



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

**In accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, Notice is hereby given that an Economic Development Corporation Board Meeting will be held on Thursday, January 19, 2023, 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 Secretary Tammy Louvier at [citysecretary@ci.flatonia.tx.us](mailto:citysecretary@ci.flatonia.tx.us). Questions or comments must be received no later than 12:00 noon on Friday, January 13, 2023.

### **Opening Agenda**

Call to Order  
Invocation & Pledge  
Citizens' Participation

### **Workshop**

**WS1-2023.1** 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**

*YTD Financial Report of the Economic Development Corporation*

### **Consent Agenda**

**C-1** Approve minutes from the October 20, 2022, EDC meeting.

### **Deliberation Agenda**

- DA1.1.2023.1** Consider and take appropriate action on approving the bidding process and drawings for the public restrooms to be constructed at the 7-acre park.
- DA1.1.2023.2** Consider and take appropriate action on appointing a committee to review applications for open position on the EDC Committee.
- DA1.1.2023.3** Consider and take appropriate action on approving the BIP grant for Henry K's.

**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: **January 13, 2022, by 6:00 p.m.** and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

*Tamela Louvier*  
 \_\_\_\_\_  
 Sonya Bishop, City Manager, 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: \_\_\_\_\_

Tamela Louvier  
City Secretary, City of Flatonia



# Economic Development Corporation

Staff Report

January 19, 2023, Board Meeting

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## Workshop

**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. Streetlight upgrades- We have \$9750.00 remaining to be used.
2. Restrooms at 7-Acre Park (funding \$8,000 – re-appropriated funding to FY 21 via ordinance 2021.2.1). We are waiting on estimates that we believe will be \$25,000.00 need to add this to the budget for 2022-2023.
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 10 directional sign locations TBS. TxDot partnership for ROW. Funding needed. Signage – Need to get some signage near the Freeway, Old Spanish Trail signs and way finding signs. Jack has been working with TxDot. We will need to get a map of where we want them for him to send to TxDot.
5. Consider putting a t-ball field on the left side next to the splashpad. Jack and Travis will provide a drawing for the t-ball field.
6. Use the Grifaldo property for an exit for buses and traffic exiting the park.
7. Need to get with local businesses to discuss the zip code analysis
8. Need to get the Business Survey mailed out with utilities bills.
9. Removal of asbestos from the old fire station, money is already allocated. We need to work on getting an estimate for the asbestos removal. We will need to have an environmental study done first.
10. Conversion of wastewater treatment facility to mechanical plant.
11. Water line extension on Garbade Lane to Hackberry St.
12. Garbade Lane straighten and extend from 11th ST. to Hackberry St.
13. Market St. extension to I-10 frontage road.
14. Nickel-Mica waterline extension to finish looping the system.
15. Water Main on Jares Lane and I-10 frontage back to FM609.
16. CARTS/AMTRAK Terminal and parking area.
17. New back-up generator for Wastewater Treatment Plant.

<b>Project</b>	<b>Total Spent</b>	<b>Percentage</b>
<b>Development</b>	<b>\$ 108,189.62</b>	<b>20%</b>
<b>Intrastructure</b>	<b>\$ 93,507.92</b>	<b>17%</b>
<b>Business Promotions</b>	<b>\$ 5,520.82</b>	<b>1%</b>
<b>Parks</b>	<b>\$ 164,185.50</b>	<b>30%</b>
<b>Completed Business</b>	<b>\$ 34,000.00</b>	<b>6%</b>
<b>List of Future Projects</b>	<b>\$ 26,000.00</b>	<b>5%</b>
<b>Administration-General Businss</b>	<b>\$ 95,524.92</b>	<b>18%</b>
<b>Bonds</b>	<b>\$ 3,900.00</b>	<b>1%</b>
<b>Misc.Admin</b>	<b>\$ 7,648.84</b>	<b>1.420%</b>
<b>Media</b>	<b>\$ 207.00</b>	<b>0.038%</b>
	<b>\$ 538,684.62</b>	<b>100%</b>



**Minutes**  
**Flatonia Economic Development Corporation**  
**Regular Meeting**  
**October 20, 2022**

**Board Members**  
Ginny Sears  
Dennis Geesaman  
Gary Hoover  
Taylor Laney (Absent)  
Richard Niemann  
Brad Bass (Absent)  
Shirley Williams (Absent)

**City Staff**  
Sonya Bishop – City Manager  
Tamela Louvier – City Secretary (Absent - at a training)

**OPENING AGENDA**

**Call to Order**

Chair Ginny Sears called the meeting to order at 6:00 PM.

**Invocation & Pledge**

Committee member Geesaman led the pledges and the invocation.

