



**NOTICE OF A REGULAR MEETING
OF THE ECONOMIC DEVELOPMENT CORPORATION
Monday, March 25, 2024
5:30 PM**

Danny Morrow
Candice Myers
Sherran Hilliard
Chase Penny
Dwayne Wheeler
Ernie Burns
Ivy Lopez

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Van Economic Development Board will meet in a Regular Meeting March 25, 2024 at 5:30 PM at City Hall 310 Chestnut St., Van, TX 75790. The items listed below are placed on the agenda for discussion and/or action.

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that a possible quorum of the Van City Council may be present at this meeting. No official business of the City of Van will be conducted by the City Council at this meeting.

I. CALL MEETING TO ORDER

A. Roll Call and Establish a Quorum

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

A. US Flag

B. Texas Flag

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

IV. OPEN FORUM

The opportunity for citizens to address the Board on any non-agenda item (**limit 3 minutes per person**); however, the Texas Open Meetings Act prohibits the Board from discussing issues which the public has not been given seventy- two (72) hour notice. Issues raised may be referred to City Staff for research and potential future action.

V. CONSENT AGENDA

(All consent agenda items are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member request an item be removed and considered separately.)

A. Meeting Minutes

B. Financial Report

VI. DIRECTOR'S REPORT

A. Report and update from EDC Executive Director

B. Report and update from EDC President concerning Board goals.

VII. INFORMATION AND DISCUSSION

VIII. ACTION ITEMS

A. Discussion, Consideration, and Possible Action on Facade Grant program.

IX. EXECUTIVE SESSION

Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.072, 551.073,

551.074, 551.076, 551.087, and Section 418.183(f) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated here in.

X. **RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY**

RECEIVE REQUESTS FROM BOARD MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA

Discussion under this item must be limited to whether the Board wishes to include a potential agenda item on a future agenda.

XI. **ADJOURN**

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Van City Hall, 310 Chestnut St., Van, Texas 75790 by 5:00 pm on March 22, 2024

Tammy Weidman, Van EDC Executive Director

NOTE: If, during the meeting, any discussion of any item on the agenda should be held in a closed meeting, the Council will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E

 *Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Van City Hall 48 hours in advance, at (903)963-7216, and reasonable accommodations will be made for assistance.*



**NOTICE OF A REGULAR MEETING
OF THE ECONOMIC DEVELOPMENT CORPORATION
Monday, February 26, 2024
5:30 PM**

Danny Morrow
Candice Myers
Sherran Hilliard
Chase Penny
Dwayne Wheeler
Ernie Burns
Ivy Lopez

MINUTES

I. CALL MEETING TO ORDER

Meeting called to order by Danny Morrow.

A. Roll Call and Establish a Quorum

Present: Ernie Burns, Danny Morrow, Chase Penny, Sherran Hilliard

Absent: Dwayne Wheeler, Ivy Lopez, Candice Myers

II. INVOCATION

Invocation was led by Danny Morrow.

III. PLEDGE OF ALLEGIANCE

Led by Danny Morrow.

A. US Flag

B. Texas Flag

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

IV. OPEN FORUM

The opportunity for citizens to address the Board on any non-agenda item (**limit 3 minutes per person**); however, the Texas Open Meetings Act prohibits the Board from discussing issues which the public has not been given seventy- two (72) hour notice. Issues raised may be referred to City Staff for research and potential future action.

V. CONSENT AGENDA

(All consent agenda items are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member request an item be removed and considered separately.)

RESULT:

MOVER: Chase Penny

SECONDER: Ernie Burns

AYES: Chase Penny, Danny Morrow, Ernie Burns, Sherran Hilliard

NAYS: None

ABSTAINED: None

A. Meeting Minutes

B. Financial Report

VI. DIRECTOR'S REPORTS

- A. Report and update from EDC Executive Director
 Tammy reported the annual report due has been filed with the Texas State Comptroller. The Van EDC received the 2023 TEDC Economic Excellence Award.
 The need to change April's meeting location to the Movie House and the need to select a different meeting date for May as it falls on a holiday.
 A Billboard opportunity will be available in May and TXDoT has been contacted requesting 75 pounds of millings for the Movie House parking lot.
- B. Report and update from EDC President
 Danny stated that tonight there would be an annual review of the EDC Executive Director, as stated in the EDC Bylaws, and the Board needs to be aware that four positions will be up for reappointment. In April the EDC will seek applications. Board members seeking another term will need to submit an application in April to the EDC Board in order to be considered for another two-year term. Board members whose term ends are Danny, Chase, Candice and Sherran. Or a letter of resignation if applicable. In case of resignation, the Director will serve until a successor is appointed. In May, the EDC Board has an election and in June presents nominees to the City Council for approval.

