



AGENDA
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
TUESDAY, AUGUST 17, 2021
6:00 PM

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

PRESENTATIONS

1. Presentation of a proclamation to Dollar General in recognition of their 30 year milestone anniversary
Lorenza Zavala, Administrative Assistant
Andrea Gardner, City Manager

REPORTS FROM STAFF

1. Report on New Business Attraction provided by Retail Coach
Andrea Gardner, City Manager
2. Presentation of the WEDC Monthly Financial Report for period ending June 30, 2021
Sandra Gibson, Director of Finance
Andrea Gardner, City Manager

PUBLIC COMMENT If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the WEDC and Staff may only provide a statement of factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the WEDC as soon as practicable. Such report to the WEDC shall not constitute a meeting called by the WEDC nor shall it constitute deliberation or formal action. Individual citizens addressing the WEDC during

Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the WEDC and no formal Council action will be taken.

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the WEDC may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a WEDC member and the citizen will not count toward the time limit and WEDC Members are encouraged not to speak until the citizen has first utilized their allocated time.

ACTION ITEMS

1. Discuss and consider action on a resolution amending the Business Advertising Policy
Andrea Gardner, City Manager

2. Discuss and consider action to approve the meeting minutes of the WEDC Regular Meeting held June 20, 2021
Raquel Guajardo, Deputy City Secretary
Andrea Gardner, City Manager

3. Discuss and consider action on a resolution revising the Business Anniversary Policy
Andrea Gardner, City Manager

4. Discuss and consider action to approve a Resolution of the Watauga Economic Development Corporation amending the Business Retention Project to add funding for the installation and display of one changeable electronic message sign in the City of Watauga and authorizing the Watauga Economic Development Corporation to increase the grant to the City to expand the project
Deby Woodard, Assistant Director of Finance
Andrea Gardner, City Manager

EXECUTIVE SESSION The WEDC will recess its open meeting and reconvene in executive session to discuss the following items pursuant to the below referenced section(s) of the Texas Government Code:

1. Pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property - Corner of Lalagray Lane and Watauga Road (Block 36, Lot 3 of the Browning Heights Addition)
2. Pursuant to Texas Government Code Sections 551.071 and 551.074, to seek legal advice from the General Counsel and to deliberate upon the duties of the WEDC Executive Director
Andrea Gardner, City Manager
3. Pursuant to Texas Government Code Sections 551.071, 551.072 and 551.087, to seek legal advice from the General Counsel, to deliberate the purchase, exchange, lease or value of real property, and discuss economic incentives for the property located at 6200 Watauga Road
Andrea Gardner, City Manager

RECONVENE

ITEMS OF EXECUTIVE SESSION DELIBERATION

ADJOURNMENT

Meeting Notices and Reservation of Rights

The Watauga Economic Development Corporation Board of Directors may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the to address a subject matter on the agenda. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary

to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Andrea Gardner, City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, August 13, 2021, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.



Andrea Gardner, City Secretary





AGENDA MEMORANDUM

DATE: August 11, 2021

TO: Watauga Economic Development Corporation Directors

FROM: Lorenza Zavala, Administrative Assistant

SUBJECT: Presentation of a proclamation to Dollar General in recognition of their 30 year milestone anniversary

BACKGROUND/INFORMATION:

Recognition of 30 year milestone anniversary.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION/ACTION DESIRED:

No action required.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Andrea Gardner, City Manager
Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Approved - 8/12/2021
Final Approval - 8/12/2021



AGENDA MEMORANDUM

DATE: July 14, 2021
TO: Watauga Economic Development Corporation Directors
FROM: Andrea Gardner, City Manager
SUBJECT: Report on New Business Attraction provided by Retail Coach

BACKGROUND/INFORMATION:

Retail Coach report.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION/ACTION DESIRED:

No action is needed.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Final Approval - 8/12/2021



AGENDA MEMORANDUM

DATE: July 21, 2021
TO: Watauga Economic Development Corporation Directors
FROM: Sandra Gibson, Director of Finance
SUBJECT: Presentation of the WEDC Monthly Financial Report for period ending June 30, 2021

BACKGROUND/INFORMATION:

The monthly financial report for the period ending June 30, 2021 is attached for review.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

This item does not require a recommendation as it is a presentation/report.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. EDC Monthly Financial Report -June 2021

REVIEWED BY:

Andrea Gardner, City Manager
Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Approved - 8/12/2021
Final Approval - 8/12/2021



AGENDA MEMORANDUM

DATE: July 26, 2021

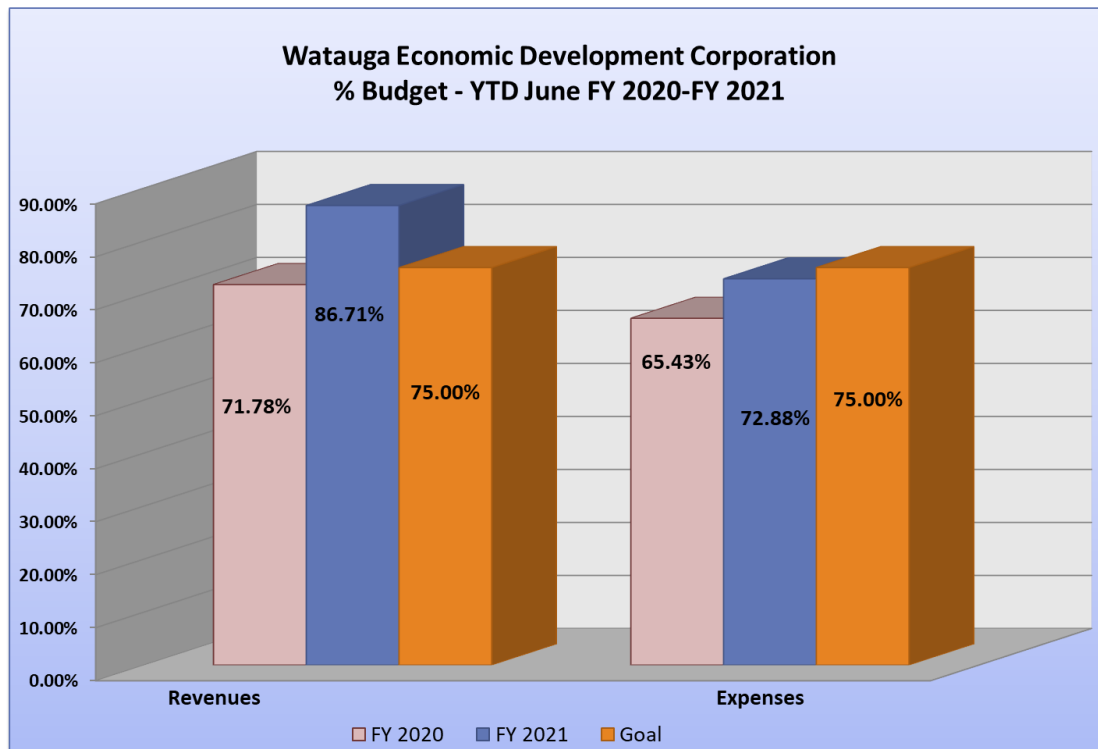
TO: Watauga Economic Development Board

FROM: Sandra Gibson, Director of Finance

SUBJECT: Financial Report for the Month of June, 2021

The attached report and below graph represent the results of transactions through June, 2021 which is the 9th month of the fiscal year and is 75% through the FY2020-FY2021 budget.

The EDC sales tax distribution for the month of June, 2021 will be received Friday, August 13th and a sales tax revenue estimate has been used for this reporting period. The May sales tax distribution was received on Friday, July 9th in the amount of \$68,505, reflecting an increase of 42% from last year's distribution. Last year's sales tax distribution was significantly down due to the restrictions in place due to COVID-19. Sales tax receipts are 17% over prior year. Total year-to-date revenues are \$646,679 which is 92% of budget collected through and total year-to-date expenditures are \$365,292 which is 73% of the budget expended for the year.





CITY OF WATAUGA
BUDGET TO ACTUAL COMPARISON
FISCAL YEAR 2021
For the period ending June 30, 2021 (3rd FY Qtr.)