**Citizen's Participation**

There were no citizen's comments.

**WORKSHOP**

Opened workshop at 6:02 pm

**WS1-2022.1 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.**

Closed workshop at 6:32 pm.

## REPORTS

### *YTD Financial Report of the Economic Development Corporation*

#### **Consent Agenda**

Committee member Hoover made a motion to approve minutes from the September 15, 2022, EDC meetings. Committee member Niemann seconded the motion. None opposed. Motion carried.

#### **Deliberation Agenda**

**DA10.2.2022.01** Committee member Hoover made a motion to approve a budget amendment in the amount of \$500.00 monthly to go towards the wastewater plant. Committee member Niemann seconded the motion. None opposed. Motion carried.

*President Ginny Sears requested Sonya Bishop to post the EDC opening to the city Facebook page.*

**DA10.2.2022.02** Committee member Hoover made a motion to reappoint Ginny Sears, Dennis Geesaman and Brad Bass. Gary Hoover declined to continue serving the EDC Board. Vice President Geesaman seconded the motion. None opposed. Motion carried.

**DA10.2.2022.03** Vice President Geesaman nominated Ginny Sears to continue as President and nominated Richard Niemann as Vice President. Committee member Hoover seconded the motion. None opposed. Motion carried.

**DA10.2.2022.04** Vice President Geesaman made a motion for the following changes to the Business Incentive Program Grant (BIP) for a new business and existing businesses. New Businesses will be required to submit financials with their application to include start up or purchases. Existing businesses will submit documentation of expenses and plans with a completed application. To be done within one year. Committee member Hoover seconded the motion. None opposed. Motion carried.

**Adjournment** Committee member Niemann made a motion to adjourn at 6:32 pm. Council member Hoover seconded the motion. None opposed. Motion carried.

**Signed**

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Ginny Sears  
President

Approved this \_\_\_\_ day of \_\_\_\_\_

**Attest**

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Tamela Louvier  
City Secretary



# CITY OF FLATONIA

## Agenda Summary Form

<b>Agenda #</b>  DA1.1.2023.1	<b>Title:</b>  Consider and take appropriate action on approving the bidding process and drawings for the public restrooms to be constructed at the 7-acre park.
<b>Summary:</b>  Consider and take appropriate action on approving the bidding process and drawings for the public restrooms to be constructed at the 7-acre park.	
<b>Option(s):</b> <input type="checkbox"/> I move to make the motion to approve the bidding process and drawings for the public restrooms to be constructed at the 7-acre park.  <input type="checkbox"/> If you are opposed to not 2 <sup>nd</sup> or make any motion. If a motion is not made, the item is dead.	
Sears: _____ Geesaman: _____ Williams: _____ Bass: _____ Laney: _____ Niemann: _____	

**"Negative" motions are generally not permitted.** To dispose of a business item, the motion should be phrased as a positive action to take, and then, if the group desires not to take this action, the motion should be voted down. The exception to this rule is when a governing body is asked to take action on a request and wishes to create a record as to why the denial is justified.

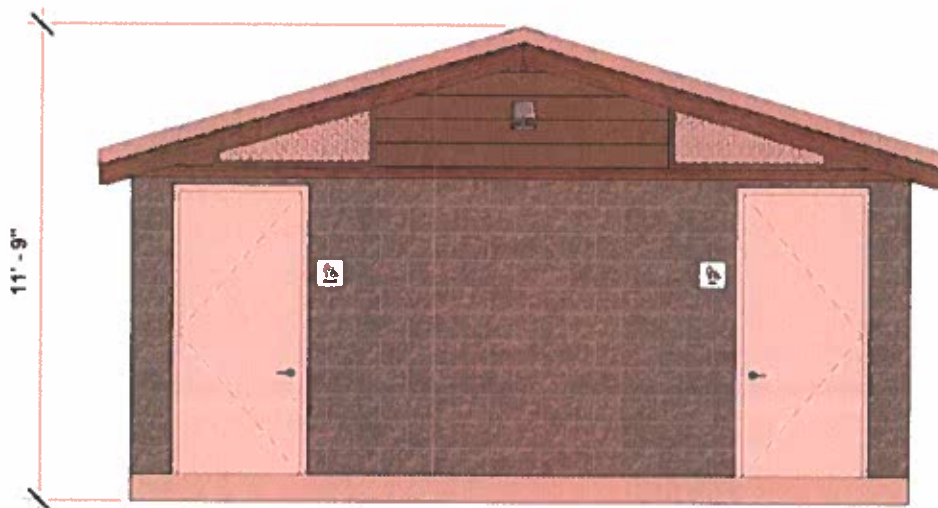


City of Flatonia

**ADVERTISEMENT AND INVITATION FOR BIDS  
Public Restroom Proposal**

The City of Flatonia, TX, will receive sealed Bids for:

