



Lavon Economic Development Corporation Meeting Agenda

P.O. Box 340 - 120 School Rd.
Lavon, TX 75166 Ph. (214) 934-7190

**Lavon City Hall
120 School Rd
Lavon, Texas**

Aug.27, 2018

7:00 PM

NOTICE OF ATTENDANCE

NOTICE is hereby given that members of the Lavon City Council, Lavon Planning and Zoning Commission, Tax Increment Financing Zone # 1 Board, and/or the Parks & Recreation and Infrastructure Facilities Commission may attend at the Lavon Economic Development Corporation Board Meeting on Aug 23, 2018 at 7:00PM held at the Lavon City Hall.

- I. Presiding Officer to call the Economic Development Corporation Board meeting to order and announce that a quorum is present.**
- II. Presiding Officer to lead the Economic Development Corporation Board and visitors in the pledge of allegiance.**
- III. Invocation**
- IV. Items of interest and communications.**
Members of the Economic Development Corporation Board have the opportunity to notify others of community events, functions and other activities.
Aug.29 NTCAR Show
Sept.4, Ribbon Cutting EOC 6:00PM
Oct.20, Fall Fest 4-6PM
Oct.2, National Night Out
- V. Consent Agenda**
Approval of the Aug.13, 2018 Economic Development Board meeting minutes*
- VI. Public Comments**
Citizens of Lavon, who wish to address the Economic Development Corporation Board, may discuss matters not on the agenda, and who have not previously expressed to the Board a desire to discuss such matters. The only response from the Board can be to request these items placed on a future agenda for action. There is a 3-minute time limit per person.
- VII. Items for discussion**



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- A. The Lavon Economic Development Corporation Board to discuss economic development and marketing activity. (Mundo)
- B. The Economic Development Corporation Board to discuss the Small Business Bazaar on November 24, 2018 Bazaar.(Wright)
- C. The Economic Development Corporation Board to discuss adherence issues with any contracts pertaining to the EDC. (Wright)
- D. The Economic Development Corporation Board to discuss board Financials. (Kell)

VIII Items for consideration and action

- E. The Economic Development Corporation board to consider and act on approving 2018-2019 budget to send to City Council for approval. (Wright)

IX. Setting future meetings and agenda

The Economic Development Corporation Board members and staff may request items be placed on a future agenda or request a special meeting be called.

X. Presiding Officer to adjourn the Economic Development Corporation Board meeting

Notes to the Agenda:

1. Items marked with an * are consent items considered to be non-controversial and will be voted on in one motion unless a Board member asks for separate discussion.
2. The Board may vote and/or act upon each of the items listed in this Agenda except for discussion items.
3. The Board reserves the right to recess into executive session under Sections 551.071 – 551.088 of the Texas Government Code (Texas Open Meetings Act) concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.
4. Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 843-4220 ext. 1#, two working days prior to the meeting so that appropriate arrangements can be made.

This is to certify that I, Micki Hollien, posted this Agenda in the notification cabinet at City Hall at 120 School Road, the city's website at www.cityoflavon.org, the Lavon EDC website at www.lavonedc.com and on the city's bulletin board on or before Aug 24, 2018 by 7:00PM

Micki Hollien Administrative Assistant:

Micki Hollien

POSTED THIS 24 DAY OF Aug, 2018, AT 12:00 A.M/P.M.



Lavon Economic Development Corporation Meeting Minutes Aug 13, 2018

I. MEETING CALLED TO ORDER AT 7:02pm BY LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT

Members Present:

Place One	Kay Wright
Place Two	Manzelle Williams
Place Three	Vicki Sanson
Place Four	Larry Munson
Place Five	Dustin Cowin
Place Six	John Kell
Place Seven	David Piekarski

Liaison	Vicki Sanson
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<i>Administrative Staff Present:</i>	Micki Hollien
<i>Executive Director Present:</i>	Pam Mundo

Members absent:
Quorum is present

II. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT LED THE ECONOMIC DEVELOPMENT CORPORATION IN THE PLEDGE OF ALLEGIANCE

III. LAVON ECONOMIC DEVELOPMENT CORPORATION BOARD PRESIDENT LED THE LAVON ECONOMIC DEVELOPMENT CORPORATION IN THE INVOCATION

IV. ITEMS OF INTEREST AND COMMUNICATION

- *Aug 25, 2018 – Traditions Block Party*
- *Aug 29, 2018 - NTCAR Show*
- *Oct 20, 2018 – City Fall Fest*
- *Jan 2019-Red River Deal Making*

V. CONSENT AGENDA Approval of the July 23, 2018 meeting minutes

- *Director Piekarski made motion to approve the consent agenda meeting minutes*
- *Seconded by Director Sanson*
- *Accepted by all directors present*
- *Vote carried unanimously*