WATAUGA ECONOMIC DEVELOPMENT CORP - 04

REVENUE:	CURRENT BUDGET	6/30/2021 YTD ACTUAL	% USED	% REMAINING	6/30/2020 YTD ACTUAL	\$ CHG 21 vs 20	% CHG 21 vs 20
SALES TAX	705,000	646,038	91.64%	8.36%	550,967	95,071	17.26%
INTEREST EARNINGS	5,000	642	12.83%	87.17%	4,637	(3,995)	-86.16%
INTEREST/ESCROW	-	-	-	-	-	0	-
CONTRIBUTIONS/OTHER	35,800	-	-	-	-	0	-
TOTAL REVENUE	\$745,800	\$646,679	86.71%	13.29%	\$555,604	91,076	16.39%
PERSONNEL SERVICES	-	-	0.00%	0.00%	-	-	0.00%
NON-DEPARTMENTAL	-	-	0.00%	0.00%	-	-	0.00%
SUPPLIES	1,085	914	84.24%	15.76%	324	590	182.33%
MAINTENANCE	-	-	0.00%	0.00%	-	-	0.00%
CONTRACTUAL & SUNDRY	117,875	72,416	61.43%	38.57%	77,677	(5,261)	-6.77%
TRANSFERS	379,784	291,963	76.88%	23.12%	220,752	71,211	32.26%
CAPITAL OUTLAY	2,500	-	0.00%	100.00%	-	-	0.00%
TOTAL EXPENDITURES	501,244	365,292	72.88%	27.12%	\$ 298,753	66,540	22.27%
EXCESS REVENUE OVER (UNDER) EXPENDITURES	\$244,556	\$281,387			\$256,851	\$24,536	



AGENDA MEMORANDUM

DATE: August 10, 2021
TO: Honorable City Council Members
FROM: Andrea Gardner, City Manager
SUBJECT: Discuss and consider action on a resolution amending the Business Advertising Policy

BACKGROUND/INFORMATION:

Since presenting the existing policy and testing the CEVMS signs, staff recommends the Board consider revisions to the policy that will change the method for calculating advertising charges.

FINANCIAL IMPLICATIONS:

The revenue projections are expected to remain the same due to increase in participation.

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends the WEDC Board approve Resolution Number 2021-006 revising the WEDC Advertising policy.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Resolution WEDC Advertising Policy Rev
2. A.1. WEDC Advertising Policy

REVIEWED BY:

Caroline Kelley, Attorney
Andrea Gardner, City Manager
Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Approved - 8/13/2021
Approved - 8/13/2021
Final Approval - 8/13/2021

WATAUGA ECONOMIC DEVELOPMENT CORPORATION
RESOLUTION NO. 2021-06

A RESOLUTION OF THE WATAUGA ECONOMIC
DEVELOPMENT CORPORATION BOARD OF DIRECTORS
AMENDING THE WATAUGA ECONOMIC DEVELOPMENT
CORPORATION ADVERTISING POLICY; PROVIDING FOR
REPEAL; PROVIDING FOR SEVERABILITY; AND
PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Watauga Economic Development Corporation (“WEDC”) is a Type B sales tax corporation and is authorized to expend funds that are found by the WEDC Board of Directors (“WEDC Board”) to be required or suitable for business retention projects and to promote or develop new or expanded business enterprises; and

WHEREAS, the WEDC Board previously approved business retention projects to promote local businesses and authorize the construction of branding signs and implementation of a digital media sign program, and in accordance with Section 505.159 of the Texas Local Government Code, conducted the required public hearing for citizen input regarding same; and

WHEREAS, the WEDC Board approved the Advertising Policy on April 20, 2021, to provide protocols and procedures for the implementation of the digital media sign program; and

WHEREAS, the Executive Director has recommended changes to the Advertising Policy;
and

WHEREAS, the WEDC Board is of the opinion that the Advertising Policy should be amended.

NOW, THEREFORE, BE IT RESOLVED by the Watauga Economic Development Corporation Board of Directors that:

I.

The statements set forth in the recitals of this resolution are true and correct and are hereby incorporated as a part of this resolution.

II.

The Watauga Economic Development Corporation Advertising Policy is approved in the same, or substantially similar form, as shown in **Exhibit “A”**, which is attached hereto and incorporated herein for all purposes.

III.

This resolution shall be and is hereby cumulative of all other resolutions of the WEDC, and this resolution shall not operate to repeal or affect any such other resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this resolution, in which event such conflicting provisions, if any, in such other resolution or resolutions are hereby repealed.

IV.

If any section, subsection, sentence, clause, or phrase of this resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this resolution.

V.

This resolution shall become effective and be in full force and effect from and after the date of passage and adoption by the Board of Directors of the WEDC, and upon all subsequent approvals thereof as prescribed by law.

PASSED AND ADOPTED by the Watauga Economic Development Corporation on this 17th day of August 2021.

APPROVED

ARTHUR L. MINER, PRESIDENT

ATTEST:

JAN HILL, SECRETARY

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, BOARD ATTORNEY
Russell Rodriguez Hyde Bullock, LLP

EXHIBIT “A”
ADVERTISING POLICY

Watauga Economic Development Corporation Advertising Policy

I. Operation.

The Watauga Economic Development Corporation (WEDC) operates several digital media signs located throughout the City.

II. Purpose.

The purpose of this policy is to set forth requirements for the advertising space on each of the digital media signs operated by the WEDC. The WEDC is dedicated to providing marketing and sales support that encourages business retention and expansion efforts.

III. Objectives.

- a. To showcase local business products, services, promotions, delivery, etc.
- b. To increase the visibility of our local brands in a more impactful way that helps reconnect businesses with the community.
- c. To assist local business advertising to connect with the target audience in a manner that drives the desired response.
- d. To provide information to the citizens and visitors of Watauga concerning the products, services, promotions, delivery, etc. offered by local businesses.
- e. To assist and encourage residents' participation in City programs and services.
- f. To provide notice of local government meetings to the maximum extent possible.
- g. To foster communication between the local government, citizens and business community.
- h. To provide information on public health, safety, and welfare issues.

IV. Marketing Materials.

Types of Marketing Materials:

- a. Brand Marketing - Announcements displayed in typewritten or graphic form with basic information for the business to include name, location, contact information and business hours.
- b. Promotional Advertising - The marketing of an event as it is happening, such as sales promotion or special marketing campaign directly related to the local business operation.
- c. Government Advertising – Advertisement by the City of Watauga or other local governments as provided herein that directly relates to City or other local government business matters to include

meetings, events and health and safety announcements and notices.

1. Public Service Announcements - short marketing advertisements, announcing events or issues of importance to the residents of Watauga.
2. Informational Programming – Marketing materials created for a variety of topics for informational purposes.

V. Community Announcements and Notices.

- a. Subject to space availability, the publication of announcements or notices on the WEDC's digital media signs is available free of charge to the City of Watauga, Tarrant County, the Keller Independent School District, the Birdville Independent School District and the Northeast Tarrant County Chamber of Commerce, subject to availability. Subject to space availability, events or activities that are sponsored by the City through direct or indirect contribution of public resources or by expressed support in the form of a City resolution may be posted on the digital media signs. Such City-sponsored events or programs must be supported by the WEDC and be located in the City limits of Watauga.
- b. Subject to space availability, non-profit 501(c)3 organizations that provide public health, safety and welfare services to the general public may post event information on the digital media signs, if advertising space is available. Subject to WEDC approval, the publication of event information on the WEDC's digital media signs is available free of charge to such organizations.
- c. Events publicized on the digital media signs must be local and must benefit Watauga residents.
- d. Community announcements and notices must be submitted four weeks prior to being displayed. Expiration of the advertisement will be the date of the event. Arrangements for publishing information on the digital media signs are at the discretion of the WEDC.
- e. All announcements submitted are limited to 40 words to ensure readability and should contain the following types of information:
 - i. Educational
 - ii. Public Announcements
 - iii. Business Promotion/Advertising
 - iv. Events
- f. Marketing materials may be edited for clarity and appropriateness. The content shall not violate nor infringe upon the rights of any person, firm or corporation.
- g. The WEDC retains the sole right to determine whether marketing materials are appropriate for publication on the WEDC's digital

media signs. The WEDC shall, at its sole discretion, have the right to refuse to air any marketing material.

- h. The posting of marketing material on the WEDC's digital media signs does not imply endorsement or sponsorship by the City of Watauga or the WEDC.

VI. Advertising Policy.

The WEDC controls the advertising space on the digital media signs and has complete editorial authority. Nothing contained herein is intended, nor shall be construed, to create a public forum or limited public forum under the United States Constitution or the Texas Constitution. The WEDC Executive Director is responsible for coordinating the operation of the advertising space on the digital media signs and enforcing the established policies.

