



ECONOMIC DEVELOPMENT CORPORATION

Thursday, December 14, 2023 – 6:00 PM

109 North Kaufman Street, Mount Vernon, Texas 75457

AGENDA

Call to Order

Public Comment

The Texas Open Meetings Act prohibits the Board from responding to any comments other than to refer the matter to a future agenda, to an existing policy, or to a staff person with specific factual information. Claims against the Board or employees, as well as individual personnel appeals are not appropriate for citizens' forum.

Consent Agenda

1. Minutes 11/9/2023 Workshop Minutes 11/27/2023
October and November, 2023 financial report

Public Hearing

The purpose of this hearing is to hear evidence for or against a request made by Samantha Dean dba Infinity Tans Mount Vernon to provide assistance with Graduated Rental Assistance for the business located at 102 Jackson Street, Suite 2, Mt. Vernon, Texas.

Action Items:

2. Consider and act upon approval of application by Samantha Dean dba Infinity Tans Mount Vernon for Graduated Rental Assistance.
3. Consider and act upon approval of Jack Carlson's resignation from the board.

Board Member Reports and Discussion

Totally Eclipsed Event 2024
MHS Planning Strategic and Comprehensive Plan
Pending projects with FCIF
Filling vacancy on board
Tim Seymore project

Adjourn

/s/ Mark Sachse
Mark Sachse - Board President

ATTEST

/s/ Kathy Lovier
Kathy Lovier – City Secretary
Posted 4:00 PM December 11, 2023

Persons with disabilities desiring to attend the meeting and without transportation may contact City Hall at 903-537-2252 for assistance. The Mount Vernon Economic Development Corporation Board of Directors reserves the right to go into Executive Session at any time during the meeting with its attorney in accordance with Section 551.071; deliberate the purchase or sale of real property in accordance with section 551.072; deliberate personnel matters in accordance with 551.074; and/or deliberate regarding economic development negotiations. However, no action will be taken during the Executive Session because none is permitted by law.

CITY OF MOUNT VERNON
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2023

Item 1.