**CONSTRUCTION OF A RESTROOM BUILDING WITH ATTACHED SLAB**

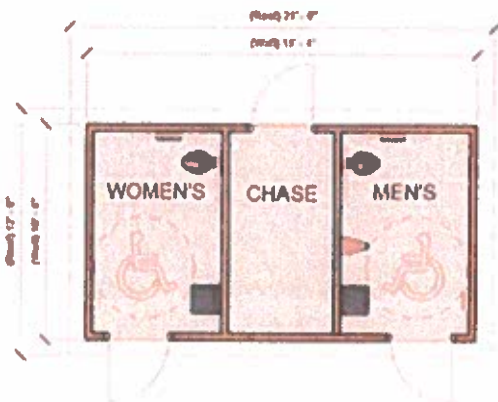
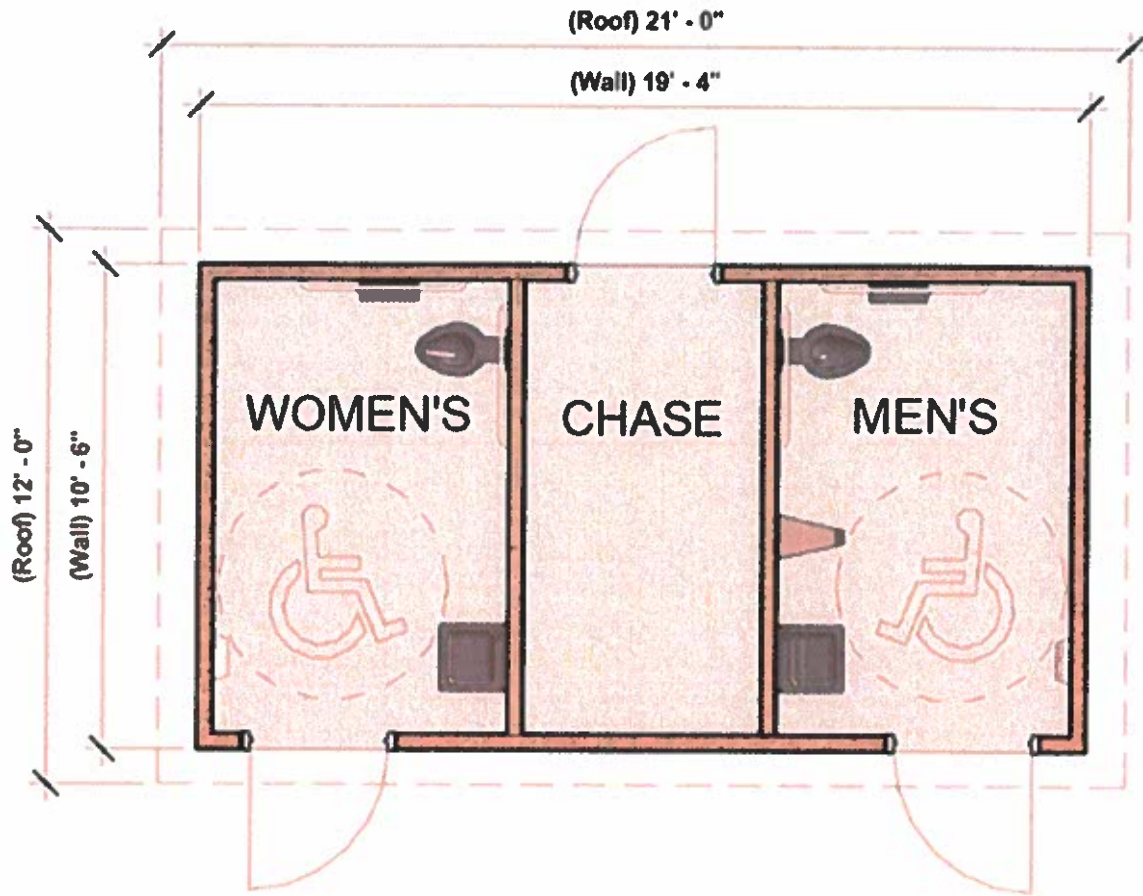


2

FRONT



City of Flatonia



1 FLOOR PLAN



2 FRONT



3 PERSPECTIVE



## City of Flatonia

Please contact Tamela Louvier, 361-865-3548 or via email [citysecretary@ci.flatonia.tx.us](mailto:citysecretary@ci.flatonia.tx.us), to make arrangements to measure/discuss the work. All Bids must be received by 5:00 PM, CT on Friday, March 3, 2023, at the City Hall office, 125 E. South Main Street, Flatonia, TX 78941. All Bids received by 5:00 PM on March 3, 2023, by U.S Mail, in person or by courier service will then be publicly opened and read aloud in a City Hall Council meeting on March 13, 2023 at 6:00 p.m. Bids received after 5:00 PM CT will be returned unopened.

