HAMILTON

EST. TEXAS 1858

City of Hamilton, Texas
Economic Development Board Meeting Packet

April 15, 2020
5:30 P.M.

TELEPHONIC MEETING
Hamilton, TX

NOTICE OF THE REGULAR BOARD MEETING OF THE HAMILTON ECONOMIC DEVELOPMENT CORPORATION BOARD OF THE CITY OF HAMILTON, TEXAS
WEDNESDAY, APRIL 15, 2020
5:30 P.M.
TELEPHONIC MEETING
Phone number: 1-253-215-8782
Meeting ID: 483 105 019

Notice is hereby given that the Regular Meeting of the Hamilton Economic Development Corporation Board of the City of Hamilton will be held on Wednesday, April 15, 2020 at 5:30 p.m. by way of Telephonic Meeting.

In accordance with the order of the Office of the Governor issued March 16, 2020, the Hamilton Economic Development Corporation will conduct a Regular Meeting at 5:30 PM on April 15, 2020 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no physical location for the meeting. The meeting agenda and packet are posted online at www.hamiltontexas.com.

The public dial-in number to participate in the meeting is: **1-253-215-8782**
The Meeting ID to the public meeting is **483 105 019**

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request. This notice is posted pursuant to the Texas Government Code, Chapter §551-Open Meetings.

AGENDA
HAMILTON ECONOMIC DEVELOPMENT CORPORATION
REGULAR SESSION/TELEPHONIC MEETING
WEDNESDAY, APRIL 15, 2020
5:30 P.M.

I. Call meeting to order and announce quorum is present

II. Open forum for citizen's comments (limited to five (5) minutes per person)

III. Consideration and/or action approving the HEDC February 5, 2020 Minutes

IV. Consideration and/or action approving the HEDC February 2020 and March 2020 Financial Reports

V. Consideration and/or action approving the Cunningham American Legion Post 222 Signage Grant Request

VI. Consideration and/or action approving HEDC match funding for the Aviation Capital Improvement Program for Runway Pavement Rehabilitation at the City of Hamilton Municipal Airport

VII. Consideration and/or action forming a Marketing Committee

VIII. Directors Report:

- COVID-19 Resources
- Hospital Clinic Project, CDBG Grant Funds
- Wenzel Lonestar Meat Company Project
- Partin Agency Project
- Thompson Building Project
- Main Street
- Upcoming Events

IX. Board member comments and items to be place on the next agenda

X. Set next meeting date: May 20, 2020

XI. Adjourn

The Hamilton Economic Development Corporation reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with the attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

I, Sarah Bauman, Hamilton Economic Development Corporation Executive Director, do hereby certify that this Notice of Meeting was posted on the bulletin board of City Hall, 200 E. Main, Hamilton, Texas, at a place readily accessible to the general public at all times, on the 10th day of April 2020 at _____ and remained so posted for at least 72 continuous hours proceeding the scheduled time of said meeting.

_____
Sarah Bauman, HEDC Executive Director

HAMILTON

EST. TEXAS 1858

February 5, 2020 Minutes

MINUTES OF THE SPECIAL BOARD MEETING OF THE HAMILTON ECONOMIC DEVELOPMENT CORPORATION BOARD OF THE CITY OF HAMILTON, TEXAS WEDNESDAY, FEBRUARY 5, 2020 HAMILTON ECONOMIC DEVELOPMENT CORPORATION BOARD ROOM 103 ½ NORTH RICE 12:15 P.M.

The City of Hamilton Economic Development Corporation met in special session on the above date with President Baker presiding.

HEDC Board Members Present:

Meredith Daniels
Doug Baker
Beverly Gilstrap
Melanie Housden
Jeff Ensor

HEDC Board Members Absent:

Will Hale
Randy Lee

Others Present:

Sarah Bauman, HEDC Executive Director, Joni Hoxsey, Hamilton Main Street Manager

REGULAR SESSION

President Baker called the meeting to order at 5:30 p.m.

There were no public comments.

President Baker welcomed and introduced the new Main Street Manager, Joni Hoxsey to the board.

Board member Daniels moved to approve the December 18, 2019 and the January 16, 2020 minutes. Board member Ensor seconded the motion, and with a unanimous vote, the motion carried.

President Baker presented the December 2019 and January 2020 Financial Reports. Board member Ensor moved to approve the December 2019 and January 2020 Financial Reports as presented. Board member Gilstrap seconded the motion, and with a unanimous vote, the motion carried.

Board member Gilstrap moved to approve the HEDC recommendation to the City Council for the Main Street Program Bylaws as presented. Board member Housden seconded the motion, and with a unanimous vote, the motion carried.

Board member Daniels moved to approve the HEDC Board Recommendation to the City Council for the Main Street Advisory Board Positions as presented. Advisory board members include Jim Mcinnis, Keven Cude, Grady Hooper, Clay Tarlpey, Chrissy Lane, Doug Baker, Keith Gatewood, Jim Edison, Kim Cooper, Cody Morris, and Valarie Krehmeier. Board member Housden seconded the motion, and with a unanimous vote, the motion carried.