VII. Marketing Material Content.

All advertisements and marketing information shall adhere to the following guidelines as set forth in this policy. The WEDC shall in its sole discretion determine whether advertising and marketing material meets the guidelines for posting on the WEDC's digital media. The WEDC shall, in its sole discretion, have the right to refuse to post any advertisement or marketing information.

- a. All programming broadcast on the WEDC's digital media signs must not contain:
 - 1. material that is obscene, libelous, slanderous, or knowingly violates any federal, state, or local laws;
 - 2. material that constitutes or references lottery, gambling, or parimutuel schemes;
 - 3. material designed to promote and/or endorse individuals seeking public office;
 - 4. material that requires copyright or trademark authorization unless written authorization for the use of such materials is secured;
 - 5. material promoting a specific religious or political viewpoint.
- b. All programming scheduled on the WEDC's digital media signs will comply with federal, state, and local laws, rules, and regulations, including decisions and orders of the FCC and the operating rules of Charter Communications governing the operation of the leased access channel on the system.
- c. All programming will be of a commercially acceptable technical quality and shall be compatible with the equipment used by the City and WEDC.

- d. All programming to be broadcasted on the digital media signs must be submitted by 3:00 p.m. on the 14th day prior to the requested broadcast.
- e. All programming broadcasted on the WEDC's digital media signs are subject to the availability of City Staff, equipment, and available space.

VIII. Advertising Pricing

Number of Views per Hour	1 Week	2 Weeks	3 Weeks
10	\$434	\$782	\$1,042
20	\$743	\$1,338	\$1,665
30	\$1,238	\$2,228	\$2,773

- a. The message rate shall be in accordance with City of Watauga Code of Ordinance Section 111-85(i)(1(a)(1).
 - i. Each view will be twelve (12) seconds in length.
- b. The start of the advertising week begins on Friday and ends on Thursday.
- c. Should all available space be purchased, a first come first serve waiting list will be established.
- d. Ten (10) business day advanced payment is required.

IX. Pricing Discounts

Discounts will be offered periodically to local Watauga businesses as approved by the WEDC Board.

X. Complaints concerning programming.

- a. Complaints may be submitted in writing to the WEDC through the WEDC Executive Director concerning programming, addressed as follows:

Executive Director
Watauga Economic Development Corporation
7105 Whitley Rd.
Watauga, TX 76148

The written complaint shall state the date and time the advertisement was shown, the name of the advertisement, if known, and the specific complaint. The Executive Director or his/her designee, shall, as soon as practicable, advise the viewer in

writing of the disposition of the complaint. If the viewer is not satisfied with the disposition of the complaint, the viewer shall have the right to request a review of the matter by the WEDC Board and may submit a written complaint to the Board at the following address:

WEDC Board
Watauga Economic Development Corporation
7105 Whitley Rd.
Watauga, TX 76148

The written request for review shall state why the viewer is dissatisfied with the disposition of the complaint and the action(s) the viewer wants the Board to take. The request for review can also be made in person during the Public Comment section at any scheduled meeting of the Board. The Board shall review the complaint and consider if a future agenda item is warranted in order to provide a response.

The right to seek review as set forth in this policy shall be the viewer's exclusive remedy.

While the complaint and/or review process is pending, the WEDC shall have the right to continue or discontinue the publication of the advertisement(s) which is the subject of the viewer's complaint.

The WEDC shall have no obligation to publish any such advertisement or notice on the WEDC's digital media signs. The WEDC shall not provide any warranty or guarantee of workmanship on any product. The City or WEDC shall not be responsible or liable for the content of any programming of a third party.

When, in its sole discretion, the WEDC determines that an advertisement or notice requires a disclaimer, the disclaimer shall read as follows: *The views expressed in the following advertisement or notice are not necessarily those of the Watauga Economic Development Corporation or the City of Watauga.*



AGENDA MEMORANDUM

DATE: August 11, 2021
TO: Watauga Economic Development Corporation Directors
FROM: Raquel Guajardo, Deputy City Secretary
SUBJECT: Discuss and consider action to approve the meeting minutes of the WEDC Regular Meeting held June 20, 2021

BACKGROUND/INFORMATION:

Meeting minutes are attached for consideration.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends approval of meeting minutes as presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. WEDC 7.20.2021 Draft Minutes

REVIEWED BY:

Andrea Gardner, City Manager

Final Approval - 8/13/2021

Approved as to form for inclusion on Agenda

MINUTES
WATAUGA ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
TUESDAY, JULY 20, 2021
6:00 PM

CALL TO ORDER

President Miner called the meeting to order at 6:06 p.m.

ROLL CALL

Place 1, Arthur L. Miner, President
Place 2, Vacant
Place 3, Jan Hill, Secretary
Place 4, Malissa Minucci, Director (Absent)
Place 5, Mike Alexander, Director
Place 6, Vacant
Place 7, Lissa Sieja, Vice-President

ANNOUNCEMENTS

Director Hill announced Coco Shrimp food truck opened this past weekend and encouraged people to visit.

President Miner stated there are two vacancies on the WEDC board and encouraged those interested to apply.

PRESENTATIONS

1. Presentation of a proclamation to Tony's Wash & Lube - 25 year milestone anniversary

President Miner presented the proclamation in recognition of their milestone anniversary.

2. Presentation of a proclamation to Jenny Craig Weight Loss Center - 20 year milestone anniversary

President Miner presented the proclamation in recognition of their milestone anniversary.

3. Presentation and direction to the Executive Director on rewards program (Open Rewards) through Blutot

Ms. Gardner presented the item to the Board.

Vice-President Sieja commented that it could be distracting to the businesses. Director Alexander inquired regarding the funds process in which Ms. Gardner responded that she could reach out to the businesses gage interest. The consensus of the board was that Ms. Gardner reach out to the businesses and report back.

REPORTS FROM STAFF

Ms. Gibson stated the Financial Report will be presented next month.

PUBLIC COMMENT

Requests for public comment were not received.

PUBLIC TESTIMONY FOR ACTION ITEMS

Requests for public testimony were not received.

PUBLIC HEARINGS / ACTION

ACTION ITEMS

- 1. Discuss and provide a recommendation to the Planning & Zoning Commission and City Council to consider a change to development standard for RTMU (Retail Mixed-Use), removing the prohibition of drive-thru operations within the RTMU (Retail Mixed-Use) zoning designation based on the impacts felt during COVID-19**

The consensus of the board was in support of drive-thru operations. Secretary Hill commented that she still wants protection for cyclists and pedestrians. President Miner stated some businesses are still relying only on drive-thru business to keep functioning.

- 2. Discuss and consider action to authorize a period of no-cost participation in the WEDC's Advertising Program offered to local businesses during a specified period when recognizing or declaring the importance of a community event, significant achievements by a Watauga business, or to increase public awareness of a worthy cause (i.e.. Dental Hygiene Month)**

President Miner presented an overview of the item.

Secretary Hill made a motion to accept the item as presented. Motion seconded by Director Alexander. President Miner called for discussion and hearing none, called for the Board to vote by a show of right hand. Motion carried 3-0-0-1.

Ayes: Hill, Alexander, Sieja

Nays: None

Abstain: None

Absent: Minucci

3. Discuss and consider adopting a resolution of the Watauga Economic Development Corporation establishing and approving the Corporation's Fiscal Year Budget for FY2021-2022; providing for all anticipated expenditures; directing the Executive Director to submit it to the City Secretary's Office for City Council consideration to approve the budget and related operational expenditures; and providing an effective date.

Ms. Gibson provided an overview of the item.

Secretary Hill made a motion to adopt the resolution as presented. Motion seconded by Vice-President Sieja. President Miner called for discussion and hearing none, called for the Board to vote by a show of right hand. Motion carried 3-0-0-1.

Ayes: Hill, Alexander, Sieja
Nays: None
Abstain: None
Absent: Minucci

4. Consider action on a Staffing and Reimbursement Agreement between the Watauga Economic Development Corporation and the City of Watauga for personnel and services

Ms. Gibson provided an overview of the item and discussed executive changes forthcoming. President Miner stated the Media Specialist is working out very well.

Secretary Hill made a motion to approve the item as presented. Motion seconded by Vice-President Sieja. President Miner called for discussion and hearing none, called for the Board to vote by a show of right hand. Motion carried 3-0-0-1.