### Scope of work:

All aspects of work to build a handicap accessible men's and women's public restroom facilities. (see images provided for specifications). All plumbing must be performed by a licensed plumber certified by the City of Flatonia. All work must be performed by contractors certified by the City of Flatonia. Please contact city hall with any questions 361-865-3548

### Bid Details:

The Contract Period is 120 consecutive calendar days. Time is of the essence and all work shall be substantially completed within the Contract Period

Bids shall be submitted on the Bid Forms provided in a sealed envelope clearly marked on the outside as: SEALED BID DOCUMENTS – Do Not Open – City of Flatonia Public Restrooms. Drop off at City of Flatonia City Hall. Bid information must include a copy of the bid Contract documents, including Construction Plans and Technical Specifications.

The successful bidder must ensure that employees and applicants for employment are not discriminated against because of race, color, religion, sex, age or national origin. The city reserves the right to reject any or all bids or to waive any informality in the bidding. The contract may be awarded either to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the City. Bids may be held by the City for a period not to exceed 30 days from the date of the bid opening for the purpose of reviewing the bids and investigating the bidder's qualifications prior to a contract award. Upon award, the successful bidder will be required to complete a Conflict-of-Interest Questionnaire, IRS Form W-9 and, if requested, to provide a Certificate of Insurance with the City of Flatonia listed as Certificate Holder. All forms must be approved by the City of Flatonia. A licensed plumber is required for this project.



City of Flatonia

**City of Flatonia  
VENDOR BIDDING INSTRUCTIONS**

Job Number – BID 23-001

Bid Due Date - End of Business on March 3, 2023

Location of Job - City of Flatonia City Hall 125 E. South Main Street, Flatonia TX 78941

Description of Work Required – Provide labor and materials as follows:

Quantity 1 building housing handicap accessible men's and women's public restroom facilities.

Specific dimensions see images provided on page 1 and 2.

Bidder will measure and confirm the required dimensions and provide material for item(s) described above. Vendor will also provide necessary labor in the spaces provided at the location. The bidder is responsible for all insurances, and licenses.

The contract may be awarded either to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the City of Flatonia.

Please submit your bid using the attached bid form. Place bid in a sealed envelope and hand deliver or mail to the following address: City of Flatonia City Hall 125 E. South Main Street, Flatonia TX 78941 Attn: Tamela Louvier Respondents must submit full and complete quotes by the deadline noted above. Questions regarding this request may be directed to the contact noted above.



City of Flatonia

CITY OF FLATONIA  
VENDOR BID FORM

Job Number: \_\_\_\_\_ Date: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_ Zip Code: \_\_\_\_\_

Contact Information:

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Bid Amount: \_\_\_\_\_

Payment Terms: \_\_\_\_\_

Exceptions to Description of Work Required:

Estimated time following bid award notice to complete job:

# CITY OF FLATONIA

## Agenda Summary Form

<b>Agenda #</b> DA1.1.2023.2	<b>Title:</b> Consider and take appropriate action on appointing a committee to review applications for an open position on the EDC Committee.
<b>Summary:</b>  Need a committee to review the two applications to replace Gary Hoover on the EDC committee.	
<b>Option(s):</b> <input type="checkbox"/> I move to make the motion to appoint a committee to review the applications for an open position on the EDC Committee.  <input type="checkbox"/> If you are opposed to not 2 <sup>nd</sup> or make any motion. If a motion is not made, the item is dead.	
Sears: _____ Geesaman: _____ Williams: _____ Bass: _____ Laney: _____ Niemann: _____	

**"Negative" motions are generally not permitted.** To dispose of a business item, the motion should be phrased as a positive action to take, and then, if the group desires not to take this action, the motion should be voted down. The exception to this rule is when a governing body is asked to take action on a request and wishes to create a record as to why the denial is justified.



# APPLICATION FOR APPOINTMENT CITY OF FLATONIA ECONOMIC DEVELOPMENT CORPORATION

As an applicant for a City board, commission, corporation, or committee,  
please be advised that all information provided on this application  
is subject to the Texas Open Records Act and will be available to the public.

Please tell us about yourself (type or print clearly).