05 -EDC
 DEPARTMENT -M300 EDC
 DEPARTMENTAL EXPENDITURES

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
5300.001 WAGES/CONSULTANT	63,000	0.00	0.00	0.00	63,000.00	0.00
5300.002 COMPUTER	500	0.00	0.00	0.00	500.00	0.00
5300.003 PROMOTIONAL/MARKETING	5,000	0.00	0.00	0.00	5,000.00	0.00
5300.004 POSTAGE	100	0.00	0.00	0.00	100.00	0.00
5300.005 AUDIT EXPENSE	1,000	0.00	0.00	0.00	1,000.00	0.00
5300.007 LEG. OUTREACH	0	0.00	0.00	0.00	0.00	0.00
5300.008 SCHOLORSHIP	2,000	0.00	0.00	0.00	2,000.00	0.00
5300.009 PUBLICATIONS	0	0.00	0.00	0.00	0.00	0.00
5300.010 ATTORNEY FEES	10,000	0.00	0.00	0.00	10,000.00	0.00
5300.011 WEBSITE	500	0.00	0.00	0.00	500.00	0.00
5300.012 HIST. FACADE GRANT	20,000	0.00	0.00	0.00	20,000.00	0.00
5300.014 DISCRETIONARY FUNDS	0	0.00	0.00	0.00	0.00	0.00
5300.017 ADVERTISING/PUBLIC NOTICES	500	0.00	0.00	0.00	500.00	0.00
5300.018 BUSINESS INCENTIVES	3,000	0.00	0.00	0.00	3,000.00	0.00
5300.019 RENTAL ASSISTANCE PROGRAM	15,000	0.00	0.00	0.00	15,000.00	0.00
5300.020 JOB CREATION INCENTIVE	10,000	0.00	0.00	0.00	10,000.00	0.00
5300.021 EXISTING BUS. STRUCTURE	25,000	0.00	0.00	0.00	25,000.00	0.00
5300.022 SPECIAL PROJECT	0	0.00	0.00	0.00	0.00	0.00
5300.023 MAIN STREET ONGOING	10,000	0.00	0.00	0.00	10,000.00	0.00
5300.024 BUSINESS RETENTION	0	0.00	0.00	0.00	0.00	0.00
5300.025 UNEMPLOYMENT EXP (TEC)	0	0.00	0.00	0.00	0.00	0.00
5300.026 BUSINESS RECRUITMENT	0	0.00	0.00	0.00	0.00	0.00
5300.027 DUES	1,000	0.00	0.00	0.00	1,000.00	0.00
5300.028 BUS ANALYTICS	0	0.00	0.00	0.00	0.00	0.00
5300.029 INFRASTRUCTURE	1,000,000	0.00	0.00	0.00	1,000,000.00	0.00
5300.030 SPLASH PAD	0	0.00	0.00	0.00	0.00	0.00
5300.031 CAPITAL OUTLAY	70,000	0.00	0.00	0.00	70,000.00	0.00
5300.032 SOCIAL SECURITY (FICA)	0	0.00	0.00	0.00	0.00	0.00
5300.033 MEDICARE	0	0.00	0.00	0.00	0.00	0.00
5300.034 TML INSURANCE	0	0.00	0.00	0.00	0.00	0.00
5300.035 RETIREMENT (TMRS)	0	0.00	0.00	0.00	0.00	0.00
5300.037 TELEPHONE	750	0.00	0.00	0.00	750.00	0.00
5300.042 SCHOOL/TRAINING/TRAVEL	1,000	0.00	0.00	0.00	1,000.00	0.00
5300.044 SUPPLIES	600	0.00	0.00	0.00	600.00	0.00
5300.053 LONGEVITY	0	0.00	0.00	0.00	0.00	0.00
5300.075 TMRS-PENSION COST AUDITORS	0	0.00	0.00	0.00	0.00	0.00
5300.999 PRIOR PERIOD ADJUSTMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 300 EDC	1,238,950	0.00	0.00	0.00	1,238,950.00	0.00
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TOTAL EXPENDITURES	1,238,950	0.00	0.00	0.00	1,238,950.00	0.00

REVENUE OVER/(UNDER) EXPENDITURES	(842,880)	33,263.51	33,263.51	0.00	(876,143.51)	3.95-

*** END OF REPORT ***



ECONOMIC DEVELOPMENT CORPORATION

Thursday, November 09, 2023 – 6:00 PM

109 North Kaufman Street, Mount Vernon, Texas 75457

Our mission: to provide effective and fiscally responsible municipal services in a manner which promotes our high standard of community life.

Vision Statement Mount Vernon is a caring community committed to excellence and quality of life, aspiring to be the community of choice for ourselves, our children, and future generations – beautiful, clean, vibrant, and safe. We will strive to preserve our heritage, our friendly hometown atmosphere, and celebrate the diversity of all our citizens.

MINUTES

Call to Order

Preseident Sachse called the meeting to order at 6:03 p.m. and announced a quorum present.

PRESENT

President Mark Sachse
Vice-President Roger Gekiere
Secretary/Treasurer Julia Munoz
Board Member Jack Carlson
Board Member Kevin Anthony
Board Member Jeff Byrnes
City Administrator Craig Lindholm
City Secretary Kathy Lovier

ABSENT: Board Member Gabe Sharp

VISITOR: Brad Hyman, Mayor

Consent Agenda

1. Minutes 7/13/2023 and Workshop minutes 8/21/2023
July, August, September, and October, 2023 financials

Motion made by Board Member Anthony to approve the consent agenda with the exception of the October 2023 financial report because it was unable to be opened and reviewed, to be placed on next agenda for approval, Seconded by Vice-President Gekiere.

Voting Yea: President Sachse, Vice-President Gekiere, Secretary/Treasurer Munoz, Board Member Carlson, Board Member Anthony, Board Member Byrnes

No one spoke in public comment.

Board Member Reports and Discussion

Corridor projects will be discussed in Special Session of the City Council, Director Lindholm advised he will be scheduling a workshop on November 27, 2023 for EDC Board at that meeting to be updated at that time.

President Sachse closed the Regular Session at 6:07 p.m. and opened the Executive Session.