Bauman presented the Directors Report:

- Thompson Building Update: 10 ft. of the ceiling from the south wall was removed so the structure can be evaluated further. Bauman will contact Winton Engineering to discuss next steps for required structural engineering design and specifications.
- Robin's Nest Update: Currently under construction. Plans to open Spring 2020.
- Hospital Clinic Building Update: 2 bids were received at the construction bid opening this week. Project is on schedule at this time.
- Main Street:
    - The Main Street Manager, Joni Hoxsey started on January 27, 2020.
    - Bauman and Hoxsey attended the Texas Main Street New Manager Orientation in Elgin on January 28, 2020.
    - The MS office is located in front of the EDC Conference Room.
    - The new phone number for MS is 254-784-5610, and email is: mainstreet@hamiltontexas.com.
- Upcoming trainings and events:
    - Wednesday, February 19, 2020 is the Business Roundtable with Congressman Williams at the McMullen Event Center from 2-3:00.
    - March 3-6, Bauman will be in The Woodlands attending the Community Development Institute at Lonestar College. Bauman will take the CDI exam Friday, March 6, 2020.
    - Tuesday March 24, 2020 is the training and strategic planning for the HEDC Board and Main Street Board at McMullen Event Center from 8-5:00.
    - April: TBA is the First Lady's visit to Hamilton to kick off the Main Street Program.
    - Friday, May 8, 2020 is the TEDC Sales Tax Workshop in Waco from 8-5:00.
    - May 18-20 is the National Main Street Now Conference in Dallas.

The next meeting was set for March 24, 2020. This will be an all-day training and strategic planning session to include HEDC and Main Street conducted by Opportunity Strategies, LLC.

Meeting was adjourned at 6:04 p.m.

PASSED AND APPROVED this _____day of _____, 2020

_____

Doug Baker, HEDC Board President

HAMILTON

EST. TEXAS 1858

February 2020 Financial Report

Hamilton EDC
Balance Sheet
As of February 29, 2020

	Feb 29, 20
ASSETS	
Current Assets	
Checking/Savings	
100 - Bancorp South-Checking	140,586.57
102 · Bancorp South - CD 100136825	151,494.09
103 · Mills County State Bk-CD 162565	105,464.21
105 · Bancorp South - CD 100141001	62,345.27
106 · Bankcorp South-CD92600011875703	102,269.05
Total Checking/Savings	562,159.19
Total Current Assets	562,159.19
Other Assets	
Notes Receivable - Forgivable	
N/R-The Robin's Nest	30,000.00
N/R Pederson Natural Farms Inc	150,000.00
Total Notes Receivable - Forgivable	180,000.00
Total Other Assets	180,000.00
TOTAL ASSETS	742,159.19
LIABILITIES & EQUITY	
Equity	
3900 · Net Assets	710,590.17
Net Income	31,569.02
Total Equity	742,159.19
TOTAL LIABILITIES & EQUITY	742,159.19

Hamilton EDC
Statement of Change in Net Assets
For the Five Months Ending February 29, 2020

	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	TOTAL	Annual Budget	Target 41.67%
Income								
Interest Earned	0.00	1,989.65	0.00	0.00	2,000.14	3,989.79	3,500.00	113.99%
Marketing Income	0.00	25.25	25.75	0.00	100.00	151.00	0.00	100.00%
Miscellaneous Income	0.00	0.00	0.00	0.00	10.38	10.38	0.00	100.00%
Sales Tax	16,553.71	22,031.48	20,642.16	16,906.19	26,561.08	102,694.62	199,000.00	51.61%
Total Income	16,553.71	24,046.38	20,667.91	16,906.19	28,671.60	106,845.79	202,500.00	52.76%
Expense								
Business Retention and Expansion	0.00	145.00	210.00	0.00	0.00	355.00	4,000.00	8.88%
Conferences	1,196.35	1,556.83	0.00	609.36	860.00	4,222.54	8,000.00	**52.78%**
Consulting	250.00	250.00	250.00	750.00	250.00	1,750.00	10,000.00	17.50%
Development Projects	1,497.50	10,448.61	7,679.63	1,966.00	3,443.33	25,035.07	555,500.00	4.51%
Dues	350.00	0.00	0.00	1,185.00	845.00	2,380.00	2,500.00	**95.20%**
Executive Director	4,153.86	4,153.86	4,153.86	8,307.72	4,153.86	24,923.16	60,000.00	41.54%
Furniture & Equipment	208.00	79.00	79.00	79.00	79.00	524.00	4,000.00	13.10%
Insurance	175.00	175.00	410.55	0.00	0.00	760.55	3,275.00	23.22%
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00%
Main Street Manager	0.00	0.00	0.00	440.46	1,625.48	2,065.94	0.00	**100.00%**
Maintenance	0.00	0.00	0.00	0.00	216.00	216.00	500.00	**43.20%**
Meetings	0.00	73.62	484.27	48.25	193.12	799.26	2,500.00	31.97%
Office Rent	350.00	350.00	350.00	500.00	500.00	2,050.00	4,200.00	**48.81%**
Payroll Expense	1,089.98	1,089.98	1,089.98	2,183.81	991.30	6,445.05	20,000.00	32.23%
Secretarial Support	121.62	0.00	0.00	0.00	0.00	121.62	20,000.00	0.61%
Supplies	237.30	87.23	181.62	881.24	348.31	1,735.70	1,800.00	**96.43%**
Telephone	132.92	132.80	132.80	206.54	212.58	817.64	3,000.00	27.26%
Travel & Transporation	428.32	571.66	0.00	75.26	0.00	1,075.24	3,000.00	35.84%
Total Expense	10,190.85	19,113.59	15,021.71	17,232.64	13,717.98	75,276.77	712,275.00	10.57%
Change in Net Assets	6,362.86	4,932.79	5,646.20	-326.45	14,953.62	31,569.02	-509,775.00	
Net Assets, Beginning of Year						710,590.17	710,590.17	
Net Assets, End of Period						742,159.19	200,815.17	

Hamilton EDC
Schedule of Development Project Exp
For the Five Months Ending February 29, 2020