Ayes: Hill, Alexander, Sieja
Nays: None
Abstain: None
Absent: Minucci

5. Discuss and consider action to approve a resolution adopting the Watauga Economic Development Corporation Strategic Plan for FY 2021-2026

Ms. Gibson provided an overview of the item.

Secretary Hill made a motion to adopt the resolution WEDC Strategic Plan for FY 2021-2026. Motion seconded by Director Alexander. President Miner called for discussion and hearing none, called for the Board to vote by a show of right hand. Motion carried 3-0-0-1.

Ayes: Hill, Alexander, Sieja
Nays: None
Abstain: None

Absent: Minucci

6. Discuss and consider action to approve the meeting minutes of the WEDC Regular Meeting held June 15, 2021 and Juneteenth Proclamation event held June 18, 2021

Secretary Hill made a motion to accept the items as presented. Motion seconded by Director Alexander. President Miner called for discussion and hearing none, called for the Board to vote by a show of right hand. Motion carried 3-0-0-1.

Ayes: Hill, Alexander, Sieja

Nays: None

Abstain: None

Absent: Minucci

7. Discuss and consider action to authorize the Finance Department to conduct a request for proposals, or alternative procurement method considered appropriate for legal services

President Miner presented an overview of the item. Vice-President inquired about what would happen if there was a conflict with the city lawyer and WEDC. President Miner addressed the question.

Director Alexander made a motion to accept the item as presented. Motion seconded by Vice-President Sieja. President Miner called for discussion and hearing none, called for the Board to vote by a show of right hand. Motion carried 3-0-0-1.

Ayes: Hill, Alexander, Sieja

Nays: None

Abstain: None

Absent: Minucci

EXECUTIVE SESSION

President Miner adjourned the regular meeting at 7:04 p.m., to enter executive session to discuss the following item:

1. Pursuant to Texas Government Code 551.072, the Watauga Economic Development Corporation Board will meet in closed session to discuss real property negotiations - Corner of Lalagray Lane and Watauga Road (Block 36, Lot 3 of the Browning Heights Addition)

RECONVENE

President Miner reconvened the regular meeting at 7:30 p.m.

ITEMS OF EXECUTIVE SESSION DELIBERATION:

- 1. Pursuant to Texas Government Code 551.072, the Watauga Economic Development Corporation Board will meet in closed session to discuss real property negotiations - Corner of Lalagray Lane and Watauga Road (Block 36, Lot 3 of the Browning Heights Addition)**

President Miner announced that no action was taken.

ADJOURNMENT

President Miner adjourned the meeting at 7:30 p.m.

APPROVED: _____ this _____ day of _____, 2021

SIGNED: _____ this day of _____, 2021

APPROVED:

Arthur L. Miner, President

ATTEST:

Jan Hill, Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office



AGENDA MEMORANDUM

DATE: August 11, 2021

TO: Watauga Economic Development Corporation Directors

FROM: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action on a resolution revising the Business Anniversary Policy

BACKGROUND/INFORMATION:

Prior to the transition from the Park Development Corporation to the Watauga Economic Development Corporation, a Business Anniversary Recognition Program was developed by City Administration to ensure the local businesses were recognized for serving the Watauga community.

In June 23, 2020, City staff presented an operating procedure utilized to provide recognition to local businesses celebrating an anniversary. The Board reviewed the procedure and didn't request changes. Staff has been utilizing the procedures since July 2020 and discovered the need to suggest changes to provide greater differentiation between the anniversary levels. Thus, the attached policy was created for Board review and consideration.

Since the policy was approved in January 2021, a few situations have occurred that presented the need to revise the attached policy to include language that addresses how to calculate the tenure of a business and when the tenure of a business should reset.

FINANCIAL IMPLICATIONS:

Funds for the Business Anniversary Policy are included in the FY 2021 WEDC Adopted Budget as a business retention expense.

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends the WEDC Board review and approve Resolution Number 2021-007 revising the Business Anniversary Policy.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Resolution WEDC Business Anniversary Policy
2. DRAFT Business Anniversary Policy August 2021

REVIEWED BY:

Caroline Kelley, Attorney

Approved - 8/13/2021



AGENDA MEMORANDUM

Andrea Gardner, City Manager
Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Approved - 8/13/2021
Final Approval - 8/13/2021

WATAUGA ECONOMIC DEVELOPMENT CORPORATION
RESOLUTION NO. 2021-07

A RESOLUTION OF THE WATAUGA ECONOMIC
DEVELOPMENT CORPORATION BOARD OF DIRECTORS
APPROVING A BUSINESS ANNIVERSARY POLICY;
PROVIDING FOR REPEAL; PROVIDING FOR
SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Watauga Economic Development Corporation (“WEDC”) is a Type B sales tax corporation and is authorized to expend funds that are found by the WEDC Board of Directors (“WEDC Board”) to be required or suitable for business retention projects; and

WHEREAS, the WEDC Board previously approved a business retention project to promote local businesses and to authorize the establishment of a Business Anniversary Recognition Program and complied with all laws regarding the establishment of same; and

WHEREAS, the WEDC Board approved the Business Anniversary Policy on January 19, 2021, to provide protocols for the implementation of the Business Anniversary Recognition Program; and

WHEREAS, the Executive Director has recommended changes to the policy; and

WHEREAS, the WEDC Board is of the opinion that Business Anniversary Policy should be amended.

NOW, THEREFORE, BE IT RESOLVED by the Watauga Economic Development Corporation Board of Directors that:

I.

The statements set forth in the recitals of this resolution are true and correct and are hereby incorporated as a part of this resolution.

II.

The Watauga Economic Development Corporation Business Anniversary Policy is approved in the same, or substantially similar form, as shown in **Exhibit “A”**, which is attached hereto and incorporated herein for all purposes.

III.

This resolution shall be and is hereby cumulative of all other resolutions of the WEDC, and this resolution shall not operate to repeal or affect any such other resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this resolution, in which event such conflicting provisions, if any, in such other resolution or resolutions are hereby repealed.

IV.

If any section, subsection, sentence, clause, or phrase of this resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this resolution.

V.

This resolution shall become effective and be in full force and effect from and after the date of passage and adoption by the Board of Directors of the WEDC, and upon all subsequent approvals thereof as prescribed by law.

PASSED AND ADOPTED by the Watauga Economic Development Corporation on this 17th day of August 2021.

APPROVED

ARTHUR L. MINER, PRESIDENT

ATTEST:

JAN HILL, SECRETARY

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, BOARD ATTORNEY
Russell Rodriguez Hyde Bullock, LLP

EXHIBIT “A”

BUSINESS ANNIVERSARY POLICY



Business Anniversary Recognition Policy

Policy purpose

The Watauga Economic Development Corporation (WEDC) and the City of Watauga appreciate the value local businesses provide to our community. To extend appreciation for the many contributions our local businesses provide, the WEDC Board desires to recognize local business on a monthly basis during the month the business opened in Watauga.

This policy sets forth the parameters for recognition of local businesses in the City of Watauga for reaching milestone anniversaries in increments of 5 years and establishes standards for determining the number of years a business achieves.

Procedures

All businesses celebrating an anniversary will receive a congratulatory letter or personal note from the WEDC President or Executive Director.

The Watauga businesses have been identified by tiers based on tenure as a Watauga business.

Each business will be presented with the recognition based on the tier reached.

The tiers are as follows:

Tier 1 - *Five (5) Year Anniversary*

Tier 2 - *Ten (10) Year Anniversary*

Tier 3 - *Fifteen (15) Year Anniversary*

Tier 4 - *Twenty (20) Plus Year Anniversary*

Recognition Tiers:

Tier 1 - Businesses in this tier are to be presented a congratulatory letter or personal note from the WEDC President or Executive Director, a recognition post on the Shop Watauga Facebook page, mentioned in the City's Monthly Newsletter, included on the City's digital media screen located in the City Hall Lobby, and a Congratulations Certificate from the President or Executive Director of the WEDC and delivered by a staff member assigned to perform economic development duties or as designated by the City Manager.

Tier 2 – All of the recognition listed for Tier 1 plus these businesses will be presented with an award to be delivered by a staff member assigned to perform economic development duties or as designated by the City Manager.

Tier 3 – All of the recognition listed for Tiers 1 and 2 plus these businesses will be presented with a Proclamation from the City of Watauga to be presented at a City Council Meeting, a WEDC Board Meeting or at the business location.