Executive Session

Deliberation regarding real property pursuant to *Texas Government Code, §551.072*, to discuss or deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Reconvene

President Sachse closed the Executive Session at 7:06 p.m. and re-opened the Regular Session.

There being no further action to be taken at this time, a motion was made by Board Member Anthony to close the meeting at 7:06 p.m., Seconded by Board Member Carlson.

Voting Yea: President Sachse, Vice-President Gekiere, Secretary/Treasurer Munoz, Board Member Carlson, Board Member Anthony, Board Member Byrnes.

Sworn to this _____ day of _____, 2023.

Mark Sachse - Board President

ATTEST:

Kathy Lovier – City Secretary



ECONOMIC DEVELOPMENT CORPORATION WORKSHOP MEETING

Monday, November 27, 2023 – 6:00 PM

109 North Kaufman Street, Mount Vernon, Texas 75457

Our mission: to provide effective and fiscally responsible municipal services in a manner which promotes our high standard of community life.

Vision Statement Mount Vernon is a caring community committed to excellence and quality of life, aspiring to be the community of choice for ourselves, our children, and future generations – beautiful, clean, vibrant, and safe. We will strive to preserve our heritage, our friendly hometown atmosphere, and celebrate the diversity of all our citizens.

MINUTES

Call to Order

Meeting was called to order at 6:01 p.m.

Board Member Reports and Discussion

MHS Strategic Plan

Hunter Rush representing MHS Planning presented the updated strategic/comprehensive plan.

City Administrator added he feels that all of these projects could be attainable within a five year period. He further reported that one of the property projects on SH37 north of I30 has been secured by the Franklin County Industrial Foundation, so that is one step closer. The Industrial Foundation has also closed on their final piece of the property on the north service road and Gadlin Street.

Adjourn

Meeting closed at 7:05 p.m.

CITY OF MOUNT VERNON
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: NOVEMBER 30TH, 2023

Item 1.

05 -EDC
 DEPARTMENT -M300 EDC
 DEPARTMENTAL EXPENDITURES

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
5300.001 WAGES/CONSULTANT	70,000	0.00	0.00	0.00	70,000.00	0.00
5300.002 COMPUTER	500	0.00	0.00	0.00	500.00	0.00
5300.003 PROMOTIONAL/MARKETING	5,000	0.00	0.00	0.00	5,000.00	0.00
5300.004 POSTAGE	100	0.00	0.00	0.00	100.00	0.00
5300.005 AUDIT EXPENSE	1,000	0.00	0.00	0.00	1,000.00	0.00
5300.007 LEG. OUTREACH	0	0.00	0.00	0.00	0.00	0.00
5300.008 SCHOLARSHIP	2,000	0.00	0.00	0.00	2,000.00	0.00
5300.009 PUBLICATIONS	0	0.00	0.00	0.00	0.00	0.00
5300.010 ATTORNEY FEES	10,000	0.00	0.00	0.00	10,000.00	0.00
5300.011 WEBSITE	500	0.00	0.00	0.00	500.00	0.00
5300.012 HIST. FACADE GRANT	0	0.00	0.00	0.00	0.00	0.00
5300.014 DISCRETIONARY FUNDS	0	0.00	0.00	0.00	0.00	0.00
5300.017 ADVERTISING/PUBLIC NOTICES	500	0.00	0.00	0.00	500.00	0.00
5300.018 BUSINESS INCENTIVES	5,000	0.00	0.00	0.00	5,000.00	0.00
5300.019 RENTAL ASSISTANCE PROGRAM	15,000	0.00	0.00	0.00	15,000.00	0.00
5300.020 JOB CREATION INCENTIVE	10,000	0.00	0.00	0.00	10,000.00	0.00
5300.021 EXISTING BUS. STRUCTURE	25,000	0.00	0.00	0.00	25,000.00	0.00
5300.022 SPECIAL PROJECT	0	0.00	0.00	0.00	0.00	0.00
5300.023 MAIN STREET ONGOING	10,000	0.00	0.00	0.00	10,000.00	0.00
5300.024 BUSINESS RETENTION	15,000	0.00	0.00	0.00	15,000.00	0.00
5300.025 UNEMPLOYMENT EXP (TEC)	300	0.00	0.00	0.00	300.00	0.00
5300.026 BUSINESS RECRUITMENT	0	0.00	0.00	0.00	0.00	0.00
5300.027 DUES	1,000	0.00	0.00	0.00	1,000.00	0.00
5300.028 BUS ANALYTICS	0	0.00	0.00	0.00	0.00	0.00
5300.029 INFRASTRUCTURE	70,000	0.00	0.00	0.00	70,000.00	0.00
5300.030 SPLASH PAD	0	0.00	0.00	0.00	0.00	0.00
5300.031 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
5300.032 SOCIAL SECURITY (FICA)	12,508	0.00	0.00	0.00	12,508.00	0.00
5300.033 MEDICARE	1,015	0.00	0.00	0.00	1,015.00	0.00
5300.034 TML INSURANCE	0	0.00	0.00	0.00	0.00	0.00
5300.035 RETIREMENT (TMRS)	9,100	0.00	0.00	0.00	9,100.00	0.00
5300.037 TELEPHONE	750	0.00	0.00	0.00	750.00	0.00
5300.042 SCHOOL/TRAINING/TRAVEL	1,000	0.00	0.00	0.00	1,000.00	0.00
5300.044 SUPPLIES	600	0.00	0.00	0.00	600.00	0.00
5300.053 LONGEVITY	0	0.00	0.00	0.00	0.00	0.00
5300.075 TMRS-PENSION COST AUDITORS	0	0.00	0.00	0.00	0.00	0.00
5300.999 PRIOR PERIOD ADJUSTMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 300 EDC	265,873	0.00	0.00	0.00	265,873.00	0.00
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TOTAL EXPENDITURES	265,873	0.00	0.00	0.00	265,873.00	0.00
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REVENUE OVER/(UNDER) EXPENDITURES	169,127	66,153.28	99,416.79	0.00	69,710.21	58.78