	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	TOTAL	Annual Budget	Target 41.67%
Development Projects								
Committed Projects	0.00	10,000.00	0.00	0.00	2,550.00	12,550.00	67,550.00	18.58%
Direct Business Incentives								0.00%
Commercial Property Signage	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00%
Commercial Building Improvement	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Industrial/Commercial Development	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00%
Start-Up Business Grants	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Total Direct Business Incentive	0.00	0.00	0.00	0.00	0.00	0.00	115,000.00	0.00%
Tourism Development								
Community Beautification/Cleanup	0.00	548.61	0.00	0.00	0.00	548.61	30,000.00	1.83%
Downtown Signage/Awning/Facade	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Community Improvement Grant	0.00	0.00	6,055.13	0.00	0.00	6,055.13	10,000.00	**60.55%**
Downtown Improvement Projects	0.00	0.00	0.00	0.00	0.00	0.00	151,050.00	0.00%
Community Improvement Projects	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Marketing (current year)	0.00	0.00	0.00	0.00	0.00	0.00	25,457.75	0.00%
Marketing (reserves)	1,497.50	-100.00	1,624.50	1,966.00	893.33	5,881.33	11,442.25	**51.40%**
Work Force Training	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00%
Abandoned/Substandard Removal	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	0.00%
Total Tourism Development	1,497.50	448.61	7,679.63	1,966.00	893.33	12,485.07	372,950.00	3.35%
Total Development Projects	1,497.50	10,448.61	7,679.63	1,966.00	3,443.33	25,035.07	555,500.00	4.51%

Hamilton EDC
Loan Listing
As of February 29, 2020

Account	Balance Total	Description
Notes Receivable - Forgivable:N/R The Robin's Nest of Hamilton, LLC	30,000.00	Loan Date 10/2/18 Forgivable 1/2 at opening and 1/2 90 days after opening. No interest. Must have 5 FTE's at opening. Must have 5 FTEs for 90 days after opening and maintain business and equipment in new building.
Notes Receivable - Forgivable:N/R Pederson Natural Farms Inc.	150,000.00	Loan Date 8/5/16 Forgivable over 10 years. No interest. Must add 5 FTE's: 3/4th forgiven in five years. Must add 5 additional FTE's and loan balance will be forgiven after year 10. (10 FTE's total)
Notes Receivable - Forgivable	180,000.00	

Hamilton EDC
Balance Sheet - Thompson Fund
As of February 29, 2020

	Feb 29, 20
ASSETS	
Current Assets	
Checking/Savings	
100 Bancorp South-Checking	
Restricted Cash-Thompson Funds	113,194.67
Total 100 Bancorp South-Checking	113,194.67
Total Checking/Savings	113,194.67
Total Current Assets	113,194.67
Fixed Assets	
Buildings & Improvements	
Less-Bldg & Imp Accm Depr	-1,373.35
Buildings & Improvements - Other	44,945.65
Total Buildings & Improvements	43,572.30
Land	90,901.32
Land Improvements	
Less-Land Imp Accm Depr	-550.00
Land Improvements - Other	8,999.23
Total Land Improvements	8,449.23
Total Fixed Assets	142,922.85
TOTAL ASSETS	256,117.52
LIABILITIES & EQUITY	
Equity	
Restricted Net Assets-Thompson	256,117.52
Total Equity	256,117.52
TOTAL LIABILITIES & EQUITY	256,117.52

Hamilton EDC-Thompson Fund
Statement of Change in Net Assets
For the Five Month Ending February 29, 2020

	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Total	Annual Budget
Ordinary Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense							
Depreciation	174.85	174.85	174.85	174.85	174.85	874.25	0.00
Development Projects							
Tourism Development							
Thompson Project	0.00	0.00	524.50	400.00	0.00	924.50	115,000.00
Total Tourism Development	0.00	0.00	524.50	400.00	0.00	924.50	115,000.00
Total Development Projects	0.00	0.00	524.50	400.00	0.00	924.50	115,000.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	225.00
Total Expense	174.85	174.85	699.35	574.85	174.85	1,798.75	115,225.00
Change in Net Assets	-174.85	-174.85	-699.35	-574.85	-174.85	-1,798.75	-115,225.00
Net Assets, Beginning of Year						257,916.27	257,916.27
Net Assets, End of Period						256,117.52	142,691.27

HAMILTON

EST. TEXAS 1858

March 2020 Financial Report

Hamilton EDC
Balance Sheet
As of March 31, 2020

	Mar 31, 20
ASSETS	
Current Assets	
Checking/Savings	
100 - Bancorp South-Checking	143,938.22
102 · Bancorp South - CD 100136825	151,494.09
103 · Mills County State Bk-CD 162565	105,464.21
105 · Bancorp South - CD 100141001	62,345.27
106 · Bankcorp South-CD92600011875703	102,269.05
Total Checking/Savings	565,510.84
Total Current Assets	565,510.84
Other Assets	
Notes Receivable - Forgivable	
N/R-The Robin's Nest	30,000.00
N/R Pederson Natural Farms Inc	150,000.00
Total Notes Receivable - Forgivable	180,000.00
Total Other Assets	180,000.00
TOTAL ASSETS	745,510.84
LIABILITIES & EQUITY	
Equity	
3900 · Net Assets	710,590.17
Net Income	34,920.67
Total Equity	745,510.84
TOTAL LIABILITIES & EQUITY	745,510.84

Hamilton EDC
Statement of Change in Net Assets
For the Six Months Ending March 31, 2020

