coach	12,000	11,500	11,500	\$0	
4002	Audit	2,500	2,500	1,650	\$2,500	
TOTAL CHARGES FOR SERVICE		\$14,500	14,000	13,150	\$2,500	\$0
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	\$192,945	\$175,396
TOTAL CAPITAL IMPROVEMENT PROJECTS		\$25,000	81,000	46,185	\$192,945	\$175,396
TOTAL ALL EXPENSES		\$70,150	\$184,150	\$82,078	\$252,136	\$210,756
END OF FY21						

FY 20/21 Revenue and Expense Detail

Date	Check	Transaction Detail	Deposits	Withdrawals	Balance
10/1/2020		Balance forward			\$ 172,104.44
10/5/2020	583	Angela Beck (10520)		\$ 300.00	\$ 171,804.44
10/7/2020	584	Kristen Laney (Darlin's Diner Façade)		\$ 2,000.00	\$ 169,804.44
10/12/2020		Sales Tax (July 2020)	\$ 10,092.00		\$ 179,896.44
10/21/2020	585	Kristen Laney (Darlin's Diner BIP)		\$ 10,000.00	\$ 169,896.44
11/4/2020	586	Angela Beck (10529)		\$ 912.50	\$ 168,983.94
11/16/2020		Sales Tax (August 2020)	\$ 11,351.00		\$ 180,334.94
11/19/2020	587	Clear Title - 1107 E. US 90 EMD		\$ 1,000.00	\$ 179,334.94
11/19/2020	588	Clear Title - 1107 E. US 90 Option		\$ 500.00	\$ 178,834.94
12/11/2020		Sales Tax (September 2020)	\$ 10,583.00		\$ 189,417.94
12/14/2020		Reconciliation 2020	\$ 8.84		\$ 189,426.78
12/28/2020	589	Angela Beck (10535)		\$ 593.00	\$ 188,833.78
12/28/2020	590	Core and Main - CIP 8" h20 main Roberts		\$ 7,407.08	\$ 181,426.70
1/4/2021	591	Flatonia Argus - Publication prop purchase		\$ 40.50	\$ 181,386.20
1/12/2021		Transfer City match CIP (CDBG 7219150)		\$ 17,230.95	\$ 164,155.25
1/12/2021		Sales Tax (October 2020)	\$ 9,765.33		\$ 173,920.58
1/26/2021	592	Angela Beck		\$ 137.50	\$ 173,783.08
1/26/2021	593	Tammy Collins - Façade Improvement Grant		\$ 2,000.00	\$ 171,783.08
2/10/2021	594	Victor Bond Policy number 61BSBHW0278 Bass		\$ 260.00	\$ 171,523.08
2/10/2021	595	Victor Bond Policy number 61BSBHW0265 Beeman		\$ 260.00	\$ 171,263.08
2/10/2021	596	Victor Bond Policy number 61BSBHW0274 Geesaman		\$ 260.00	\$ 171,003.08
2/10/2021	597	Victor Bond Policy number 61BSBHW0273 Sears		\$ 260.00	\$ 170,743.08
2/11/2021	598	Deens Construction, Inc - CIP 8" main Roberts bore		\$ 8,000.00	\$ 162,743.08
2/11/2021	599	Leward Anders & Sons 27 tons washed sand - CIP 8"		\$ 163.86	\$ 162,579.22
2/11/2021	600	Leward Anders & Sons 28 tons washed sand - CIP 8"		\$ 166.98	\$ 162,412.24
2/12/2021		Sales Tax (November 2020)	\$ 14,306.00		\$ 176,718.24
2/22/2021	601	Supak (City match 7219150)		\$ 10,052.55	\$ 166,665.69
2/22/2021		Cashiers check - Mike Steinhauser Escrow		\$ 129,575.16	\$ 37,090.53
3/10/2021	602	T-Gear (Façade)		\$ 2,000.00	\$ 35,090.53
3/12/2021		Sales Tax (December 2020)	\$ 9,700.00		\$ 44,790.53
3/18/2021	603	Langford (City match 7219150)		\$ 1,300.00	\$ 43,490.53
3/18/2021	604	Angela Beck		\$ 312.50	\$ 43,178.03
3/31/2021		Efile 1099 and W2's invoice # 253216		\$ 30.42	\$ 43,147.61
4/9/2021	605	Elizabeth Mugira (Red Vault Bistro Façade)		\$ 2,000.00	\$ 41,147.61
4/9/2021	606	John Knotts (Lyric Theatre Façade)		\$ 2,000.00	\$ 39,147.61
4/9/2021	607	Jory Dupont (Vash N Dry Façade)		\$ 1,280.00	\$ 37,867.61
4/12/2021		Sales tax (January 2021)	\$ 8,643.00		\$ 46,510.61
4/12/2021	608	Langford (City match 7219150)		\$ 200.00	\$ 46,310.61
4/13/2021	609	Angela Beck invoice 10557		\$ 75.00	\$ 46,235.61
4/13/2021	610	Angela Beck invoice 10558		\$ 250.00	\$ 45,985.61
5/14/2021		Sales tax (February 2021)	\$ 12,696.00		\$ 58,681.61
6/4/2021	611	Angela Beck invoice 10559		\$ 187.50	\$ 58,494.11
6/11/2021		Sales tax (March 2021)	\$ 10,749.00		\$ 69,243.11
6/17/2021	612	Terry Ehler (Lyric BIP)		\$ 10,000.00	\$ 59,243.11
7/12/2021		Sales tax (April 2021)	\$ 10,395.00		\$ 69,638.11
		Totals	\$ 108,289.17	\$ 210,755.50	