VII. INFORMATION AND DISCUSSION

- A. Discussion concerning EDC Goals.
 The EDC President and Vice President will meet with the new City Manager to see what the goals are of the City.
 This will help the EDC Board select their projects and the order of which EDC goals to focus on.
- B. Discussion concerning Facade Grants.
 Tammy presented the Facade Grant Overview. She explained this is just a draft and the Board members can choose to add or delete items they feel applicable. Each town does things differently.

VIII. ACTION ITEMS

IX. EXECUTIVE SESSION

Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.072, 551.073, 551.074, 551.076, 551.087, and Section 418.183(f) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated here in.
 The EDC Board convened into executive session at 6:06pm.

- A. The EDC Board will convene in Executive Session pursuant to Texas Government Code Section 551.074 (personnel) to conduct an annual evaluation of the EDC Executive Director.

X. RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY

- A. Discussion, Consideration, and Possible Action on item IX. A. personnel to conduct an annual evaluation of the EDC Executive Director.
 Reconvene into regular session at 6:38pm and no action taken.

RECEIVE REQUESTS FROM BOARD MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA

Discussion under this item must be limited to whether the Board wishes to include a potential agenda item on a future agenda.

Facade Grant discussion and EDC Goals shall be placed on the March agenda.

XI. ADJOURN

RESULT:	
MOVER:	Sherran Hilliard
SECONDER:	Chase Penny
AYES:	None
NAYS:	None
ABSTAINED:	None

Attest:

EDC President

EDC Executive Director



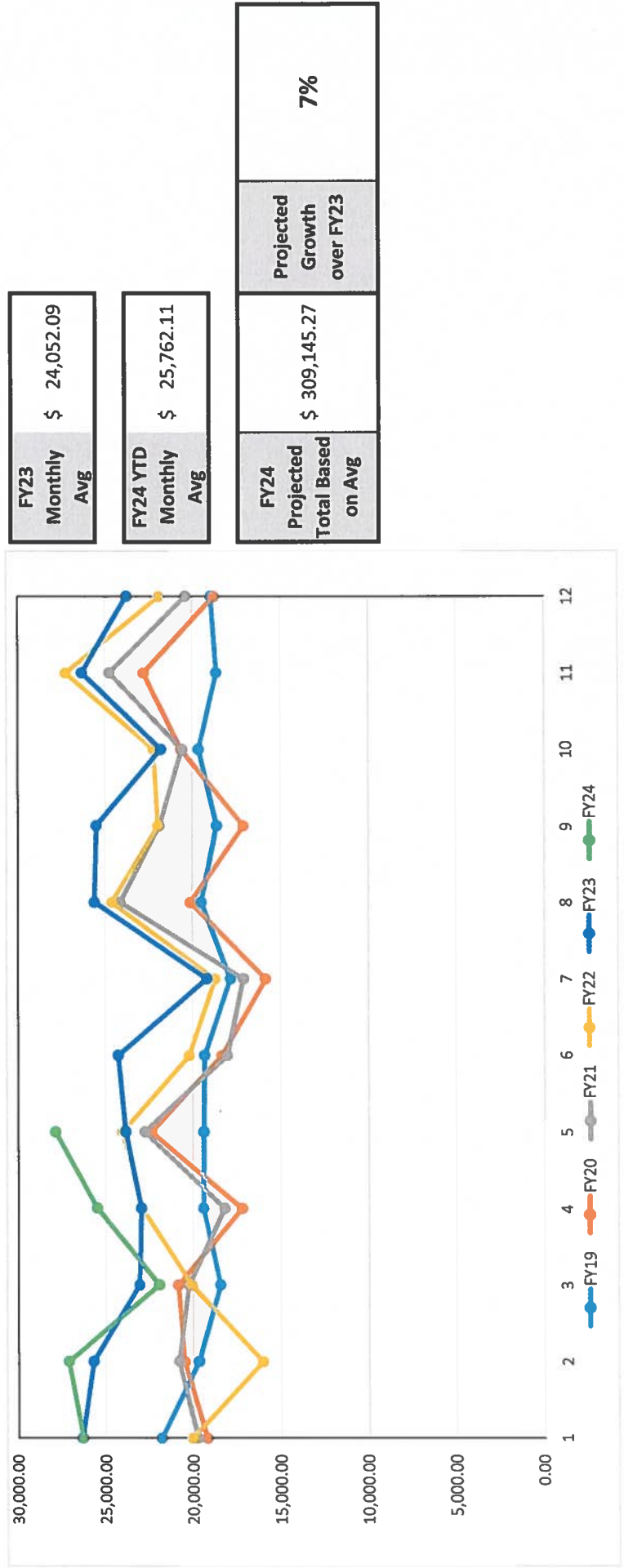
Van Economic Development Corporation

Budget vs. Actuals: Budget FY23-24 - FY24 P&L

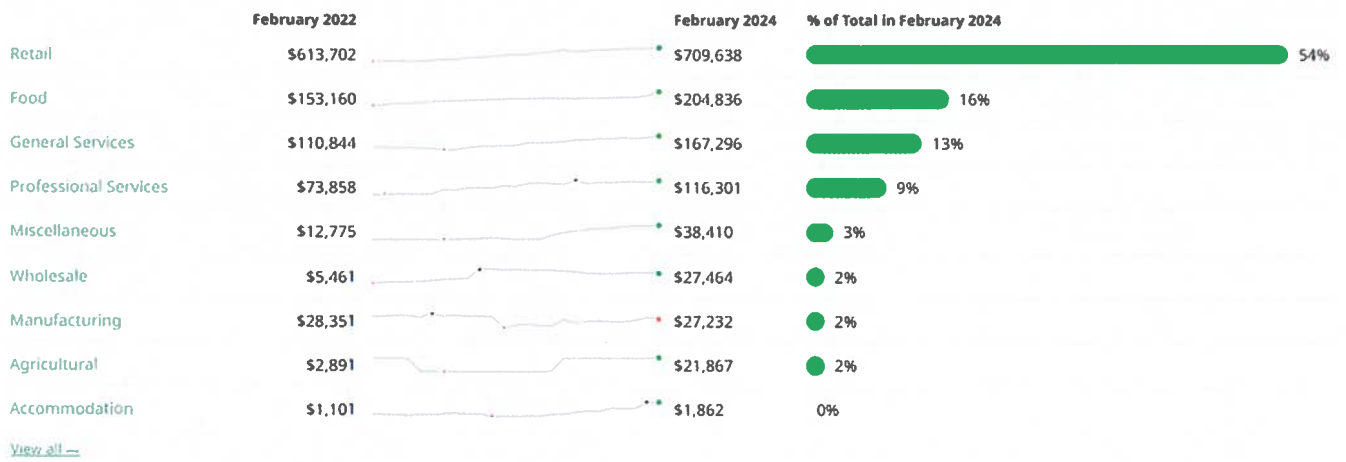
Monthly Report

INCOME	BUDGET	February	YTD	Pending Revenue	% Collected
City Sales & Tax Allocation	\$281,250.00	\$27,870.01	\$128,810.53	\$152,439.47	46%
Interest - Checking	\$500.00		\$6.60	\$493.40	1%
Movie House Rentals	\$2,500.00	\$400.00	\$800.00	\$1,700.00	32%
Total Income	\$284,250.00	\$28,270.01	\$129,617.13	\$154,632.87	46%
EXPENSES				Remaining Allocation	% Remaining
Association Dues	\$1,580.00	\$816.25	\$976.25	\$603.75	38%
City of Van Water Well	\$50,000.00		\$0.00	\$50,000.00	100%
Loan- Govt. Capital	\$14,478.00		\$14,477.52	\$0.48	0%
Meeting Expenses	\$500.00		\$0.00	\$500.00	100%
Professional Services	\$15,000.00	\$40.00	\$1,659.79	\$13,340.21	89%
Special Projects - Parks & Rec	\$10,000.00		\$0.00	\$10,000.00	100%
Movie House Cleaning	\$1,200.00	\$100.00	\$500.00	\$700.00	58%
Movie House Electric/Internet	\$4,482.00	\$342.95	\$1,471.74	\$3,010.26	67%
Movie House Insurance	\$2,550.00		\$2,091.73	\$458.27	18%
Movie House Maint. Bldg & Grounds	\$3,000.00	\$11.55	\$11.55	\$2,988.45	100%
Facilities/City Hall Expenses	\$6,000.00	\$63.49	\$136.22	\$5,863.78	98%
Supplies	\$1,000.00		\$15.76	\$984.24	98%
Computer Software	\$5,000.00		\$364.73	\$4,635.27	93%
IT Services	\$1,884.00		\$0.00	\$1,884.00	100%
Website	\$1,587.00		\$0.00	\$1,587.00	100%
Salaries	\$76,177.00	\$8,289.18	\$31,674.26	\$44,502.74	58%
Advertising	\$2,000.00		\$0.00	\$2,000.00	100%
Chamber Prize Money	\$1,000.00		\$0.00	\$1,000.00	100%
Marketing	\$8,312.00		\$100.00	\$8,212.00	99%
Promotional Events/Trade Shows	\$2,500.00		\$500.00	\$2,000.00	80%
Conferences/Training	\$2,000.00		\$695.00	\$1,305.00	65%
Travel/Lodging/Meals	\$4,000.00	\$529.30	\$1,090.18	\$2,909.82	73%
Business Incentive	\$20,000.00		\$0.00	\$20,000.00	100%
Projects to be defined	\$50,000.00		\$0.00	\$50,000.00	100%
Total Expenses	\$284,250.00	\$10,192.72	\$55,764.73	\$228,485.27	80%
NET OPERATING INCOME				\$18,077.29	