<p>Name: <u>BART BLAKELOCK</u></p> <p>Physical Address: <u>8785 3 MILE RD</u> <u>FLATONIA TX 78941</u></p> <p>Mailing Address: <u>PO BOX 833</u> <u>WAELDER TX 78959</u></p> <p>Phone: <u>337-842-1507</u></p>	<p>Date: <u>11/4/22</u></p> <p>Email Address: <u>bart.blakelock@yahoo.com</u></p> <p>Currently Employed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Place of Employment: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Title/Position: <u>BUSINESS OWNER</u></p> <p><i>Flatonia EDC Board members are required to have a \$25,000 surety bond provided by the EDC. Some negative financial history issues may prevent bonding.</i></p>
<p>List any City service and experience, civic organizations, as well as professional activities.</p> <p><u>N/A</u></p>	<p>What is your educational and occupational experience?</p> <p><u>HIGH SCHOOL</u> <u>COLLEGE</u> <u>BUSINESS OWNER</u></p>
<p>What else would you like to tell us about yourself?</p> <p><u>I AM LOUISIANA NATIVE FROM LAKE CHARLES. I ATTENDED HIGH SCHOOL AND COLLEGE IN LAKE CHARLES. I AM AN ANGLER AND TOURNAMENT FISHING ANGLER AND HAVE COMPETED AT THE PROFESSIONAL LEVEL. I ALSO AM A CURRENT BUSINESS OWNER IN FLATONIA.</u></p>	<p>Please specify any day/time constraints you may have that would impact your ability to attend meetings.</p> <p><u>WORK</u></p>
<p>List the name and phone number of one Flatonia resident, City Councilmember, City employee, or current committee member that may be contacted on your behalf.</p> <p><u>GINNY SEARS</u></p>	<p><b>Applicant Signature:</b> <u>Bart Blakelock</u></p>



Why are you interested in being appointed to this position?

TO HELP WITH THE  
DEVELOPMENT IN FLATONIA

**Flatonia Economic Development Corporation**

The Flatonia Economic Development Corporation (EDC) is a Type B Corporation organized under section 501(c)(3) of the Internal Revenue Code.

The EDC's purpose and authorization are described in Chapters 501 and 505 of the Texas Local Government Code to include (but not limited to) financing projects such as land, land acquisition, building, equipment, facilities, expenditures, targeted infrastructure, and improvements falling within its guidelines.

The Flatonia Economic Development Corporation (5-Directors) meets on the 3rd Tuesday of each month and as needed for special meetings.

What knowledge, experience, or education do you have that is applicable to this group?

**QUALIFICATIONS**

(check one under each)

**RESIDENCY**

Resident of the city of Flatonia

Not a resident of the city of Flatonia, but a resident of Fayette County

a resident of a place within ten miles of the city's boundaries and within a county bordering Fayette County.

What do you believe will be your most significant contribution to this group?

MY CONSTRUCTION BACK GROUND

**EXPERIENCE/KNOWLEDGE**

Management or Executive Experience

Financial or Business Evaluation Experience

Economic Development Experience



# APPLICATION FOR APPOINTMENT CITY OF FLATONIA ECONOMIC DEVELOPMENT CORPORATION

As an applicant for a City board, commission, corporation, or committee,  
please be advised that all information provided on this application  
is subject to the Texas Open Records Act and will be available to the public.

Applications received will be reviewed for consideration and recommendation by the Nominations Committee.

Please tell us about yourself (type or print clearly).

<p>Name: <u>RANDY J JOHNSON</u></p> <p>Physical Address: <u>106 W NELSON</u> <u>MOULTON, TX 77975 (LESS THAN</u> <u>10 MILES)</u></p> <p>Mailing Address: <u>SAME</u></p> <p>Phone: <u>512-917-9096</u></p>	<p>Date: <u>11-4-22</u></p> <p>Email Address: <u>RJX2@ATT.NET</u></p> <p>Currently Employed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Place of Employment: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Title/Position: <u>OWNER / THE MARKET</u></p> <p><i>Flatonia EDC Board members are required to have a \$25,000 surety bond provided by the EDC. Some negative financial history issues may prevent bonding.</i></p>
<p>List any City service and experience, civic organizations, as well as professional activities.</p> <p><u>PREVIOUSLY WORKED FOR TX AUDITORS OFFICE AS AUDIT LEAD, MEMBER LIONS CLUB OF FLATONIA. MEMBER AMERICAN LEGION FLATONIA POST. PAST MEMBER OF AICPA &amp; TX SOCIETY OF CPAs</u></p>	<p>What is your educational and occupational experience?</p> <p><u>BACHELORS DEGREE - SOUTSU - 1981</u> <u>LICENSED CERTIFIED PUBLIC ACCOUNTANT FROM 1983-2015, WORKED IN AUDIT, TAX &amp; CONSULTING, OWNED CPA FIRM</u> <u>CURRENTLY OWN 2 BUSINESS IN FLATONIA</u></p>
<p>What else would you like to tell us about yourself?</p> <p><u>RETIRED AS CPA IN 2015,</u> <u>POSITIVE OUTLOOK WHENEVER POSSIBLE</u></p>	<p>Please specify any day/time constraints you may have that would impact your ability to attend meetings.</p> <p><u>WOULD WORK AROUND STORE NEEDS</u></p>
<p>List the name and phone number of one Flatonia resident, City Councilmember, City employee, or current committee member that may be contacted on your behalf.</p> <p><u>CATHY STEINHAUSER 361-772-3671</u></p>	<p><b>Applicant Signature:</b></p> <p><u>[Signature]</u></p>