	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	TOTAL	Annual Budget	Target 50%
Income									
Interest Earned	0.00	1,989.65	0.00	0.00	2,000.14	0.00	3,989.79	3,500.00	113.99%
Marketing Income	0.00	25.25	25.75	0.00	100.00	0.00	151.00	0.00	100.00%
Miscellaneous Income	0.00	0.00	0.00	0.00	10.38		10.38	0.00	100.00%
Sales Tax	16,553.71	22,031.48	20,642.16	16,906.19	26,561.08	16,376.92	119,071.54	199,000.00	59.84%
Total Income	16,553.71	24,046.38	20,667.91	16,906.19	28,671.60	16,376.92	123,222.71	202,500.00	60.85%
Expense									
Business Retention and Expansion	0.00	145.00	210.00	0.00	0.00	0.00	355.00	4,000.00	8.88%
Conferences	1,196.35	1,556.83	0.00	609.36	860.00	550.20	4,772.74	8,000.00	**59.66%**
Consulting	250.00	250.00	250.00	750.00	250.00	3,360.00	5,110.00	10,000.00	**51.10%**
Development Projects	1,497.50	10,448.61	7,679.63	1,966.00	3,443.33	928.19	25,963.26	555,500.00	4.67%
Dues	350.00	0.00	0.00	1,185.00	845.00	0.00	2,380.00	2,500.00	**95.20%**
Executive Director	4,153.86	4,153.86	4,153.86	8,307.72	4,153.86	4,153.86	29,077.02	60,000.00	48.46%
Furniture & Equipment	208.00	79.00	79.00	79.00	79.00	79.00	603.00	4,000.00	15.08%
Insurance	175.00	175.00	410.55	0.00	0.00	0.00	760.55	3,275.00	23.22%
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00%
Main Street Manager	0.00	0.00	0.00	440.46	1,625.48	1,625.48	3,691.42	0.00	**100.00%**
Maintenance	0.00	0.00	0.00	0.00	216.00	100.00	316.00	500.00	**63.20%**
Meetings	0.00	73.62	484.27	48.25	193.12	0.00	799.26	2,500.00	31.97%
Office Rent	350.00	350.00	350.00	500.00	500.00	500.00	2,550.00	4,200.00	**60.71%**
Payroll Expense	1,089.98	1,089.98	1,089.98	2,183.81	991.30	991.30	7,436.35	20,000.00	37.18%
Secretarial Support	121.62	0.00	0.00	0.00	0.00	0.00	121.62	20,000.00	0.61%
Supplies	237.30	87.23	181.62	881.24	348.31	75.95	1,811.65	1,800.00	**100.65%**
Telephone	132.92	132.80	132.80	206.54	212.58	179.31	996.95	3,000.00	33.23%
Travel & Transporation	428.32	571.66	0.00	75.26	0.00	481.98	1,557.22	3,000.00	**51.91%**
Total Expense	10,190.85	19,113.59	15,021.71	17,232.64	13,717.98	13,025.27	88,302.04	712,275.00	12.40%
Change in Net Assets	6,362.86	4,932.79	5,646.20	-326.45	14,953.62	3,351.65	34,920.67	-509,775.00	
Net Assets, Beginning of Year							710,590.17	710,590.17	
Net Assets, End of Period							745,510.84	200,815.17	

Hamilton EDC
Schedule of Development Project Exp
For the Six Months Ending March 31, 2020

	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	TOTAL	Annual Budget	Target 50%
Development Projects									
Committed Projects	0.00	10,000.00	0.00	0.00	2,550.00	0.00	12,550.00	67,550.00	18.58%
Direct Business Incentives									0.00%
Commercial Property Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00%
Commercial Building Improvement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Industrial/Commercial Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00%
Start-Up Business Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Total Direct Business Incentive	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115,000.00	0.00%
Tourism Development									
Community Beautification/Cleanup	0.00	548.61	0.00	0.00	0.00	0.00	548.61	30,000.00	1.83%
Downtown Signage/Awning/Facade	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Community Improvement Grant	0.00	0.00	6,055.13	0.00	0.00	0.00	6,055.13	10,000.00	**60.55%**
Downtown Improvement Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	151,050.00	0.00%
Community Improvement Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	0.00%
Marketing (current year)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,457.75	0.00%
Marketing (reserves)	1,497.50	-100.00	1,624.50	1,966.00	893.33	928.19	6,809.52	11,442.25	**59.51%**
Work Force Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00%
Abandoned/Substandard Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	0.00%
Total Tourism Development	1,497.50	448.61	7,679.63	1,966.00	893.33	928.19	13,413.26	372,950.00	3.60%
Total Development Projects	1,497.50	10,448.61	7,679.63	1,966.00	3,443.33	928.19	25,963.26	555,500.00	4.67%

Hamilton EDC
Loan Listing
As of March 31, 2020

Account	Balance Total	Description
Notes Receivable - Forgivable:N/R The Robin's Nest of Hamilton, LLC	30,000.00	Loan Date 10/2/18 Forgivable 1/2 at opening and 1/2 90 days after opening. No interest. Must have 5 FTE's at opening. Must have 5 FTEs for 90 days after opening and maintain business and equipment in new building.
Notes Receivable - Forgivable:N/R Pederson Natural Farms Inc.	150,000.00	Loan Date 8/5/16 Forgivable over 10 years. No interest. Must add 5 FTE's: 3/4th forgiven in five years. Must add 5 additional FTE's and loan balance will be forgiven after year 10. (10 FTE's total)
Notes Receivable - Forgivable	180,000.00	

Hamilton EDC
Balance Sheet - Thompson Fund
As of March 31, 2020

	Mar 31, 20
ASSETS	
Current Assets	
Checking/Savings	
100 Bancorp South-Checking	
Restricted Cash-Thompson Funds	113,194.67
Total 100 Bancorp South-Checking	113,194.67
Total Checking/Savings	113,194.67
Total Current Assets	113,194.67
Fixed Assets	
Buildings & Improvements	
Less-Bldg & Imp Accm Depr	-1,498.20
Buildings & Improvements - Other	44,945.65
Total Buildings & Improvements	43,447.45
Land	90,901.32
Land Improvements	
Less-Land Imp Accm Depr	-600.00
Land Improvements - Other	8,999.23
Total Land Improvements	8,399.23
Total Fixed Assets	142,748.00
TOTAL ASSETS	255,942.67
LIABILITIES & EQUITY	
Equity	
Restricted Net Assets-Thompson	255,942.67
Total Equity	255,942.67
TOTAL LIABILITIES & EQUITY	255,942.67