Economic Development Corporation

Staff Report

July 15, 2021, Board Meeting

DELIBERATION

7.1.2021.1

Agenda Item:

Consider and take appropriate action on resignation of Board Member Ashley Beeman.

Background:

On June 17, 2021, Ashley Beeman submitted her resignation from the Board.

Recommended Motion:

I move to accept the resignation of Board Member Ashley Beeman effective June 17, 2021.

Attachments:

Emailed resignation from Ashley Beeman.

From: [Flatonia City Manager](#)
To: [Heather Ambrose](#)
Subject: FW: Step down
Date: Thursday, June 17, 2021 4:42:32 PM

FYI

From: Ashley Beeman
Sent: Thursday, June 17, 2021 4:37 PM
To: Dennis Geesaman <dennis@goosesroost.com>; Flatonia City Manager <Manager@ci.flatonia.tx.us>
Subject: Step down

Good afternoon Dennis and Sarah,

I will not be at the meeting tonight and I will need to step down as board member. My oldest girl has made a cheer team and now has practice on Thursdays. I am sorry to have to do this but this is her dream for now. I have enjoyed working with everyone and I hope to work with y'all again in the future.

Thank you
Ashley beeman

--

Ashley Beeman



Economic Development Corporation

Staff Report
July 15, 2021, Board Meeting

Deliberation

7.1.2021.2

Agenda Item:

Consider and take appropriate action on a recommendation to the Flatonia City Council to fill an unexpired term (expires 9/2021) due to resignation of Ashley Beeman.

Background:

On June 17, 2021, Ashley Beeman submitted her resignation from the Board. The Board should make a recommendation for replacement to be submitted to the Flatonia City Council for approval.

Recommended Motion:

I move to recommend <nominee> to the Flatonia City Council to fill an unexpired term (expires 9/2021) due to resignation of Ashley Beeman.

Attachments:

None



Economic Development Corporation

Staff Report
July 15, 2021, Board Meeting

DELIBERATION

7.1.2021.3

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. Restrooms at 7-Acre Park (funding \$8,000 – re-appropriated funding to FY 21 via ordinance 2021.2.1)
2. Bridge at McWhirter Park
3. 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.
4. Informational and directional signage. TXDot partnership for ROW. Funding needed.
5. Consider street striping of South Main Street. Quotes underway
6. Conversion of wastewater treatment facility to mechanical plant. Grant submitted – CDBG Mitigation, GLO
7. Water line extension on Garbade Lane to Hackberry St.
8. Garbade Lane straighten and extend from 11th ST. to Hackberry St.
9. Market St. extension to I-10 frontage road. Grant submitted – CDBG Mitigation, GLO
10. Nickel-Mica waterline extension to finish looping the system.
11. Water Main on Jares Lane and I-10 frontage back to FM609.
12. CARTS/AMTRAK Terminal and parking area.
13. Providing Matching Funds for CDBG Grant for Water Line Extension.



Economic Development Corporation

Staff Report
July 15, 2021, Board Meeting

DELIBERATION

7.1.2021.4

Agenda Item:

Consider and take appropriate action on a recommendation for the Flatonia Economic Development Corporation's Fiscal Year 2021/2022 budget to provide funding to partially cover administrative expenses of the City of Flatonia.

Background:

At the April 15, 2021, Flatonia EDC meeting, it was discussed that the Economic Development Corporation might consider planning to contribute to the administrative costs associated with the City Manager and City Secretary's salaries in proportion to the time spent related to EDC responsibilities.

As an example, a 15% contribution of the City Manager's and City Secretary's salaries would be approximately \$23,000 (this amount does not include fringe benefits etc). Time spent related to the Flatonia EDC includes financial administration, project management, reporting, agenda and minute preparation, training, and other tasks.

Recommended Motion:

Motion to be determined by Board's decision on the matter.

Attachments:

None