Why are you interested in being appointed to this position?

I HAVE A DEEP VESTED INTEREST IN SEEING FLATONIA SUCCEED & MOVE FORWARD IN GROWTH & BUSINESS. I BELIEVE THERE ARE SIGNIFICANT OPPORTUNITIES FOR AIDING IN THIS ENDEAVOR.

**Flatonia Economic Development Corporation**

The Flatonia Economic Development Corporation (EDC) is a Type B Corporation organized under section 501(c)(3) of the Internal Revenue Code.

The EDC's purpose and authorization are described in Chapters 501 and 505 of the Texas Local Government Code to include (but not limited to) financing projects such as land, land acquisition, building, equipment, facilities, expenditures, targeted infrastructure, and improvements falling within its guidelines.

The Flatonia Economic Development Corporation (5-Directors) meets on the 3rd Tuesday of each month and as needed for special meetings.

What knowledge, experience, or education do you have that is applicable to this group?

32 YEARS AS A TEXAS CPA, DEGREE IN ACCOUNTING, MINOR IN FINANCE CURRENTLY OWN 2 BUSINESS IN FLATONIA. LAST POSITION, BEFORE RETIRING, WAS CONTROLLER OF PUBLICALLY TRADED SMALL CAP COMPANY. DRAFTED SEC REPORTS MANAGED STAFF OF 7

**QUALIFICATIONS**  
(check one under each)

**RESIDENCY**

Resident of the city of Flatonia

Not a resident of the city of Flatonia, but a resident of Fayette County

a resident of a place within ten miles of the city's boundaries and within a county bordering Fayette County.

What do you believe will be your most significant contribution to this group?

ABILITY TO SEE OUTSIDE OF BOX, PROBE NEW IDEAS & METHODS. NEGOTIATION SKILLS FROM DEALINGS IN CONSTRUCTION COMPANIES ASSOCIATED W/ HOME DEPOT.

**EXPERIENCE/KNOWLEDGE**

Management or Executive Experience

BOTH Financial or Business Evaluation Experience

Economic Development Experience

**CITY OF FLATONIA**  
Agenda Summary Form

<b>Agenda #</b>	<b>Title:</b>
DA1.1.2023.3	Consider and take appropriate action on approving the BIP grant for Henry K's.
<b>Summary:</b>	
Consider and take appropriate action on approving the BIP grant for Henry K's.	
<b>Option(s):</b>	
<input type="checkbox"/> I move to make the motion to approve the BIP grant for Henry K's.	
<input type="checkbox"/> If you are opposed to not 2 <sup>nd</sup> or make any motion. If a motion is not made, the item is dead.	
Sears: _____ Geesaman: _____ Williams: _____	
Bass: _____ Laney: _____ Niemann: _____	

**"Negative" motions are generally not permitted.** To dispose of a business item, the motion should be phrased as a positive action to take, and then, if the group desires not to take this action, the motion should be voted down. The exception to this rule is when a governing body is asked to take action on a request and wishes to create a record as to why the denial is justified.

# Flatonia

Where All Roads Lead

## **BUSINESS INCENTIVE PROGRAM (BIP) GUIDELINES**

### **Program Objectives**

The City of Flatonia Economic Development Corporation (FEDC) is organized for charitable purposes under section 501(c)(3) of the Internal Revenue Code for the further purposes of benefiting and accomplishing public purposes of, and to act on behalf of, the City by financing any project as described in Chapter 501 and 505 of the Texas Local Government Code (LGC).

In addition, Texas Local Government Code, Chapter 380, provides for the following:

#### **Sec. 380.001. ECONOMIC DEVELOPMENT PROGRAMS.**

(a) The governing body of a municipality may establish and provide for the administration of one or more programs, including programs for making loans and grants of public money and providing personnel and services of the municipality, to promote state or local economic development and to stimulate business and commercial activity in the municipality. For purposes of this subsection, a municipality includes an area that:

- (1) has been annexed by the municipality for limited purposes; or
- (2) is in the extraterritorial jurisdiction of the municipality.