Hamilton EDC-Thompson Fund
Statement of Change in Net Assets
For the Six Month Ending March 31, 2020

	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Total	Annual Budget
Ordinary Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense								
Depreciation	174.85	174.85	174.85	174.85	174.85	174.85	1,049.10	0.00
Development Projects								
Tourism Development								
Thompson Project	0.00	0.00	524.50	400.00	0.00	0.00	924.50	115,000.00
Total Tourism Development	0.00	0.00	524.50	400.00	0.00	0.00	924.50	115,000.00
Total Development Projects	0.00	0.00	524.50	400.00	0.00	0.00	924.50	115,000.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00
Total Expense	174.85	174.85	699.35	574.85	174.85	174.85	1,973.60	115,225.00
Change in Net Assets	-174.85	-174.85	-699.35	-574.85	-174.85	-174.85	-1,973.60	-115,225.00
Net Assets, Beginning of Year							257,916.27	257,916.27
Net Assets, End of Period							255,942.67	142,691.27

Sales Tax Receipts by Budget Year

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Oct	10,805.27	11,972.35	14,606.31	13,797.06	15,166.03	12,505.70	14,621.01	13,663.02	17,193.52	16,553.71
Nov	14,590.71	16,414.83	16,165.61	15,956.54	11,082.96	20,076.55	18,580.31	20,212.28	20,565.64	22,031.48
Dec	10,772.11	11,413.68	14,033.18	13,173.61	14,305.25	13,448.02	13,870.83	14,864.87	18,624.30	20,642.16
Jan	12,329.98	11,803.56	13,811.88	12,364.96	13,350.99	13,113.61	16,037.81	15,563.97	17,018.98	16,889.69
Feb	14,860.76	15,081.35	18,565.18	17,130.18	18,870.39	21,907.51	21,235.11	19,476.34	25,346.53	26,561.08
Mar	10,720.10	11,614.19	12,418.76	12,374.57	10,694.16	12,390.73	12,489.71	13,373.85	15,522.52	16,376.92
April	11,328.28	11,285.48	10,905.12	11,948.90	10,992.16	14,740.16	11,990.00	11,852.04	14,022.34	
May	14,891.41	14,730.70	15,775.65	16,249.75	21,825.14	21,599.75	18,670.71	19,461.89	21,205.44	
June	11,675.10	12,363.93	12,061.59	12,722.73	13,186.10	12,095.15	12,658.32	16,216.68	21,856.15	
July	11,810.37	12,075.47	12,860.35	13,683.01	13,505.00	13,881.62	15,024.86	15,950.41	14,754.30	
Aug	14,702.34	16,481.86	16,144.54	17,540.24	23,544.14	20,595.62	18,712.01	19,824.91	19,450.25	
Sept	11,975.60	13,690.94	14,230.47	14,809.70	15,092.76	14,916.28	18,690.95	17,752.87	18,906.29	
Totals	150,462.03	158,928.34	171,578.64	171,751.25	181,615.08	191,270.70	192,581.63	198,213.13	224,466.26	119,055.04

HAMILTON
EST. TEXAS 1858

Agenda Item V.
April 15, 2020

Subject:

Commercial Signage Grant Application for Cunningham American Legion Post 222

Background:

Cunningham American Legion Post 222 is proposing to attach 2 new signs to the front of the building located on Hwy 281 North.

The US Flag would be 5'x9' and would be attached to the left of the front door, between the existing "American Legion Post 222" sign and the blue Handicap Parking sign.

The All Services Emblems would be a 3x5 sign attached to the right of the front door between the blue Handicap parking sign and the right corner of the building.

Existing signs, including the sign on posts at the front of the property "Cunningham American Legion Post 222" with the Legion emblem would remain in place.

The project will provide for new and expanded business development in the following ways:

- Improve aesthetics to the entrance of the City of Hamilton
- Increase business traffic to existing business through improved signage
- Encourage additional investment in Hamilton by business and property owners

Please see attached guidelines and application for more details.

Commercial Property Signage Grant Program Guidelines

The Hamilton Economic Development Corporation Commercial Signage Grant Program is designed to increase business traffic to existing businesses through improved signage along HWY 281 and HWY 36, which will result in additional business activity in the City of Hamilton.

For the purposes of this program, preference will be given to commercially-zoned properties that are facing either HWY 281 or HWY 36 and are located inside the city limits of Hamilton. Projects that are not located in this area will not be considered for participation in the Commercial Property Signage Grant Program. The Hamilton Economic Development Corporation Board of Directors may extend the geographic area at their discretion.

The Commercial Property Signage Grant Program is funded and monitored by the Hamilton Economic Development Corporation Board of Directors who may amend, adjust, or eliminate the program at any time. The grant award decisions of the Hamilton Economic Development Corporation Board of Directors are final.

The Hamilton Economic Development Corporation has determined that the signage grant program will provide for new and expanded business development in the following ways:

- Improve aesthetics of the City of Hamilton
- Increase business traffic to existing businesses through improved signage
- Encourage additional investment in Hamilton by business and property owners

Scope

The Hamilton Economic Development Corporation has allocated $5,000.00 for this program for the FY 2019-20. Grants are competitive and will be awarded on a first come first served basis until funds are depleted.