Lavon Economic Development Corporation Meeting Minutes Aug 13, 2018

VI. PUBLIC COMMENTS

None

VII. ITEMS FOR DISCUSSION

A. The Economic Development Corporation Board to discuss Economic development and marketing

Angeles Ice Cream and Deli interested in finding a location in Lavon, Possible sites are Milano's with outdoor tables or LaGrange

B. The Economic Development Corporation Board to discuss the Small Business Bazaar on Nov 24, 2018

- *Ada and John Mooney will be Santa's*
- *Melissa Markel will take photos*

VIII. ITEMS FOR CONSIDERATION AND ACTION

A. The Lavon Economic Development Corporation to consider and act on approving 2018-2019 budget to send to City Council for approval

No Action Taken at this time

B. The Lavon Economic Development Corporation to consider and act on electing officers to the President, Vice President, Treasurer and Secretary

- *Director Piekarski made motion to approve **Kay Wright as President***
- *Seconded by Director Sanson*
- *Accepted by all directors present*
- *Vote carried unanimously*

- *Director Kell made motion to approve **David Piekarski as Vice President***
- *Seconded by Director Munson*
- *Accepted by all directors present*
- *Vote carried unanimously*



Lavon Economic Development Corporation Meeting Minutes

Aug 13, 2018

- Director Piekarski made motion to approve **John Kell as Treasurer**
- Seconded by Director Sanson
- Accepted by all directors present
- Vote carried unanimously

- Director Wright made motion to approve **Larry Munson as Secretary**
- Seconded by Director Sanson
- Accepted by all directors present
- Vote carried unanimously

SETTING FUTURE MEETINGS AND AGENDAS

Economic Development Corporation Board members and staff may request items to be placed on a future agenda or passes by a majority vote will be placed on the schedule by the Board Secretary.

BOARD VICE PRESIDENT TO ADJOURN ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING AT 8:36pm

Duly passed and approved on this ___ day of _____, 2018

Attest:

Kay Wright, Board President

Larry Munson, LEDC Secretary

		Official Budget + Amndmnt 2015-16	Official Budget 2016-17	Official Budget+ Amendment 2017-2018	Proposed Budget 2018- 2019
LEDC REVENUE					
	Starting Balance (Carryover)			Approved by LEDC & City	
	<i>Total Carryover</i>	132,527	110,000	92,307	\$ 97,000
2-5	City grant/credits/donations	2,000	2,450	1,500	\$ 2,000
2-2	Sales & Use Tax	65,000	75,000	80,000	\$ 85,000
	<i>Total Revenue</i>	67,000	77,450	81,500	\$ 87,000
Total Revenue + Carryover		199,527	187,450	173,807	\$ 184,000
LEDC EXPENDITURES					
Operations					
General Operations					
3-1b	Misc - Dues, Ads, Cell Svc		4,000	2,500	\$ 2,500
3-1a	Email Software/Archiving		5,000	4,600	\$ 5,600
3-1c	Auditor		3,000	3,000	\$ 1,500
3-1d	Meeting Expenses		1,000	600	\$ 1,000
2-1e	Training		1,500	500	\$ 1,000
3-1f	Admin Support		22,500	23,000	\$ 24,025
3-1g	Admin Additional Hours				\$ 2,500
3-1h	Office Rent June-Sept 2019				\$ 2,000
	Total General Operations		37,000	34,200	\$ 40,125
Consulting					
4-1	Other		1,000	-	\$ -
4-2	Non-Capital Tech Equip & Svc, Website			1,000	\$ 1,000
4-3	City Attorney		10,000	5,800	\$ 5,800
4-4	Economic Dev Consulting		24,000	25,596	\$ 26,875
	Total Consulting		35,000	32,396	\$ 33,675
Equipment					
5-1	Computers		4,000	1,500	\$ 1,500
5-2	Office Supplies		1,750	1,750	\$ 2,500
	Total Equipment		5,750	3,250	\$ 4,000
	Total Operations 2016-2017		77,750	69,846	\$ 77,800
Promotional					
6-1	General Promotion & Trade Shows		7,000	6,500	\$ 6,500
6-2	Promo Carryover 2012 -14		3,900	2,988	\$ 2,834
6-5	Web Site & updates		3,600	2,500	\$ 3,600
6-3	Aerial Map & Brochures		4,900	1,500	\$ 2,000
6-4	Advertising		700	1,907	\$ 3,500
	Total Promotional		20,100	15,395	\$ 18,434
Capital Projects					
7-1	Zoning Ordinance Update	4,000	3,200	-	\$ -
7-2	Lavon Business Pk sewer line loan pymts		13,900	13,866	\$ 13,066
7-3	Incentives		29,500	41,000	\$ 41,000
7-4	Additional Infrastructure Projects		43,000	33,700	\$ 33,700
7-7	Small Business Loan Guarantee		0		
	Total Capital Projects	4,000	89,600	88,566	\$ 87,766
	Reserve for Additional Projects	28,626			
Total Expenditures		4,000	187,450	173,807	\$ 184,000