Based on Texas Local Government Code, Chapters 380, 501 and 505, the City of Flatonia has adopted and authorized the FEDC to implement the program outlined herein to assist commercial property owners in their venture. The FEDC wishes to incentivize business development by offering financial grants to commercial entrepreneurs in the following area:

**Business Incentives Program (BIP).** A grant program to assist commercial entrepreneurs in their "project," which includes the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements.

### **LGC Section 505.158 Requirements for Type B Corporation Expenditures**

Projects that require an expenditure of more than \$10,000 may not be authorized until the City of Flatonia City Council adopts a resolution authorizing the project and the resolution has at least two separate readings.

## **Business Incentives Program (BIP)**

The BIP is a grant program to assist commercial entrepreneurs in their “project,” which includes the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements.

### **Objective**

The objective of the program is to retain and create jobs and increase investment within the City of Flatonia. The Flatonia Economic Development Corporation (FEDC) offers grants to businesses for construction or renovation of a building; to purchase equipment or land; or to relocate a business to Flatonia. Business development in the Extraterritorial Jurisdiction (ETJ) where owners are seeking a BIP grant shall request annexation into the Flatonia City limits in accordance with Texas Local Government Code as applicable.

### **Eligibility**

Any business located in, or relocating to, the City of Flatonia city limits or Extraterritorial Jurisdiction (ETJ) with an agreement to request city annexation.

### **Grant Amounts and Limits**

Each year the FEDC will set aside an amount to be offered in grants for that fiscal year. Applications will be accepted, reviewed, qualified, and awarded on a first come first serve basis following notice of availability. Grant amounts will be as follows:

1. 25% of the allowable project costs for all projects in the City of Flatonia or the Flatonia ETJ.  
or
2. 30% of all allowable project costs for projects within existing structures only that are located in the Flatonia Historic District.

There shall be a maximum of \$10,000.00 per grant with a limit of one grant per year per business, unless a higher amount is requested from the EDC and approved by the City Council in accordance with Local Government Code Section 505.158. The EDC approved effective date of the agreement shall establish the base date for the grant.

Grants shall be for the cost of construction, renovation, or purchase of land, equipment, furniture, and fixtures. No inventory, vehicle repair costs, or routine building maintenance costs shall be included in the project total. Grants are a reimbursement of allowable costs incurred from a period no earlier than 12 months prior to, to no later than 12 months after, the base date set by the FEDC.

### **Grant Funding**

Grants will be paid upon completion of the project. If the required documents requesting reimbursement of expenses is not received within 12 months of the base date, the grant application shall become null and void.

When the project is completed, the applicant will submit a statement of project cost with supporting invoices. The statement will be reviewed and the grant amount will be calculated. Upon agreement with both parties the grant will be paid.

### **Application Instructions**

Please complete the application in its entirety. Incomplete applications will not be processed and will be returned. To be eligible for the Business Incentive Program, the project should show how it creates or retains jobs (or both). In addition, the applicant shall attach a Business Plan that contains the following:

1. **The Product or The Service** – Clear description of what exactly the product or service is.
2. **The Market** – Who is your market, who are the customers?
3. **Marketing** – How you let people know you exist and then convince them you have something they want? What makes it unique, positioning and branding? How much money will you spend and where will you spend it?
4. **Competitors** – Competition, present and potential; is anyone doing anything like this? Similar? Who?
5. **Management and Staffing** – Who is on the team and what is their background (usually one paragraph per person), what positions need to be filled?
6. **Revenue Model** – Pricing, how you get your revenue and from whom (advertisers, users, employers paying for their employees).
7. **Capital Requirement** –How much capital it takes to make it work - total costs to develop and get to market. Also list your sources for this capital.
8. **Projected P&L** – revenue, expenses, cash flow. Show monthly projections for the first 12 months.

If your business plan is lengthy, please include an executive summary of the plan, no more than two pages in length. If the applicant does not have a Business Plan, then the applicant must complete pages 6 – 9 inclusive.