Applications need to be submitted by 5 pm on the 1st Wednesday of each month to be listed on the next Board of Directors agenda for consideration. Applicants whose grant was denied may reapply in thirty (30) days, if their application has changed to address the reasons for grant denial.

Grants are to be used only for commercial property. If the property is zoned for both residential and commercial use, grant funds may only be used for the commercial property portion of the property.

Tenants must have authorization from the property owner to apply for a Commercial Property Signage Grant.

Two bids must be submitted. One bid must be from a local (76531 zip code) business.

A picture/sketch must be submitted with each application of the current and proposed signage.

Work must not commence on any projects seeking grant funds until the grant has been approved by the Hamilton Economic Development Board of Directors. The Hamilton Economic Development Corporation may terminate any grant project that has not been completed one hundred eighty (180 days) from the approval of the grant.

All grants are reimbursement grants, and will only be funded after completion of the project in compliance with specifications approved by the Hamilton Economic Development Corporation. Upon notification from the applicant that work has been completed in a satisfactory manner, and evidence has been provided that the contractors have been paid, the applicant may request a reimbursement.

Applications for Commercial Property Signage Grants received within three years of a previous award may be denied.

Signage Grant Regulations

The Hamilton Economic Development Corporation will provide a grant in the amount of 75% of the cost of new signage, new signage installation, and removal of existing signage in a total grant amount not to exceed $1000 per building.

New signage must be approved by the Hamilton Economic Development Board of Directors. The Hamilton Economic Development Corporation requires that all similar existing signage be removed. Applicants may request an exemption regarding the existing signage, which will be determined by the Board of Directors on a case by case basis.

Signage grant funds may be utilized for signage that is mounted flush along building facades, hanging signs that are attached to building facades, and pole signage.

All signage must include a minimum of three different colors in a manner sufficient to attract the appropriate amount of business. Black and white signage will be required to include an accent color. Signage that is reflective of Hamilton's history and character is strongly encouraged over the usage of simple signage.

HAMILTON
EST. TEXAS 1858

Commercial Property Signage Grant Program Application

Applications must include two bids from appropriate businesses/contractors and a picture/sketch of the current and proposed signage. Incomplete applications will not be presented to the Board of Directors for review. Applications must be completed in their entirety by the 1st Wednesday of the month to be considered on the next agenda.

Date: 3/27/2020

Business Name: AMERICAN LEGION POST 222

Business Address: Hwy 281 NORTH

Primary Contact Phone Number: 254-386-3992

Primary Contact E-mail: robertself46@yahoo.com

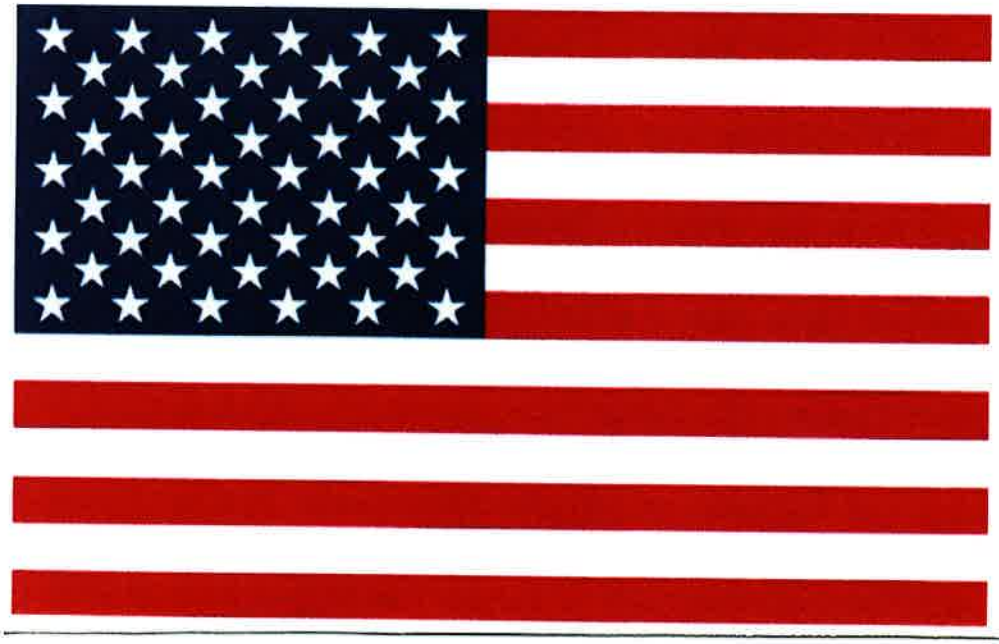
Property Owners: CUNNINGHAM POST NUMBER 222

Description of the Signage Project:

WE ARE PROPOSING TO ATTACH 2 NEW SIGNS TO THE FRONT OF OUR BUILDING WHICH FACES Hwy 281 NORTH. A LARGE US FLAG (5'X9') WILL BE THE MAIN SIGN to the left of the door AND A SMALLER 3X5' ALL-SERVICES EMBLEMS SIGN WILL BE to the Right of the door.

If you have questions, or for assistance with your application, please contact Sarah Bauman at the HEDC (254) 386-5954 or edc@hamiltontexas.com Please return completed applications to the HEDC, 103 ½ North Rice, Hamilton, TX 76531.

AMERICAN LEGION
POST 222



UNITED STATES
ARMY

UNITED STATES
NAVY

UNITED STATES
AIR FORCE

UNITED STATES
MARINE CORPS

UNITED STATES COAST GUARD
SEMPER PARATUS
1790

six spokes signs ★ 254-386-3878

DATE: 1/21/20
BILL TO:
American legion
#222

JOB: 20/A/American Legion Flag Sign

CONTACT: Bob Self 254-386-3992 robertself4be@yahoo.com

QUAN.	DESCRIPTION	EACH	TOTAL
1	108" X 60" Dibond, 1 sided, Digital print w/ liquid laminate - American Flag print -		$500.00

INSTALLATION

ARTWORK / LOGO / CLEAN UP TIME setup $25.00

- A $10.00 setup fee will apply on all camera ready artwork.
- A minimum $25.00 setup fee will apply on artwork which needs to be edited, created, or scanned.
- All graphic fees are based on a $50/hr rate calculated in actual time taken to prepare artwork.