Tier 4 – All of the recognition listed for Tiers 1-3 plus these businesses are to be presented with a wall plaque from the WEDC during a business anniversary celebration visit.

Celebration Visits

Tier 1-4 businesses will be offered the opportunity to participate in the production of a Business Spotlight video. The videos are designed to introduce the business, business owners or managers to the community and promote the operations of the business. The videos are required to be scheduled through the WEDC Executive Director to ensure proper equipment and staff have been reserved. The videos will be placed on the WEDC's website, Shop Watauga Facebook page and the City's YouTube Channel.

Tenure Determination Criteria

Each business receives credit for each 12 months (1 year) of existence as a Watauga business.

A change in ownership does not reset the tenure of the business.

A change in location or a change in both ownership and location does not reset the tenure of the business, provided the business is located within the corporate boundaries of the City of Watauga both before and after the change in location.

A change in both ownership and business name will require the reset of the tenure calculated for that business.

A change in location, ownership and business name will require the reset of the tenure calculated for that business.



AGENDA MEMORANDUM

DATE: August 13, 2021

TO: Watauga Economic Development Corporation Directors

FROM: Deby Woodard, Assistant Director of Finance

SUBJECT: Discuss and consider action to approve a Resolution of the Watauga Economic Development Corporation amending the Business Retention Project to add funding for the installation and display of one changeable electronic message sign in the City of Watauga and authorizing the Watauga Economic Development Corporation to increase the grant to the City to expand the project

BACKGROUND/INFORMATION:

Council authorized the purchase and installation of electronic LED monument signs with the issuance of the 2018 bonds and the WEDC agreed to take over the project with the approval of the grant agreement. On July 16, 2019, the WEDC Board held a public hearing and approved a grant agreement for the business retention project. The Council approved the project and grant agreement after two required readings on August 12, 2019. The WEDC desires to expand the funding for the project to add one changeable electronic variable message sign. Upon completion of the installation of this sign, the WEDC will, by this resolution, dedicate all the WED Funded signs upon completion of the project to the City of Watauga, subject to City Council acceptance, but retain the rights to operate and use the signs for public benefit and business retention purposes.

Should the Board approve the amendment, the City Council will consider action during the August 23, 2021 Council Meeting to extend the agreement, and upon completion, further City Council action to accept the dedication.

FINANCIAL IMPLICATIONS:

Funds are budgeted and available.

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends the WEDC Board approve the amendment of the August 12, 2019 Grant Agreement between the City of Watauga and the WEDC.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. WEDC Digital Signs Project Expansion Resolution
2. Exhibit A - Entech Signs Quote



AGENDA MEMORANDUM

3. Branding Signs Debt Service Schedule
4. 2019.07.12 Branding Signs Grant Agreement Approved by WEDC July 2019
5. Resolution 2019-006 Approval of COW & WEDC Grant Agreement

REVIEWED BY:

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Raquel Guajardo, Deputy City Secretary

Approved as to form for inclusion on Agenda

Approved - 8/13/2021

Approved - 8/13/2021

Final Approval - 8/13/2021

WATAUGA ECONOMIC DEVELOPMENT CORPORATION
RESOLUTION NO. _____

A RESOLUTION OF THE WATAUGA ECONOMIC DEVELOPMENT CORPORATION AMENDING THE BUSINESS RETENTION PROJECT TO ADD FUNDING FOR THE INSTALLATION AND DISPLAY OF ONE CHANGEABLE ELECTRONIC VARIABLE MESSAGE SIGN IN THE CITY OF WATAUGA AS ADDITIONAL SIGNAGE AND AUTHORIZING THE PRESIDENT OF THE WATAUGA ECONOMIC DEVELOPMENT CORPORATION TO INCREASE THE GRANT TO THE CITY TO COMPLETE THE EXPANSION OF THE PROJECT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Watauga Economic Development Corporation (the “WEDC”) is a Type B economic development corporation organized pursuant to Chapters 501, 502 and 505 of the Texas Local Government Code; and

WHEREAS, Section 505.155 of the Texas Local Government Code defines an authorized “project” for a Type B economic development corporation to include . . . “improvements found by the board of directors to promote or develop new or expanded business enterprises that create or retain primary jobs, including: (1) a project to provide . . . general municipally owned improvements . . . ; and (2) any other project that the board of directors in the board's discretion determines promotes or develops new or expanded business enterprises that create or retain primary jobs”; and

WHEREAS, the WEDC Board of Directors (“WEDC Board”) finds that the installation and display of digital poster signage in the City is an authorized project as provided by Texas Local Government Code, Section 505.155; and

WHEREAS, the WEDC received a quote from Entech Signs attached as **Exhibit A**; and

WHEREAS, the WEDC Board finds a changeable electronic variable message sign will facilitate business recruitment, retention, and expansion efforts for the future benefit of the City of Watauga; and

WHEREAS, the WEDC Board finds a need for an additional sign and finds it necessary to increase the grant funds provided to the city for the purchase of an additional sign.

WHEREAS, the WEDC Board further finds that the changeable electronic variable message sign will advertise and publicize the city and its businesses for the purpose of developing new and expanded business enterprises and promote and develop new and expanding business enterprises in the City of Watauga, and improve the community; and

WHEREAS, the action authorized by this resolution is in furtherance of the public interest, for the good of the community, and is necessary and proper for carrying out the authority granted by law to the WEDC.

WHEREAS, the WEDC Board finds that upon completion of the additional sign, all signs will be dedicated to the city; however, the WEDC will retain all operation and use rights to the signs.

NOW, THEREFORE, BE IT RESOLVED by the Watauga Economic Development Corporation Board of Directors that:

I.

The statements set forth in the recitals of this resolution are true and correct and are hereby incorporated as a part of this resolution.

II.

The WEDC is hereby in all things approved and authorized to increase the grant funding made to the City for this project to pay for the amount to complete an additional sign, as provided by the quote set forth in **Exhibit “A”**, pertaining to the installation and display of a changeable electronic variable message sign in the City of Watauga.

III.

This resolution shall be and is hereby cumulative of all other resolutions of the WEDC and this resolution shall not operate to repeal or affect any such other resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this resolution, in which event such conflicting provisions, if any, in such other resolution or resolutions are hereby repealed.

The V.

If any section, subsection, sentence, clause or phrase of this resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this resolution.

VI.

This resolution shall become effective and be in full force and effect from and after the date of passage and adoption by the Board of Directors of the WEDC, and upon approval thereof as prescribed by law.

PASSED AND ADOPTED by the Watauga Economic Development Corporation on this
17th day of August 2021.

APPROVED:

ARTHUR L. MINER, PRESIDENT

ATTEST:

JAN HILL, SECRETARY

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, BOARD ATTORNEY
Russell Rodriguez Hyde Bullock, LLP



Entech Signs / Alpha-LED
Phone: (972) 641-0390
Fax: (972) 606-0072
www.entshns.com

Commercial Quote (Page 1 of 4)

Project Name: Watauga CC
Quote No: 6-27-WCC-10mm120x240
Sales Rep: Jay Crumley

Created: 6/27/2019 Revised:
Valid: 60 Days
Payment Terms: TXSmartBuy

Contact Info

Clint Harmon
CHarmon@wataugax.org
(817) 514- 5844

Bill To

City of Watauga
7105 Whitley Rd
Watauga, TX 76148

Ship To

QTY	Product	Price	Net Price
	7 Year Parts Warranty and 7 Year Doorstep Hardware Replacement Labor Warranty All Flex-7 LED Display models include our industry leading 7 Year Parts Limited Warranty and 7 Year Doorstep Hardware Replacement Warranty. If a component fails on your display, both the parts and labor cost to replace the hardware will be covered. Our doorstep hardware replacement labor warranty is insured through a third party guarantor and is covered regardless of manufacturer's status. SM Infinity Cloud Based Software SM Infinity software provides display owners with the freedom to completely control your LED display from anywhere, at anytime, with the PC at your the office, their Mac at your home or your iPad on the go. Instead of software being loaded on your PC, cloud-based software resides on the internet. Simply and securely login at www.sminfinity.com with your email address and password to start controlling your display and using the amazing features available. 7 Years of Free Message Creation Services Every SM Infinity account has access to our team of professional designers. In four simple steps, users can request professional grade images and animations for their LED display. Our team of professional designers will take the their ideas, photos, logos and other requests to create eye-catching images or animations specifically for their LED display. The new images or animations will be ready for review and approval within 1 to 2 business days and retained in your Spectacular Library for use at anytime. Automated Amber Alerts Display owners can increase their communities awareness and help the local municipalities by electing to use the built-in IPAWS (Integrated Public Alert Warning System) feature of SM Infinity. Once enabled, the LED display will automatically include severe weather alerts, law enforcement messages, amber alerts, and Federal alerts when posted by FEMA for your area. Multiple Permission Based Users Display owners can delegate control of the LED Display by adding multiple users to your account. With multiple permission levels, each user can be assigned the level of control that the owner is comfortable with and those users can use the SM Infinity software either on-site or off-site with their own secure login. Lifetime 1-800 Technical Support Financing Options Available		
Note: Custom made signs are non-cancellable and non-returnable. Permits to be billed at cost at the time of final billing.		Included	
		Subtotal	
		\$ 97,974.68	
		Tax	
		0.00%	
		\$ 0.00	
		Total	
		\$ 97,974.68	