DEP.	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-2024	Monthly Compared to FY23
OCT			14,855.41	17,924.55	16,238.07	18,532.24	21,838.57	19,246.87	19,788.28	20,104.08	26,368.09	26,337.85	(\$30.24)
NOV	11,734.48	12,471.89	19,222.15	18,515.51	20,448.81	16,239.35	19,684.12	20,508.40	20,817.72	16,074.66	25,715.10	27,144.64	\$1,429.54
DEC	7,001.16	9,389.99	19,470.60	24,630.12	11,082.76	16,866.90	18,482.83	20,883.87	20,251.11	20,116.88	23,087.50	21,959.82	(\$1,137.68)
JAN	8,157.25	7,263.18	16,264.84	19,080.58	15,382.61	16,877.91	19,430.95	17,223.47	18,202.07	22,942.68	22,992.91	25,498.21	\$2,505.30
FEB	10,397.01	12,231.32	19,204.78	26,141.64	18,272.06	18,437.25	19,392.53	22,386.18	22,774.56	24,077.10	23,870.38	27,870.01	\$3,999.63
MAR	6,754.14	8,902.17	13,606.73	7,284.26	17,797.11	18,010.10	19,352.43	18,376.41	18,064.58	20,239.32	24,285.83		(\$24,285.83)
APR	7,227.35	7,358.47	8,951.50	13,141.06	15,966.36	16,501.16	17,881.80	15,876.37	17,132.74	18,765.42	19,211.96		(\$19,211.96)
MAY	12,678.29	11,073.28	12,959.51	19,624.21	19,405.74	20,224.74	19,530.43	20,137.62	24,156.93	24,661.09	25,628.99		(\$25,628.99)
JUNE	8,703.56	8,278.03	12,714.19	12,970.56	18,401.33	17,538.78	18,642.48	17,128.77	21,898.89	22,009.15	25,506.39		(\$25,506.39)
JULY	7,700.18	9,035.51	13,596.45	14,334.39	17,587.32	17,065.16	19,660.85	20,661.01	20,615.74	22,265.67	21,821.87		(\$21,821.87)
AUG	11,824.61	10,976.03	21,699.03	20,260.75	17,458.85	22,383.48	18,662.07	22,807.01	24,751.37	27,266.47	26,331.57		(\$26,331.57)
SEPT	7,519.75	7,228.99	19,041.89	14,700.01	18,054.11	19,528.46	18,973.64	18,791.20	20,402.91	21,964.13	23,794.53		(\$23,794.53)
TOTAL	99,697.78	104,208.86	191,587.08	208,607.64	206,095.13	218,205.53	231,532.70	234,027.18	248,836.90	260,486.65	288,625.12	128,810.53	(\$159,814.59)



How have the annual collections of our industries changed over the past two years?



TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002



VAN ECONOMIC DEVELOPMENT CORP
VAN ECONOMIC DEVELOPMENT CORP
ATTN TAMMY WEIDMAN
PO BOX 1046
VAN TX 75790-1046

Participant Statement

Statement Period 02/01/2024 - 02/29/2024

Customer Service 1-866-TEX-POOL
Location ID 000079844
Investor ID 000029822

TexPool Update

Based on participant feedback, effective December 1, 2023, TexPool now offers direct check purchases into TexPool and TexPool Prime. Please contact TexPool Participant Services to learn more.