SUB-TOTAL $525.00

TAX

TOTAL

ONE-HALF OF TOTAL AS DOWN PAYMENT PYMT

BALANCE DUE UPON DELIVERY BALANCE

Kimi A. Phillips • Becky Whitehead
900 N. Rice Street ~ P.O. Box 868 ★ Hamilton Texas 76531
website: www.sixspokessigns.com ★ email: mail@sixspokessigns.com
PROUD TO BE A RILEY-GARDNER MEMORIAL COMPANY

six spokes signs ★ 254-386-3878

DATE: 3/23/20
BILL TO:
American Legion

JOB: 20/AlAmerican legion/Military Sen/Flag proof.jpg

CONTACT: Robert Self

robertself46@yahoo.com

QUAN.	DESCRIPTION	EACH	TOTAL
1	3'X5' Aluminum SIGN Digital print w/ laminate		$140.00
1	3'X5' Custom Flag Single sided no Liner		$200.00
1	3'X5' Custom Flag Double Sided W/ Liner		$325.00
	INSTALLATION		
	ARTWORK / LOGO / CLEAN UP TIME	Setup	$25.00
	SUB-TOTAL		
	TAX		
	TOTAL		
	ONE-HALF OF TOTAL AS DOWN PAYMENT	PYMT	Total $165
	BALANCE DUE UPON DELIVERY	BALANCE	

- A $10.00 setup fee will apply on all camera ready artwork.
- A minimum $25.00 setup fee will apply on artwork which needs to be edited, created, or scanned.
- All graphic fees are based on a $50/hr rate calculated in actual time taken to prepare artwork.

Kimi A. Phillips • Becky Whitehead
900 N. Rice Street ~ P.O. Box 868 ★ Hamilton Texas 76531
website: www.sixspokessigns.com ★ email: mail@sixspokessigns.com
PROUD TO BE A RILEY-GARDNER MEMORIAL COMPANY

CRE8 Signs

531 S. GRAHAM
STEPHENVILLE, TX 76401
TSCL #25338
Phone: 254-965-9090
Fax: 254-965-9091

Price List & Order Form

Date of Order: 2/~~3~~4/20

Customer Name: AMERICAN LEGION Need by: _____

BILLING ADDRESS: _____

Phone #: _____ Contact: _____

EMAIL: _____

Type of Sign	Size of Sign	
Banner	_____	
Vehicle Graphics	_____	RTP
Window Graphics	_____	RTC
Magnetic Signs	_____	1 SIDED
Body Wrap	_____	2 SIDED
Correplast	_____	TEXT PROOF
Masonite	_____	EMAIL PROOF
Aluminum	_____	CALL PROOF
Plexiglass	_____	
MDO	_____	

Background Color _____ Color of Letters _____

PRINTED _____ CUT VINYL _____

Font Preference _____ Total Amt. $ _____

NAME OF FILE: _____

☐

5 X 9 ALUMINUM SIGN #450.00

FRAME —— #250.00

INSTALL #95 HR INCLUDES DRIVING TIME

☐

HAMILTON

EST. TEXAS 1858

Agenda Item VI.
April 15, 2020

Subject:

Hamilton Municipal Airport Capital Improvement Project

Background:

The general description of the Aviation Capital Improvement Program Project is described as airfield pavement rehabilitation (sealcoat on the runway) at the Hamilton Municipal Airport.

Financial assistance from the Texas Department of Transportation for these improvements is available.

The total project cost is estimated to be $489,000.00. The Federal Grant share of the project is $440,100.00. The local share of the project is $48,900.00, which was approved by the City Council on February 27, 2020. The City of Hamilton is asking the HEDC to consider funding a portion of the local match as an economic development project.

The City would name the Texas Department of Transportation as its agent for the purposes of applying for, receiving, and disbursing all funds for these improvements, and for the administration of contracts necessary for the implementation of this project.

Please see attached.

AVIATION CAPITAL IMPROVEMENT PROGRAM

Texas Department of Transportation -- Aviation Division

Locations, Projects, and Costs

February 14, 2020

FEDERAL & STATE FY 2020 *Federal FY 2020 (October 2019 - September 2020)/State FY 2020 (September 2019 - August 2020)*

City & Airport	Project Status & Description	Project Costs Total	Federal	State	Local
HAMILTON	***Project Status:***				
HAMILTON MUNI	*PENDING*				
	Rehabilitate and mark RW 18-36 (5000 x 75) (STATEWIDE SEALCOAT) (NPE '17, '18, '19)	310,000	279,000	0	31,000
	Engineering Design for airfield pavement rehbilitation (STATEWIDE SEALCOAT)	25,000	22,500	0	2,500
	Rehabilitate & mark partial parallel TW (1100 x 35) & north TW (850 x 35)	54,000	48,600	0	5,400
	Admin, Fees, RPR, Contingencies for airfield pavement rehabilitation	100,000	90,000	0	10,000
	Project Totals:	**$ 489,000**	**$ 440,100**	**$ 0**	**$ 48,900**

Economic Impact of
HAMILTON MUNICIPAL AIRPORT (MNZ)

BASIC INFORMATION:

The Hamilton Municipal Airport is a public-use, general aviation facility that serves the region's air transportation needs. Major facilities at the airport include a 4,998-foot runway (Runway 18/36) equipped with medium intensity runway lighting. Operations at the airport are supported by RNAV (GPS) approaches. Other services include avgas, jet fuel, aircraft storage in hangars, and tiedown parking. Hamilton Municipal Airport is included in the National Plan of Integrated Airport Systems, making it eligible for federal Airport Improvement Program grants.