Acceptance

Entech Signs
Signed: _____ Date: _____

Buyer
Signed: _____ Date: _____



Entech Signs / Alpha-LED
Phone: (972) 641-0390
Fax: (972) 606-0072
www.entsigns.com

Commercial Quote (Page 2 of 4)

Project Name: Watauga CC
Quote No: 6-27-WCC-10mm120x240
Sales Rep: Jay Crumley

Created: 6/27/2019 Revised:
Valid: 60 Days
Payment Terms: TXSmartBuy

Contact Info

Clint Harmon
CHarmon@wataugatz.org
(817) 514- 5844

Bill To

City of Watauga
7105 Whitley Rd
Watauga, TX 76148

Ship To

QTY	Product	Price	Net Price
2	FLEX-7: 10MM RGB 120x240 SF	\$ 37,474.95	\$ 74,949.90
1	Display Signs Entech w/ Monument	\$ 35,268.12	\$ 35,268.12
1	Existing Customer and Design Discount	-\$ 12,243.34	-\$ 12,243.34
	FLEX V-Series: 12mm RGB 100x200 Double Face Full Color Outdoor Display		
	Display Specifications		
	Physical Pitch..... 12mm Physical Matrix..... 120x240		
	LEDs Per Pixel..... R1G1B1		
	Cabinet Dimensions..... 3 ft. 11 1/4 in. x 7 ft. 10 1/2 in.		
	Active Display Area..... 3 ft. 11 1/4 in. x 7 ft. 10 1/2 in.		
	Est. Weight per Face..... 356.5 lbs. Square Feet per Face..... 31		
	Service Access..... Front Service, Rear Service Available on Request		
	Display Capabilities		
	Color Capability..... 281 Trillion Colors Viewing Angle..... 160 Degrees Horizontal		
	Brightness..... >= 10,000 NITS		
	Electrical Specifications		
	Max. Load 120..... 7.9 Amps per Face Typical Load 120..... 2.4 Amps per Face		
	Max. Load 240..... 4 Amps per Face Typical Load 240..... 1.2 Amps per Face		
	Default Input Voltage..... 120V AC Single Phase Input Power Only		
	Warranty Coverages		
	Parts Warranty Period..... 7 Years On-Site Service Period..... 7 Years		
	Initial T/S call to determine if issue requires on-site support to take place on all incidents to assure it isn't power related, defaulted IP address, or anything else that can be resolved remotely.		
	Lifetime AT&T Data Plan		
	Lifetime Data Plan on AT&T Carrier Network.		
	Plan includes 1 GB of data transfer per month.		
	Data plan must be combined with a cellular modem device from Vantage LED.		
	Entech to supply electrical connection.		
	Lifetime 1-800 Technical Support		
	Financing Options Available		
	Note: Custom made signs are non-cancellable and non-returnable. Permits to be billed at cost at the time of final billing.	Included	
		Subtotal	\$ 97,974.68
		Tax	0.00%
			\$ 0.00
		Total	\$ 97,974.68



Acceptance

Entech Signs
Signed: _____ Date: _____

Buyer
Signed: _____ Date: _____

Commercial Quote (Page 3 of 4)

Project Name: Watauga CC
Quote No: 6-27-WCC-10mm120x240
Sales Rep: Jay Crumley

Created: 6/27/2019 **Revised:**
Valid: 60 Days
Payment Terms: TXSmartBuy

Contact Info
Clint Harmon CHarmon@wataugax.org (817) 514- 5844

Bill To
City of Watauga 7105 Whitley Rd Watauga, TX 76148

Ship To

QTY	Product	Price	Net Price
	Product: Stone Monuments Description: Manufacture and install of Masonry Structure with foundation and pier holes • 1 Ea., monument Product: Pylons Description: Pylons • 16 ft Length of Iron Pipe, Sch 40, 6 in. for 16 ft stage • FOUNDATION • 36 in diameter x 48 in deep drilled excavation • Normal soil to 48 in • 2 Cu. Yds., Product: Channel Letters and Logos Description: Manufacture (1) set(s) of channel letters as per approved drawing. • 2 Sets of Reverse Lit Reading W --- With LED Lighting • Letter Size 1: 24 in Letters: W • 1 Letters Serif (Custom) Typestyle • Aluminum Sheet Face , Made From Aluminum - .125 Mill Finish 48 x 120 • Polycarbonate Backing , Made From .177 Polycarb Product: Flat Cut Letters and Logos Description: Manufacture (1) set(s) of flat cut letters as per approved drawing. • 2 Sets of Logos as per approved drawing, 26 in. • 1 Letters Block (Custom) Typestyle. "W" • 2 Sets of Logos as per approved drawing, 9 in. • 6 Letters Block (Custom) Typestyle. "ATAUGA" • 2 Sets of Logos as per approved drawing, 4 in. • 19 Letters Block (Custom) Typestyle. "ECONOMIC DEVELOPMENT" • 2 Sets of Logos as per approved drawing, 3 in. • 11 Letters Block (Custom) Typestyle. "CORPORATION" • Aluminum Sheet Face, Made From Aluminum - .250 Mill Finish 48x120, painted to match provided logo Includes permitting, electrical, all software and training. Lifetime 1-800 Technical Support Financing Options Available		
		Included	
		Subtotal	
		\$ 97,974.68	
		Tax	
		0.00%	
		\$ 0.00	
		Total	
		\$ 97,974.68	

Note: Custom made signs are non-cancellable and non-returnable. Permits to be billed at cost at the time of final billing.



Acceptance

Entech Signs
Signed: _____ Date: _____

Buyer
Signed: _____ Date: _____



Entech Signs / Alpha-LED
Phone: (972) 641-0390
Fax: (972) 606-0072
www.entsigns.com

Terms and Conditions / Warranty

Terms

- This is a non-cancelable contract and cannot be terminated or cancelled except as expressly provided herein
- All measurements listed are approximate.
- Payment is due in full prior to shipment unless otherwise specified in quote.
- Entech Signs reserves the right to fulfill the order with items equivalent to or, exceeding, quoted specifications.
- Entech is not responsible for delays due to causes beyond its control and reserves the right to make partial shipments
- When custom built outdoor equipment is ready for shipment, Entech Alpha LLC (here after referred to as Entech Signs) will notify the Customer of such. If the customer cannot or will not accept delivery and/or Installation of the sign within fifteen (15) days from the date of notice of completion, Entech Signs shall still be entitled to invoice and receive payment for the balance due to Entech Signs pursuant to this Agreement
- Customer grants to Entech Signs permission to reproduce copies of renderings, licenses, photographs and videotapes of the Customer's displays for use in, but not limited to Entech Signs portfolios, brochures, videotapes or other Entech Advertising
- All artwork, renderings, proposals, and drawings produced by Entech Signs are the sole property of Entech Signs and shall not be reproduced or distributed without written permission.

Pricing

Prices do not include insurance, shipping, handling or taxes unless noted and Entech Signs reserves the right to arrange for insurance on all orders.

Installation (If Quoted)

The customer is responsible for supplying appropriate power for the sign as indicated in the sign proposal. The customer authorizes Entech, its agents, servants and employees to erect or attach a display or displays, electrical equipment and necessary structures on the building or property specified in the agreement. The customer agrees to defend, indemnify and hold harmless Entech, its agents, servants or employees from any charge, claim or cause of action for damages arising out of said attachment or erection. Entech shall not be liable for delays due to causes beyond its reasonable control, such as, but not limited to, acts of God, vandalism, accidents, acts of circumstances of the Customer, acts of civil or military authorities, fires, strikes, floods, riots, delays in transportation, and liability due to causes beyond its reasonable control to obtain the necessary labor and materials.