*** END OF REPORT ***



Mount Vernon Economic Development Corporation

109 N. Kaufman St., Mount Vernon, TX 75457

Application for Economic Development Assistance

APPLICATION MUST BE FILLED OUT AND RETURNED BEFORE THE PROJECT STARTS
(emergency situations will be considered on a case by case basis)

The following information is requested for all projects seeking economic development assistance from the Mount Vernon Economic Development Corporation (MVEDC). Please fill in all spaces on the application form. If the information requested is not applicable, enter "N/A" in the space. **Incomplete applications will not be considered for assistance.** Following receipt of the application, MVEDC may require additional information to be submitted to indicate the financial abilities or other factors of the company.

Applicant/Business Name		Business Ownership	
Infinity Tans Mount Vernon		single member llc	
Business Type			
Sole Proprietorship <input checked="" type="checkbox"/> Partnership _____ Corporation _____ Other (Please Explain and provide proof)			
Date of Business Establishment		March 8, 2023	
Mailing Address (Business Headquarters)			
Mail: PO Box 836			
City	State	Zip Code	
Mount Vernon	Texas	75457	
Phone Number		Fax Number	
903-305-3697			

Applicant's Representative		Title	
Samantha Dean		Owner	
Mailing Address (if different from above)			
797 County Road NW 1021			
City		State	Zip Code
Talco		Texas	75487
Phone Number	Fax Number	Email Address	
903-335-4036		InfinityTansMV@gmail.com	

Additional Authorized Representative		Title	
Mailing Address (if different from above)			
City		State	Zip Code
Phone Number	Fax Number	Email Address	

Project Information

Description of the Project				
rental assistance- help with the rent would allow me to continue upgrades to the tanning beds and bring in more lotion options for the customers to choose from.				
NAICS Code		NAICS Code Description (if multiple please list all that apply)		
81299		other personal service- sun tanning salon		
Property Address			Legal Description (attach if necessary)	
102 Jackson Street, Suite 2				
Is this Project inside the City limits?			Yes <input checked="" type="checkbox"/>	No
Is this Project in the Historic District?			Yes <input checked="" type="checkbox"/>	No
If Yes, does this Project require approval from the Landmark Commission?			Yes	No <input checked="" type="checkbox"/>
Date of Landmark Commission Review				
Will this Project generate sales tax?			Yes <input checked="" type="checkbox"/>	No
What is your taxpayer ID?			92-0503116	
Anticipated Total Sales				
Year 1	Year 2	Year 3	Year 4	Year 5
\$25,000	\$35,000	\$40,000	\$45,000	\$50,000
Anticipated Total Taxable Sales (excludes items that are exempt from sales tax)				
Year 1	Year 2	Year 3	Year 4	Year 5
\$25,000	\$35,000	\$40,000	\$45,000	\$50,000