QUALITATIVE BENEFITS:

Hamilton Municipal Airport is home to a city-operated FBO which offers services such as fuel and pilot amenities. The most frequent general aviation operations at Hamilton Municipal include corporate flights, recreational flying, flight training, military training, and flights bringing visitors to the region.

The Hamilton Soaring Club calls the Hamilton Municipal Airport home and has been operating since 2016. The Soaring Club hosts an annual lunch that draws an estimated 50 people from the community to the airport. Multiple businesses also draw frequent visitors to the airport such as Pederson's Natural Farms and Circle T Arena which bring in corporate and recreational visitors. Runway length is a major benefit at Hamilton Municipal since the airport is able to accommodate many business jets that bring visitors to nearby towns outside the Hamilton region.

Direct Impacts

- On-Airport Impacts: 1 JOB, $103,000 OUTPUT
- Capital Improvement Impacts: < 1 JOB, $56,000 OUTPUT
- Visitor Impacts: 2 JOBS, $108,000 OUTPUT

Multiplier Impacts

Recirculation of Impacts

Multiplier Impacts: 3 JOBS, $249,000 OUTPUT

Recirculation of Impacts

Total Impacts

Total Impacts: 6 JOBS, $158,000 PAYROLL, $516,000 OUTPUT

IMPACT MEASURES

Employment measures the number of full-time equivalent (FTE) jobs related to airport activity including visitor-supported and on-airport construction jobs. A part-time employee counts as half of a full-time employee.

Payroll measures the total annual salary, wages, and benefits paid to all workers whose livelihoods are directly attributable to airport activity.

Output measures the value of goods and services related to airports in Texas. The output of on-airport businesses is typically assumed to be the sum of annual gross sales and average annual capital expenditures.

TEXAS AVIATION
Economic Impact Study

TEXAS AVIATION
Economic Impact Study

THE TEXAS AIRPORT SYSTEM

The Texas airport system with 289 airports is one of the largest airport systems in the country. It consists of 25 commercial service airports and 264 general aviation airports. These airports play an important role in the Texas economy by providing well-paying jobs, stimulating growth, and serving as critical components in a transportation network that permits the movement of people and goods across the state, throughout the country, and around the world. These airports are responsible for billions of dollars of economic activity, and support a wide assortment of businesses and activities. The state's commercial service airports serve as hubs for United Airlines, American Airlines, Southwest Airlines, FedEx and UPS Airlines. The general aviation airports are host to a variety of businesses. Aerial applicators, such as M&M Air Service, help crops thrive. Air ambulance services, like PHI Air Medical and CareFlight, are based at general aviation airports throughout Texas in order to provide life-saving emergency flights where needed. Aircraft manufacturing takes place at Kerrville Municipal Airport in the Mooney factory. These airports support firefighting and disaster relief efforts. Aviation schools found on general aviation airports feature training for aircraft mechanics, fixed-wing pilots, helicopter pilots, skydivers, and even drone pilots. Military aircrews make use of many general aviation airports for training purposes. Finally, more than a dozen Texas general aviation airports host aviation museums and other nonprofit aerospace organizations that educate and promote the history of aviation.

Thanks to these businesses and organizations, and the millions of visitors that pass through Texas airports each year, the state's economy thrives and grows.

STUDY PROCESS

This study was undertaken by the Texas Department of Transportation's Aviation Division to improve their strategic planning and funding decisions. Knowledge of each airport's economic impacts helps the Aviation Division allocate its resources in its efforts to develop and maintain the airport system as a world-class system capable of attracting businesses and visitors to Texas. This, in turn, aids the Aviation Division in supporting infrastructure development projects intended to promote economic growth around the state.

Through an extensive data gathering effort, information from each Texas system airport was compiled and validated. This data served as the input for a linear economic input-output model that expressed each airport's economic impacts in terms of employment, payroll, and output. Each airport was analyzed for its on-airport, construction, and visitor-related impacts. Multiplier impacts were calculated to show how direct airport activity creates additional benefits. The process followed Federal Aviation Administration guidelines and has been used in previous Texas airport economic impact studies. Additionally, certain qualitative benefits were identified for the system airports.

STATEWIDE BENEFITS FROM AVIATION

The total impacts of Texas system airports amount to 778,955 jobs that received $30.1 billion in wages and benefits. These workers generated $94.3 billion in economic output. On top of this, the Texas airport system provides countless benefits that improve the health, safety, welfare, and quality of life for the people of Texas.

Furthermore, more than 17 million visitors passed through the state's commercial service airports, with another 1.5 million visitors making use of the Lone Star State's general aviation services.

TOTAL JOBS:
778,955

TOTAL PAYROLL:
$30.1 BILLION

TOTAL OUTPUT:
$94.3 BILLION

HAMILTON
EST. TEXAS 1858

Agenda Item VII.
April 15, 2020

Subject:

HEDC Marketing Committee

Background:

The Board of Directors may establish one or more special or standing committees. The HEDC Marketing Committee will be responsible for developing and managing a marketing program designed to enhance the community's position as a great place to live, work, play, and visit.

The committee will be comprised of the HEDC Executive Director, Main Street Manager, and one to two HEDC Board Members. The Marketing Committee will advise the HEDC Board on matters pertaining to a marketing plan to include the website, social media, and printed materials.

Marketing Committee meetings will be held on an as needed basis.