### **CONTACT:**

For questions or more information, please contact:

Mark McLaughlin, EDC General Manager  
125 E. South Main Street  
P.O. Box 329, Flatonia, TX 78941  
(361) 865-3548  
manager@ci.flatonia.tx.us

For Office Use Only

Business Name: \_\_\_\_\_ Date Application Received: \_\_\_\_\_

BASE DATE APPROVED BY THE EDC: \_\_\_\_\_

**FLATONIA ECONOMIC DEVELOPMENT CORPORATION  
Business Incentives Program Application**

**APPLICANT INFORMATION**

Applicant Name: Jeanie Kipp

Phone Number: 361-827-5395

Business Name: Heney's LLC

Email: Jeanie.Kipp@yahoo.com

Mailing Address: PO Box 858 FLATONIA TX 78941

STREET CITY STATE ZIP

Building or Project Address: 105 W SOUTH MAIN FLATONIA TX

(WRITE "SAME", IF SAME AS MAILING) STREET CITY STATE ZIP

Is the Project in the ETJ and have you requested annexation into the City of Flatonia?  
 Yes or  No (See City Hall if unsure)

Is the Project within the (Flatonia Historic District)?  Yes or  No (See City Hall if unsure)

**BUSINESS INFORMATION**

List Business Owner(s): Jeanie Kipp CO-OWNER

NAME	%OWNERSHIP	NAME	%OWNERSHIP
<u>Philip Kipp</u>	<u>CO-OWNER</u>		
NAME	%OWNERSHIP	NAME	%OWNERSHIP

Describe your business: BAR/TAVERN

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PROJECT/INVESTMENT SUMMARY

Describe the project that this grant will help fund:

~~Re~~ NEW BAR AND ~~BAR~~ DANCE FLOOR + COOLER

How many full-time equivalent employees will this project create? 1 or  None

(CHECK IF APPLIES)

How many full time equivalent employees will this project retain? 2 or  None

(CHECK IF APPLIES)

Describe how this project will create and/or retain jobs:

Full liquor license HAS ALREADY brought IN MORE PATRONS

Total estimated project investment: \$ 15,000.-

AFFIDAVIT

I certify by my signature below that: A) this business does not and will not knowingly employ an undocumented worker, and B) if convicted of federal immigration violations under 8 U.S. Code Section 1324 a (f), I will repay all funds received from this grant plus 10% within 120 days of notice. At completion of project, I will submit a statement of project cost with supporting paid invoices, Texas Workforce Commission Employer's Quarterly Reports with IRS Form 941, roster of employees with total hours worked, and copies of paid tax receipts. UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING STATEMENT AND THAT THE FACTS STATED THEREIN ARE TRUE.

Applicant Signature: Jeanie Kipp Date: 01-07-2023  
Applicant Name: Jeanie Kipp

Business Plan for Flatonia Economic Development Corporation BIP Application  
Please add additional sheets as needed.

1. What are the products or services you plan on offering?

FULL LIQUOR, BEER, WINE, SOFT DRINKS  
+ WATER

2. Who is your customer or market for your products and services? Where are these customers located?

LOCAL ADULTS BUT WE HAVE NUMEROUS  
REGULAR OUT OF TOWNERS

3. What is your marketing plan for reaching customers?

Facebook  
INSTAGRAM  
LOCAL PAPERS  
CHAMBER OF COMMERCE

4. Who is your competition?

WINE HAUS  
Roberts  
Red Vault

5. What experience do you or your team have that is relevant to this business?

WE HAVE BOTH BEEN SELF EMPLOYED  
AND WERE BARTENDERS YEARS AGO

6. What is your plan for hiring and employment?

WOULD LOVE TO HIRE 1 PART TIME  
BARTENDER



Furniture, Fixtures, & Equipment	\$ _____
Inventory	\$ _____
Pre-opening Payroll	\$ _____
Utility, lease, and other deposits	\$ _____
Other pre-opening expenses	\$ _____
Reserve for losses until profitable	\$ _____
Initial marketing budget	\$ _____
Other use of funds	\$ _____
Other use of funds	\$ _____
Other use of funds	\$ _____
<b>TOTAL FUNDS USED</b>	<b>\$ _____</b>

**10. Projected Profit & Loss Statement**

Please attach a separate sheet or spreadsheet showing, for each of the first 12 months of your operation, your projected profit-and-loss and cash flow statement and include the total for the full year in the last column on the right. The normal order of items would be:

1. Revenues
2. Cost of Goods Sold
3. Gross Margin
4. Payroll
5. Fringe benefits and employment taxes
6. Occupancy covering lease payments, real estate taxes, and utilities
7. Marketing and advertising
8. Insurance

Followed by your other key expenses

Resulting in:

1. Operating (pre-income-tax and pre-depreciation) profit
2. Depreciation
3. Mortgage and Loan Payments
4. Income Taxes

Resulting in Net Cash Flow

**11. What other important things should we know about or would you like to add to this application?**

WE HAVE ALWAYS THOUGHT THE PEOPLE OF FLATONIA WERE VERY WELCOMING AND HAVE ENJOYED DOING BUSINESS HERE. I THINK THE TOWN WILL GROW WITH MORE BUSINESS OPPORTUNITIES

