

**REGULAR MEETING FOR THE ALVARADO ECONOMIC DEVELOPMENT
BOARD
104 W. COLLEGE
September 17, 2020
5:30 P.M.**

AGENDA

The Alvarado Economic Development Board will meet in a Regular Called Session on Thursday, September 17, 2020 at 5:30 p.m. by videoconference. An electronic copy of the agenda packet has been made available on the City's website and a recording of the meeting will be made available at <https://us02web.zoom.us/j/88207653009> Meeting I.D. Number 882 0765 3009 Passcode: 003360

THE ECONOMIC DEVELOPMENT BOARD INTENDS TO PARTICIPATE IN THE MEETING VIA VIDEOCONFERENCE.

Members of the public may dial the following number to join the meeting starting at 5:30 pm: 1-346-248-7799 #1 (Houston) 1-408-638-0968 #2 (San Jose). Please email the City Secretary at: thomasd@cityofalvarado.org if you plan to provide public hearing comments during the meeting on Items 1 or 2 and indicate which item you would like to comment on. In order to facilitate the public hearings during the meeting, each name on the speaking list will be called at which time you will be provided an opportunity to comment. You are encouraged to email your public hearing comments to the City Secretary at: thomasd@cityofalvarado.org, any comments submitted will be read aloud during the respective public hearing

CALL TO ORDER- Roll Call

CONSENT AGENDA:

- A. Minutes from the regular called meeting on June 2, 2020.
- B. Financial Report.

1. Consideration and action regarding approval of the 2020-2021 fiscal year budget.
2. Update regarding an update for the EDC Grant program.
3. Update on Sales Tax Election, November 3, 2020.
4. Consideration and action regarding the resignation of Loyd Adair.
5. Adjourn.

Agenda
Economic Development Board
September 17, 2020
Page Two

NON-DISCRIMINATION STATEMENT

The City of Alvarado does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services. I, the undersigned authority do hereby certify that the above Agenda was posted on the City's website at :<https://www.cityofalvarado.org/index.asp?> on September 11, 2020 at 4:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Debbie Thomas, TRMC
City Secretary

CITY OF ALVARADO

County of Johnson State of Texas June 2, 2020 Minutes

The Alvarado Type B Economic Development Board of the City of Alvarado met in regular called session on Tuesday, June 2, 2020 at 6:30 p.m. via videoconferencing. The following were present for roll call:

John Percifield	*	President
Loyd Adair	*	Director
Rick Hickman	*	Director
Jerry Pritchard	*	Director
David Bayless	*	Director
Jacob Wheat	*	Director

Absent: Joe Paul Boyd * Director

Others present:

Emile Moline	*	Economic Development Director
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CALL TO ORDER

President John Percifield called this regular meeting to order at 6:30 p.m.

CONSENT AGENDA

Motion was made by Director Jerry Pritchard, duly seconded by Director Loyd Adair, to approve the consent agenda. This motion supported six votes in approval and zero votes opposed. Motion carried.

CONSIDERATION AND ACTION REGARDING THE 2020-2021 UPDATED GRANT APPLICATION.

Emile Moline, Economic Development Director will send each director a copy of the completed application when it is ready.

Minutes
Type B Economic Development Board
June 2, 2020
Page Two

CONSIDERATION AND ACTION REGARDING ECONOMIC DEVELOPMENT GRANTS FOR ALVARADO BUSINESSES, THE APPLICATION PROCESS, AND APPROPRIATE QUALIFICATIONS AND GUIDELINES.

After discussion, motion was made by Director Jerry Pritchard, duly seconded by Director Loyd Adair to economic development grants in the amount of \$5,000.00 per each business that is qualified up to a maximum of \$100,000.00 This motion supported six votes in approval and zero votes opposed. Motion carried.

ADJOURN

President John Percifield then adjourned this regular meeting of the Alvarado Type B Economic Development Board.

Passed and approved this the _____ day of _____.