Does this Project create or retain jobs?		Yes			No possibly		
Jobs Created (new jobs that did not exist prior to this project)							
Year 1 (Positions/FTEs)	Year 2 (Positions/FTEs)	Year 3 (Positions/FTEs)	Year 4 (Positions/FTEs)	Year 5 (Positions/FTEs)			
Average Annual Salary							
Jobs Retained (jobs that would likely be lost without this project)							
Year 1 (Positions/FTEs)	Year 2 (Positions/FTEs)	Year 3 (Positions/FTEs)	Year 4 (Positions/FTEs)	Year 5 (Positions/FTEs)			
Average Annual Salary							
Does the applicant own or lease the property associated with this Project?		Own					Lease X
Property Owner Information, if leased							
Property Owner Name		Andy Cummings Cummings Commercial Properties					
Property Owner Phone Number		469-682-1753					
Property Owner Email		andykcummings@outlook.com					
Property Owner Address		588 N. Collins Road					
City			State	Zip Code			
Sunnyvale			Texas	75182			
Lease Amount	\$800.00		Period (Annually/Monthly)		monthly		

PROOF OF LEASE WILL BE REQUIRED

Current Appraised Value of Property	
Are all Property Taxes Paid on this Property?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If No, please explain	
Are Improvements being made to the Property?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Estimated Cost of Improvements to be Made	
Anticipated Construction Start Date	
Anticipated Construction Completion Date	
Description of Improvements to be Made	

PLEASE PROVIDE WRITTEN BIDS OR COST ESTIMATES REGARDING ANY PROPOSED IMPROVEMENTS.

Attachments That Will Be Required			
	Plat/Map/Elevations of Project		Renderings/Plans for Improvements
	Copies of Required Permits	X	Business Plan
	Financial Reports for previous years		IRS Reporting
	Tax Certificate	X	Proof of Property Ownership or Lease Agreement
	Property Owner's Certification		Receipts for Work Performed Prior to Application Submission
<p style="text-align: center;">These items must be submitted with the initial application for consideration of the application. Additional documents may be requested as necessary.</p>			

Incentive Process and Timeline

1. Completed application must be returned to the EDC office at Mt. Vernon City Hall prior to work commencing.
2. For projects involving incentives between \$1.00 - \$4,999.00 the EDC must hold a public hearing on the project and allow 60 days to pass since the first public notice of the project prior to expending funds.
3. For projects from \$5,000 - \$9,999, the EDC must hold a public hearing on the project and allow 60 days to pass since the first notice of the project, and the City Council must *approve the project and incentives, prior to expending EDC funds on the project.*
4. For projects \$10,000 and above, the EDC must hold a public hearing on the project and allow 60 days to pass since the first notice of the project, and the City Council adopts a resolution authorizing the project after giving it two separate readings, prior to expending EDC funds on the project.

Business Plan Assistance may be obtained through the Northeast Small Business Development Center in Mt. Pleasant, Texas.

Amber Keith

Business Advisor

Northeast Small Business Development Center

www.northeasttxsbdc.org

903-490-0822 Office

903-490-2826 Cell

AFFIRMATION OF APPLICANT(S)

I (We) the undersigned do hereby acknowledge and/or certify, as the case may be, the following:

1. Prior to submission of this application, the included guidelines for all programs have been obtained, reviewed, and clearly understood by the applicant.
2. That the submission of this Application does not create any property, contract, or other legal rights in any person or entity to have the MVEDC provide grant funding.
3. That if grant funding is approved, full compliance will be maintained with all the provisions of the provided guidelines, performance agreements, and/or special provisions attached as a part of the grant, and that failure to do so will be grounds for ineligibility to receive previously approved grant funding and / or sales tax recapture by MVEDC or the City of Mount Vernon.
4. The Mt. Vernon City Council shall approve any incentive involving expenditures exceeding \$5,000.
5. That before application is to be reviewed by the MVEDC, a designee(s) of the MVEDC shall have the right to inspect the business and work to be considered.
6. That the MVEDC reserves unto itself its absolute right of discretion in deciding whether or not to approve a grant relative to this application, whether or not such discretion is deemed arbitrary or without basis in fact.
7. That the laws of the State of Texas shall govern the interpretation, validity, performance, and enforcement of the provided guidelines and this Application. If any provision or provisions of these should be held invalid or unenforceable, the validity and enforceability of the remaining provisions of these shall not be affected thereby.
8. That the information provided in this Application, and all that may have been affixed hereto, is true and correct, and that the MVEDC may rely on all information herein contained, and all that may have been affixed hereto, as being true and correct
9. Any criminal activities involving applicant, whether on or off-site premises, will render this application and / or contract null and void.
10. Where approved incentives are reimbursement recipient must present paid invoices and/or cancelled checks to vendors. Certificate of Occupancy issued by City of Mount Vernon must be issued before any MVEDC funds are expended.
11. Texas Government Code Section 2264.01 Certification

Company certifies that Company, or a branch, division, or department of Company, does not and will not knowingly employ an undocumented worker. If, after receiving a public subsidy, Company or a branch, division, or department of company is convicted

of a violation under 8 U.S. C. Section 1324a(f), Company shall repay in full the amount of the public subsidy paid by MVEDC to Company.

12. The City of Mount Vernon and/or MVEDC may exercise the right to reclaim any incentives should the recipient not fulfill any portion of its stated obligation as outlined in any incentive agreement resulting from this application submission.

13. Making application and complying with specific requirements does not guarantee that requested incentives will be granted by the MVEDC Board or City Council.

I, the undersigned, understand this process may take several months and attendance of several meeting. Filing an application with the City does not guarantee approval from the City Council. The city reserves the right to retain outside consultants to review this application, all data provided, and conduct an independent evaluation. Further, the applicant understands and agrees that this application and all data and communications may be considered a public record pursuant to the Texas Public Information Act."

Signed this 28th day of September, 2023

Samantha Dean

(Print Authorized Representative Name)

Samantha Dean

(Applicant Signature)

Appendix A: Property Owner's Certification

Property Owner Name	Andy Cummings Cummings Commercial Properties		
Property Owner Phone Number	469-682-1753		
Property Owner Email	andykcummings@outlook.com		
Property Address	588 N. Collins Road		
	City	State	Zip Code
	Sunnyvale	Texas	75182

- At no point will MVEDC pay 100% of the rental expenses for any recipient of this program.
- The rental assistance is designed to assist the business owner with rental expense over a period of time, but the owner will assume responsibility of the full rental costs at the end of the rental assistance period as determined by the MVEDC
- All disbursements through this program will be made in the form of a reimbursement following the submission of a copy of the canceled check paid to the property owner and/or a receipt from the property owner, or direct payment of rental assistance to the property owner/landlord.
- Generally, the program can span any amount of time up to 12 months with MVEDC reimbursing the business owner's rental expense in four installments: 25% of the total rent cost to be paid for the first installment; 50% of the total rent cost to be paid for the second installment; and 75% of the total rent cost to be paid for the third installment of the rental agreement term. Rental assistance from the MVEDC to the business owner shall not be granted until the termination of free or subsidized rent from the property owner. Term of assistance and length of payment installments shall be negotiated between business and MVEDC, with the decision of the MVEDC being final.
- The City Council upon recommendation by the MVEDC Board may approve a modification to the standard rate and duration of the program on a case-by-case basis.
- Recipients may receive only one Graduated Rental Assistance Agreement per business.
- Rental amount and must be comparable to similar rental rates for similar properties in the area of the business property.
- Rental assistance shall not exceed \$6,000 for any business.
- All disbursements through this program will be subject to requirements set forth in an incentive performance agreement, including but not limited to a period for which the business must remain in operation following the completed disbursement of funds.
- MVEDC assumes no liability for the satisfaction of the lease agreement between the property owner and the tenant. This agreement is between the tenant and the MVEDC and will be strictly a reimbursement of the costs required to satisfy the terms of the tenant's lease agreement with the property owner.