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$74,316.53	\$28,358.00	\$0.00	\$388.89	\$103,063.42	\$94,865.04
Total Dollar Value	\$74,316.53	\$28,358.00	\$0.00	\$388.89	\$103,063.42	

Portfolio Value

Pool Name	Pool/Account	Market Value (02/01/2024)	Share Price (02/29/2024)	Shares Owned (02/29/2024)	Market Value (02/29/2024)
Texas Local Government Investment Pool	449/7984400001	\$74,316.53	\$1.00	103,063.420	\$103,063.42
Total Dollar Value		\$74,316.53			\$103,063.42

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/7984400001	\$388.89	\$724.75
Total		\$388.89	\$724.75

Transaction Detail

Texas Local Government Investment Pool

Participant: VAN ECONOMIC DEVELOPMENT CORP

Pool/Account: 449/7984400001

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
02/01/2024	02/01/2024	BEGINNING BALANCE	\$74,316.53	\$1.00		74,316.530
02/09/2024	02/12/2024	ACH DEPOSIT	\$28,358.00	\$1.00	28,358.000	102,674.530
02/29/2024	02/29/2024	MONTHLY POSTING	\$388.89	\$1.00	388.890	103,063.420
Account Value as of 02/29/2024			\$103,063.42	\$1.00		103,063.420



EDC Directors Report for March 25, 2024

Sarah Hartley emailed me with an update on our millings request. She said that the contract for TxDOT starts in June and there are 3 other locations on the contract so she doesn't know when FM16/SH 110 will be done, but she will keep in touch so that TxDOT can do what they can to help with City assistance. (We requested 75lbs of millings for the Movie House parking lot)

The school pamphlet project is close to completion.

Hawthorne Designs on Park Row is no longer in business.

The old Dollar General building is no longer available. It is under contract and the listing realtor said she's not at liberty to disclose any further details.

Meetings, Conventions and Conferences that I attended include:

Planning & Zoning Meeting (Feb. 27th 5:30pm-6:00pm)

PCED Training (Jan. 30 – Feb. 2nd)

I attended the CDI Texas Community Development Institute and completed year one of the three-year program required to test for the PCED certification. (Professional Community and Economic Developer)

Kiwanis Meeting (February 14th- 12-1pm)

Hotel Tax Workshop (Feb. 14th 6pm-6:45pm)

City Council Meeting (Feb. 14th 7pm-7:20pm)

Board Training-

I checked into training for the Board this year and Carlton Schwab does not do Sales Tax Workshop training. I recommend online training in December.



NOT LISTED IN ANY PARTICULAR ORDER



INFRASTRUCTURE

- Water Wells
- Sewer Plant
- Power Lines
- Streets/Roads
- Parking & Parking Lots
- Sidewalks



DOWNTOWN REVITALIZATION

- *Designated Parking*
- *Facade & Sign Grants*
- *Lighting*
- *Pocket Park*
- *Farmer's Market*
- *Patio Dining*
- *Live Music*



PARKS & RECREATION

- Pickle Ball
- Basketball
- Soccer Fields
- Side Walks
- Bicycle Lanes



PROMOTING VAN

- Historical Marker Bicycle Tour
- TX Dot Ramp Signs Promoting Businesses
- Rack cards at Texas Visitors Centers
- History Events
- Grants for employees at Van Oil Museum



BUSINESS RECRUITMENT

- Park Row
- Drive In Movie / Movie Theatre
- Ax Throwing / Miniature Golf
- Food Truck Park
- Bakery / Dry Cleaners/ Ice Cream Parlor
- Senior Living



VAN ECONOMIC DEVELOPMENT CORPORATION

Façade Grant Overview

PURPOSE:

The purpose of this program is to provide financial assistance to existing commercial property owners and business owners/managers for qualified exterior building improvements. Van EDC supports revitalization by stimulating private investment in high-quality improvements that enhance the appearance of buildings and properties. The improvements by existing businesses may act as a catalyst for widespread revitalization throughout the community.