John Percifield, President

Attest:

Debbie Thomas, City Secretary

04 -ECONOMIC DEV CORP FUND
 REVENUES

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
TAXES							
04-4010 Sales Tax	500,180	538,245	515,001	422,662	0	515,000	
TOTAL TAXES	500,180	538,245	515,001	422,662	0	515,000	
OTHER REVENUE							
04-4601 Interest Income	18,945	29,009	20,000	8,860	0	8,000	
04-4609 Miscellaneous Income	0	0	0	0	0	0	
04-4620 Transfer In	0	275,139	0	0	0	0	
TOTAL OTHER REVENUE	18,945	304,148	20,000	8,860	0	8,000	
TOTAL REVENUES	519,126	842,394	535,001	431,522	0	523,000	

04 -ECONOMIC DEV CORP FUND
GENERAL GOVERNMENT
ECONOMIC DEVELOPMENT

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
PERSONNEL COSTS							
04-5101-111 Salaries and Wages	54,152	60,268	15,600	13,334	0	16,224	
04-5101-115 Christmas Bonus	200	200	100	0	0	50	
04-5101-116 Longevity Pay	120	180	120	51	0	75	
04-5101-117 Auto Allowance	3,800	1,000	336	116	0	0	
04-5101-118 Workers Compensation	126	111	19	0	0	17	
04-5101-119 Insurance - Employees	8,845	9,083	4,804	1,831	0	2,660	
04-5101-120 Retirement - Employees	3,105	3,289	883	743	0	896	
04-5101-121 Social Security	3,145	3,332	1,002	687	0	1,014	
04-5101-122 Medicare	736	779	234	161	0	237	
04-5101-123 TWC Expense	162	9	90	144	0	45	
TOTAL PERSONNEL COSTS	74,390	78,251	23,188	17,067	0	21,218	
CONTRACTUAL SERVICES							
04-5101-201 Legal Services	0	0	0	0	0	0	
04-5101-202 Audit and Accounting	1,550	2,157	2,000	4,117	0	2,500	
04-5101-204 Janitorial Services	284	1,093	1,248	733	0	960	
04-5101-206 Communications	1,142	733	725	1,433	0	810	
04-5101-207 Advertisements & Notices	4,250	1,500	7,000	7,000	0	3,500	
04-5101-208 Property & Liability Insura	688	743	774	0	0	774	
04-5101-209 Dues and Subscriptions	1,214	435	1,000	500	0	1,000	
04-5101-212 Postage	1	0	100	0	0	100	
04-5101-213 Travel & Training	3,696	(710)	7,000	2,467	0	1,000	
04-5101-235 IT Expenses	0	0	1,000	0	0	0	
TOTAL CONTRACTUAL SERVICES	12,825	5,952	20,847	9,249	0	10,644	
GENERAL SERVICES							
04-5101-301 Office Supplies	129	9	800	365	0	500	
04-5101-303 Janitorial Supplies	0	8	0	0	0	0	
04-5101-304 Fuel & Lubricants	910	239	1,900	69	0	0	
04-5101-306 Materials & Supplies	138	0	0	0	0	0	
04-5101-310 Clothing and Uniforms	72	0	250	0	0	250	
04-5101-320 Council Chamber Expenses	0	42	144	0	0	144	
04-5101-371 Future Studies or Plans	0	0	2,500	0	0	2,500	
TOTAL GENERAL SERVICES	1,249	298	5,594	434	0	3,394	
MAINTENANCE							
04-5101-401 Vehicle Maintenance	149	77	500	0	0	500	
04-5101-403 Building Maintenance	206	413	500	175	0	500	
04-5101-405 Maintenance Contracts	118	132	140	124	0	700	
TOTAL MAINTENANCE	472	622	1,140	299	0	1,700	
CAPITAL OUTLAY							
04-5101-502 EDC GRANTS	0	0	0	0	0	0	
04-5101-506 Parks Grant Match	0	275,139	0	0	0	0	
04-5101-510 Sewer System Improvements	0	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	275,139	0	0	0	0	

04 -ECONOMIC DEV CORP FUND
GENERAL GOVERNMENT
ECONOMIC DEVELOPMENT

	2017-2018 ACTUAL	2018-2019 ACTUAL	CURRENT BUDGET	2019-2020 YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	PROPOSED BUDGET
<u>OTHER EXPENSES</u>							
04-5101-610 Projects to be decided	0	0	484,232	0	0	474,044	
04-5101-621 Committed Projects	0	60,000	0	0	0	0	
04-5101-650 Administrative costs	12,000	12,000	0	10,000	0	12,000	
04-5101-660 Transfers Out	0	0	0	0	0	0	
04-5101-662 Transfer to Special Project	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	12,000	72,000	484,232	10,000	0	486,044	
TOTAL ECONOMIC DEVELOPMENT	100,937	432,261	535,001	37,050	0	523,000	
TOTAL GENERAL GOVERNMENT	100,937	432,261	535,001	37,050	0	523,000	
TOTAL EXPENDITURES	100,937	432,261	535,001	37,050	0	523,000	
REVENUE OVER/ (UNDER) EXPENDITURES	418,189	410,133	0	394,472	0	0	