Existing Business Structure Assistance

- The purpose of the Existing Business Structure Assistance Program is to enhance the economic sustainability of the City of Mount Vernon by assisting for profit business building owners and lessees in business building renovation processes; thereby encouraging increased ad valorem and / or sales taxes.
- The structure on which the improvements to be made must be at least five years old.
- Owners of multiple structures may submit only one application per fiscal year and may not have existing agreements on multiple properties at any one time.
- MVEDC may approve the full amount requested, a portion of the amount requested, or no amount at all.
- All grants provided under this program are reimbursements for cash expenditures by the applicant and require the applicant provide a match of at least twice the amount awarded (2:1 match required).
- Nonprofit and governmental organizations are not eligible to receive this funding.
- Applicants cannot have more than 20 full-time employees at the time of application
- All tax obligations must be current
- Property owners must submit Appendix A: Property Owner's Certification if the applicant is a tenant at the property
- The business owner will be required to obtain all necessary city and/or state permits, zoning, inspections, etc.... prior to applying for funding.
- The business owner must demonstrate best effort in obtaining at least 3 bids for improvements. The bids or documentation of best effort must be included in the application.
- The structure must be located within the Mount Vernon City limits.
- Applicants must have a valid Certificate of Occupancy from the City of Mount Vernon prior to receiving program funding.
- All disbursements through this program will be subject to performance requirements set forth in an incentive agreement, including but not limited to a period for which the business must remain in operation following the completed disbursement of funds.

For projects that require an expenditure of more than \$10,000, the City Council must adopt a resolution authorizing the project after giving the resolution at least two separate readings.

JOB CREATION INCENTIVE

Program funding will be available to new and / or expanding businesses meeting the following criteria:

1. Business must be in Mount Vernon.
2. Business must be a For Profit business.
3. Owner or shareholders do not count as 'new hires.'
4. Must be Full time jobs, 32 hours per week, 52 weeks per year. No part time employees or combination of part time employees will be considered.
5. Mount Vernon Economic Development Corporation must approve all applications before business engages 'new hires.'
6. Business owners or shareholders cannot be employed by Mount Vernon Economic Development Corporation or City of Mount Vernon.
7. Business name on application must be identical to the name listed on all documents required to engage in business, including business tax receipts.
8. Mount Vernon Economic Development Corporation may grant an amount up to \$600 per job, with a bonus \$200 for every employee that resides within the city limits and earns more than \$13.00 per hour for unskilled and \$20.00 per hour for skilled labor. Number of jobs incentivized would be no more than 20 full-time employees, unless otherwise determined by Mount Vernon EDC.
9. This is a 'reimbursement only' program; business applicant will be reimbursed 'per job' after new hire has completed 12 months employment. Texas Workforce Commission Quarterly reports required as documentation.
10. New employee hire must result in a net increase in full time employees from the time of application at the end of the 12-month period. Documentation will be required from business incentive recipient showing number of employees at MVEDC approval date vs. number of employees at the 12-month 'benchmark.'

October 4, 2023

TO: City Manager, Craig Lindholm
EDC President, Mark Sachse

Gentlemen:

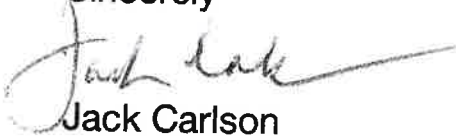
After significant thought and consideration I've decided to submit my resignation from the Mount Vernon EDC board effective at last scheduled meeting of 2023 or sooner should a replacement board member be selected.

My decision was purely based on my desire to spend more time with my family.

It has truly been a privilege and honor to represent the citizens of Mount Vernon and Franklin County.

I look forward to seeing the results from the exciting plans underway, for our community.

Sincerely

A handwritten signature in black ink that reads "Jack Carlson". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Jack Carlson

Cc: Mayor, Brad Hyman
City Secretary, Kathy Lovier