ELIGIBLE EXPENSES:

- Complete façade rehabilitation
- Exterior painting that incorporates a major visual change (maintenance painting does not apply)
- Significant masonry cleaning and/or restoration
- Exterior treatments such as brick, tile, stucco, stone, wood, or siding
- New or enhanced Exterior building lighting attached to the façade
- Door removal and replacement
- Window removal and replacement
- Attached gutters or down spouts
- Awnings, canopies, sunshades
- Signage attached to the facade
- Installation, expansion or rehabilitation of outdoor patios designed for public usage
- Side and rear improvements may be eligible in cases where improvements are visible to the public from public right-of-way

ELIGIBILITY REQUIREMENTS AND GUIDELINES:

- Eligible expenditures for reimbursement include those solely related to exterior building improvements (cosmetic and /or structural) visible to the public. (street or parking area)
- Eligible applicants are commercial property and/or business owners located within Van City Limits. Tenants who do not own the property must have a signed lease agreement and must submit a completed Letter of Property Owner Approval with their project application.
- The applicant must not begin any improvements prior to receiving written approval of grant funding from the Van Economic Development Corporation.
- The facility must be in full compliance with all applicable zoning, land use, and other ordinances.
- Zoning for the project property must be commercial. No grants will be provided for residential structures.
- The business must be in operation a minimum of 40 hours per week and open to the public.

ELIGIBILITY REQUIREMENTS AND GUIDELINES, CONTINUED:

If approved, funds will only be disbursed after completion of the project in accordance with drawings and specifications approved by the Van Economic Development Corporation (VEDC), and after the applicant submits to VEDC proof of paid receipts for all applicable labor and materials. Five (5) photographs of the completed work shall also be required (high-resolution color prints and snap shots are acceptable).

- If approved, funds will be a cash matching of funds disbursed by the applicant and are not to exceed the limits set forth. In-kind contributions may not be used as any part of the applicant's match. Only cash matches of the applicant's expenditures may be used.
- The applicant shall be obligated to make the improvements in accordance with the application submitted to and approved by the VEDC Board of Directors. Thereafter, any modifications must first receive the written approval of either the VEDC Board of Directors or its Executive Director. Failure to obtain such written approval prior to making any such modifications shall render the applicant ineligible to receive funding.
- The applicant shall be responsible for obtaining all applicable permits related to the proposed project. Copies of all permits related to the improvement project are to be included with the application package.
- The improvements, as presented in the application, must be completed in their entirety. Failure to complete all of the stated improvements shall render the applicant ineligible to receive reimbursement.
- Upon approval of a grant application, and during the construction of the improvements, a representative or representatives of the VEDC shall have the right, at reasonable times, to have access to and inspect the work in progress.
- The applicant shall not begin any improvements prior to receiving written approval of grant funding from the VEDC.
- The applicant must complete the improvement project within twelve (12) months of receiving written approval therefore from the VEDC. Failure to complete the improvements within the required time period may result in the loss of the grant funds allocated for the proposed project.
- The applicant must agree to remain in business and to not sell or assign such business to another person or entity for a period of twenty-four (24) months from the date of disbursement of the grant funds.
- Approval of all applications shall be with the understanding and agreement that, in the event the business (applicant) fails to remain open, or the business or property is sold or transferred, within twenty-four (24) months after the disbursement of the grant funds, the applicant shall be considered in default of its obligations under the grant and shall be required to reimburse the VEDC the grant money received.
- All applications must have a minimum of three (3) bids from qualified contractors in order to substantiate the projected cost of the proposed project.
- The applicant must agree that, in the event of default of its obligations, the VEDC has the right to reimbursement for all attorney's fees and costs, which may be incurred as a result of any legal action required to seek reimbursement of all grant funding received by the applicant.

- All applications must be approved by a majority vote of the Board of Directors of the VEDC.

AMOUNT OF GRANT:

Approved applicants are eligible for a 50% reimbursement on eligible expenses equal to or less than \$5000.00.

APPLICANT'S AGREEMENT:

I acknowledge that I have received, reviewed, and fully understand the guidelines, criteria, standards, rules, and procedures established by the VEDC for the Façade Grant Program.

I understand that should I choose to apply for the Façade Grant and, in the event that I am approved for funding, I must abide by these guidelines, criteria, standards, rules, and procedures as binding and contractual in nature.

Signature

Date

TO APPLY:

To receive an application, you must return this signed page to Tammy Weidman, Van Economic Development Corporation Executive Director at tweidman@vantx.gov.

If you have any questions about the content of this document, in addition to the e-mail address shown above, you can also contact Ms. Weidman at 903-963-1059.