Reinforcement of Building, Physical Conditions

If installation is a part of this Agreement, Buyer shall be responsible and pay for all necessary reinforcements to the building or any other structures on which Display is installed, for relocating power lines or other obstacles, and for any additional installation cost incurred by Entech Signs due to adverse soil conditions, underground or other obstructions including but not limited to drilling for excavation or removal of any rock. Unless notified of sprinkler lines or private utility lines prior to drilling Entech Signs is not responsible for damage caused and shall be indemnified against claims, losses or proceedings arising by replacement, repair or diversions of such services. When pierdrilling is necessary, Entech Signs will contact Dig TESS or other agents for location of all public utilities. Location of private utilities is the sole responsibility of the Buyer. In the event rock or adverse soil conditions are encountered in the drilling process, additional monies will be requested by Entech Signs. Existing support structure is to be assumed by installer as structurally sound and adequate for reuse. Any hidden/unknown damage, corrosion, or other flaws to the existing support structure are not the liability of the installer. Any expenses necessary to bring support structure to compliance will be the responsibility of the customer.

Warranty

Per warranty period stated from the date of shipment, Entech Signs warrants each sign or display to be free from defects in materials and workmanship. As customer's sole and exclusive remedy, Entech Signs will repair, replace or, at Entech's option, refund the purchase price of any unit under the terms of this warranty provided the unit is returned to the point of original shipment prepaid. This warranty does not apply if the unit has been damaged by accident, misuse, or incorrect installation, or has been modified in any way. This warranty applied only to the original purchaser and is in lieu of all other warranties, whether expressed or implied. In no event is Entech Signs liable for damages, including consequential damages, beyond the original replacement value of the sign or display. There are no warranties which extend beyond the description on the face hereof. Entech Signs hereby excludes all implied warranties of merchantability, fitness for particular purpose, noninfringement or any other warranty other than that above written. Any phone and software support services are conditioned on and are subject to payment in full of any and all sums due by Buyer under this contract whether to Buyer or to Third Party end user of the products sold hereunder.

30 Day Return Policy

- No returns will be accepted without prior written authorization from Entech Signs. Incorrect merchandise received will receive prompt re-shipment of correct items
- Merchandise that cannot be used may be returned at a 35% restocking charge if items are shipped prepaid in the original boxes• Incorrect merchandise, other than custom items, may be returned, shipped prepaid, and will be exchanged on an equivalent basis• Non-returnable items include: custom items, multi-line indoor signs, all clocks and outdoor signs
- Items shipped in error will be exchanged for items equivalent to or exceeding quoted specifications as availability warrants
- Carrier is responsible for parts damaged in shipment. The customer should have driver sign for damaged carton on delivery receipt and make a claim with the freight company. Please insist that the carrier's representative conduct an inspection, and retain all packing materials for the inspector. Please report promptly for immediate follow-up on short shipments
- No action arising from any sale by Entech Signs may be brought by a customer more than 30 days after the date of shipment

This contract contains all of the terms of the agreement between the Buyer and Seller and any oral agreements or understandings not otherwise contained herein are invalid and unenforceable. This contract shall be deemed entered into and performed in the State of Texas and Buyer consents to the jurisdiction of the State of Texas for purposes of enforcement of the terms hereof. The courts of Dallas County, Texas will have exclusive jurisdiction and venue over any disputes arising from any sale by Entech and Customer and Buyer consent to personal jurisdiction of the federal and state courts located in Dallas County, Texas. If legal action is brought by Entech Signs from the collection of any amount owed or due to any other dispute, the prevailing party will be entitled to recover its reasonable attorneys' fees and cost incurred. These terms constitute the entire agreement between Entech and customer, regardless of any additional or conflicting terms on customer's purchase order or other documentation, which are objected to, or any prior discussions or usage of trade. All sales by Entech Signs are made only on the terms and conditions contained herein.



Acceptance

Entech Signs

Signed: _____ Date: _____

Buyer

Signed: _____ Date: _____

DETAILED BOND DEBT SERVICE

City of Watauga, Texas \$5,855,000 Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2018 Callable 2/1/2028 at Par

Dated Date 09/01/2018
Delivery Date 09/19/2018

Branding Signs (BS)

Period Ending	Principal	Coupon	Interest	Debt Service
09/30/2019	5,000	2.000%	8,518.54	13,518.54
* 09/30/2020	10,000	3.000%	9,097.50	19,097.50
09/30/2021	10,000	5.000%	8,697.50	18,697.50
09/30/2022	10,000	5.000%	8,197.50	18,197.50
09/30/2023	10,000	5.000%	7,697.50	17,697.50
09/30/2024	10,000	5.000%	7,197.50	17,197.50
09/30/2025	10,000	5.000%	6,697.50	16,697.50
09/30/2026	10,000	5.000%	6,197.50	16,197.50
09/30/2027	10,000	5.000%	5,697.50	15,697.50
09/30/2028	10,000	5.000%	5,197.50	15,197.50
09/30/2029	10,000	3.000%	4,797.50	14,797.50
09/30/2030	15,000	3.000%	4,422.50	19,422.50
09/30/2031	15,000	3.000%	3,972.50	18,972.50
09/30/2032	15,000	3.000%	3,522.50	18,522.50
09/30/2033	15,000	3.000%	3,072.50	18,072.50
09/30/2034	15,000	3.150%	2,611.25	17,611.25
09/30/2035	15,000	3.250%	2,131.25	17,131.25
09/30/2036	15,000	3.250%	1,643.75	16,643.75
09/30/2037	20,000	3.500%	1,050.00	21,050.00
09/30/2038	20,000	3.500%	350.00	20,350.00
	250,000		100,769.79	350,769.79

STATE OF TEXAS
COUNTY OF TARRANT

§
§

CITY OF WATAUGA ECONOMIC DEVELOPMENT GRANT AGREEMENT

Authority

This Agreement is made under the authority of TEX. LOC. GOV'T CODE chapters 501, 502 and 505, as amended (the "Code")

Parties

This Agreement is made and entered into by and between the City of Watauga Economic Development Corporation (the "WEDC") organized under the Code, and the City of Watauga (the "GRANTEE").

Effective Date

This Agreement shall be effective on the 61st day after the date the notice of the public hearing was first published, provided that no valid petition seeking an election on whether the project should be undertaken is filed with the municipality within that time period and provided that the WEDC and GRANTEE have duly executed the Agreement by signature of authorized representatives for both WEDC and Grantee ("Effective Date").

Preamble

WHEREAS, the WEDC held a meeting concerning the expenditure of the funds that are the subject of this agreement on July 16, 2019; and

WHEREAS, on July 16, 2019 a public hearing was held on the proposed project that is the subject of this agreement; and

WHEREAS, upon the recommendation of the WEDC, the City Council of Watauga, Texas on August 12, 2019, approved the expenditure of said funds; and

WHEREAS, Texas Local Government Code Section 501.103 defines an authorized project for an economic development corporation to include "expenditures . . . suitable for infrastructure necessary to promote or develop new or expanded business enterprises, limited to . . . streets and roads . . . and related improvements"; and

WHEREAS, Texas TEX. LOC. GOV'T CODE § 505.155 defines an authorized "project" for a Type B Economic Development Corporation to include . . . "improvements found by the board of directors to promote or develop new or expanded business enterprises that create or retain primary jobs, including: (1) a project to provide . . . general municipally owned improvements . . . ; and (2) any other project that the board of directors in the board's discretion determines promotes or develops new or expanded business enterprises that create or retain primary jobs"; and

WHEREAS, the Board of Directors of the WEDC and the City Council of the City of Watauga find that the construction and installation of branding signs throughout the City is an authorized project as provided by TEX. LOC. GOV'T CODE §§ 501.103 and 505.155; and

NOW THEREFORE, in view of the above and foregoing, and in consideration of the mutual agreements herein contained, WEDC and Grantee hereby agree as follows:

Terms

In consideration for the mutual promises and covenants given and the mutual benefits received, which is hereby acknowledged by the Parties, the Parties agree as follows:

1) Purpose; Allocation; Schedule of Payments

- i) WEDC shall allocate an amount of funds ("Funds") sufficient to cover the costs of constructing and installing branding signs to be located within the corporate boundaries of the City of Watauga as pre-approved by the WEDC and City of Watauga City Council in order to promote or develop new or expanded business enterprises, to develop streets and roads and related improvements, to promote and develop new or expanded business enterprises that create and retain primary jobs, to provide for general municipally owned improvements, to create and retain primary jobs and to facilitate business recruitment, retention and expansion efforts for the future benefit of the WEDC and City of Watauga and to improve the community; and
- ii) Said Funds allocated shall be used by GRANTEE for the purpose of providing paying the debt service requirements (each February and August) on the 2018 Certificates of Obligation issued by the City of Watauga specific to branding signs. Said branding signs are instrumental to the WEDC in the promotion and development of new and expanded business enterprises in the City of Watauga and shall benefit the WEDC in their goals of creating and expanding business in the City of Watauga.
- iii) The exact amount of Funds to be allocated shall be determined by the City's Financial Advisor with a separate debt schedule set forth solely for the

purpose of the branding signs project. The schedule for payment shall be based on a 19 year timeline beginning in February, 2020 and ending in September 2038, with a minimum of two semi-annual payments due on or before February 15 and August 15, at the interest rate set at the bond issuance in July 2018 by the City to pay for the branding signs Project. Once prepared the separate debt schedule shall be appended to this Agreement as Appendix A and shall be incorporated herein as if recited verbatim.

2) Default:

- i) Any party to this Agreement is in default if the party has failed to perform any obligation in this agreement, after notice of failure to perform, the passage of 90 days and, the party has failed to cure the alleged failure to perform.
- ii) If a default occurs in the performance of any obligation of WEDC or Grantee, any payment or performance obligation may be enforced by: (1) mandamus; or (2) the appointment of a receiver in equity with the power to: (A) charge and collect any applicable rents, purchase price payments, and loan payments; and (B) apply any revenue from the project in accordance with any resolution, mortgage, or instrument supporting or related to this agreement.
- iii) This Agreement may be terminated by the WEDC if it is determined that GRANTEE is in default by using the funds provided for in this Agreement for any purpose other than those identified in Section 1(i) of this Agreement. Termination of this Agreement may be affected if any such default is not cured within ninety (90) days after written notice by WEDC to GRANTEE.
- iv) In the event of termination for default under this agreement WEDC's sole remedy shall be termination of this agreement and reimbursement of the funds determined to be improperly used.

3) Miscellaneous

- i) Assignment. GRANTEE may not assign this Agreement.
- ii) No Right of Renewal. It is understood and agreed that the receipt of these funds by GRANTEE shall not imply any right of automatic renewal of this contract.
- iii) Notice. Any notice required under the provisions of this Agreement shall be in writing and delivered in person, by fax or deposited in the United States Mail, registered or certified, return receipt requested. Any such notice must be addressed to WEDC or GRANTEE at the following addresses. Any notice shall be deemed received three days after the date of deposit in the United States Mail, unless proof is offered to the contrary. Unless otherwise

provided in this Agreement, all notices shall be delivered to the following addresses:

WEDC: City of Watauga Economic Development Corporation
Attn: President
7105 Whitley Road
Watauga, Texas 76148
GRANTEE: City of Watauga, Texas
Attn: City Manager
7105 Whitley Road
Watauga, Texas 76148

Either party may designate a different address or fax number by giving the other party written notice.

- iv) Binding Agreement. This Agreement has been duly executed and delivered by both parties and constitutes a legal, valid and binding obligation of the parties. Each person executing this Agreement on behalf of each party represents and warrants that they have full right and authority to enter into this Agreement.
- v) Amendment. This Agreement may not be amended except in a written instrument specifically referring to this Agreement, approved by the WEDC Board of Directors and the City Council of Grantee and signed by the parties hereto.
- vi) Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. The State of Texas shall have jurisdiction over this Agreement and the parties hereto, and venue of any legal action filed by either WEDC or GRANTEE shall be in Tarrant County, Texas.
- vii) Severability. In the event that one or more of the provisions contained in the Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein, but shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.
- viii) Execution. WEDC executes this Agreement by and through its President. GRANTEE executes this Agreement by and through its Mayor. The parties further agree that this Agreement may be executed in multiple counterparts, each of which shall be considered an original.

WATAUGA ECONOMIC
DEVELOPMENT CORPORATION:

September 9, 2019
DATE

Arthur L. Minni
PRESIDENT

ATTEST:

Becky Hartless
~~JAN HILL~~, Becky Hartless
CORPORATION SECRETARY

CITY OF WATAUGA:

September 9, 2019
DATE

Arthur L. Minni
MAYOR

ATTEST:

Andrea Gardner
ANDREA GARDNER,
CITY SECRETARY

**CITY OF WATAUGA, TEXAS
RESOLUTION NO. 2019-006**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS, APPROVING A CITY OF WATAUGA ECONOMIC DEVELOPMENT GRANT AGREEMENT FOR CONSTRUCTION AND INSTALLATION OF BRANDING SIGNS THROUGHOUT THE CITY OF WATAUGA BETWEEN THE WATAUGA ECONOMIC DEVELOPMENT CORPORATION AND THE CITY OF WATAUGA, TEXAS AND AUTHORIZING THE MAYOR OF THE CITY OF WATAUGA TO EXECUTE SAID AGREEMENT.

WHEREAS, the Watauga Economic Development Corporation (the “WEDC”) is a Type B Economic Development Corporation organized pursuant to Chapters 501, 502 and 505 of the Texas Local Government Code; and

WHEREAS, Texas Local Government Code Section 501.103 defines an authorized project for an economic development corporation to include “expenditures . . . suitable for infrastructure necessary to promote or develop new or expanded business enterprises, limited to . . . streets and roads . . . and related improvements”; and

WHEREAS, Texas Local Government Code Section 505.155 defines an authorized project for a Type B Economic Development Corporation to include . . . “improvements found by the board of directors to promote or develop new or expanded business enterprises that create or retain primary jobs, including: (1) a project to provide . . . general municipally owned improvements . . . ; and (2) any other project that the board of directors in the board's discretion determines promotes or develops new or expanded business enterprises that create or retain primary jobs”; and

WHEREAS, the City Council of the City of Watauga finds that branding signs installed in road and street rights-of-way are municipally-owned improvements that are related to streets and roads; and

WHEREAS, the City Council of the City of Watauga finds that the installation of branding signs in street and roads rights-of-way shall assist residents and visitors of the City of Watauga with directions and wayfinding and shall provide notice of entry into the City of Watauga; and

WHEREAS, the City Council of the City of Watauga finds that the installation of branding signs throughout the City of Watauga will assist residents in visitors in locating businesses, thus supporting such businesses and ensuring such businesses create and retain primary jobs; and

WHEREAS, the City Council of the City of Watauga finds that the construction and installation of branding signs throughout the City constitutes an authorized project as provided by Texas Local Government Code Sections 501.103 and 505.155; and

WHEREAS, on or around July 2018, the City of Watauga issued Certificates of Obligation for the specific purpose of the construction and installation of branding signs throughout the City of Watauga; and

WHEREAS, the City Council of the City of Watauga desires to allocate an amount of funds sufficient to pay the debt service on such 2018 Certificates of Obligation for the construction and installation of branding signs throughout the City of Watauga

WHEREAS, the City Council of the City of Watauga finds the branding signs will facilitate business recruitment, retention, and expansion efforts for the future benefit of the City of Watauga; and

WHEREAS, the City Council of the City of Watauga further finds that the branding signs will promote and develop new and expanding business enterprises in the City of Watauga and improve the community; and

WHEREAS, the action authorized by this Resolution is in furtherance of the public interest, for the good of the community, and necessary and proper for carrying out the authority granted by law to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS:

I.

The City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.

II.

The City of Watauga Economic Development Grant Agreement between the City of Watauga and the Watauga Economic Development Corporation is hereby in all things approved and authorized.

III.

The Mayor of the City of Watauga, Texas is hereby authorized to execute for and on behalf of the City of Watauga, and the City Secretary is hereby authorized to attest the Economic Development Grant Agreement between the City of Watauga, Texas, and the Watauga Economic Development Corporation, pertaining to the construction and installation of branding signs throughout the City of Watauga. A copy of such economic development agreement is attached hereto and made a part hereof for all purposes.

IV.

This Resolution shall be and is hereby cumulative of all other resolutions of the City of Watauga, Texas and this resolution shall not operate to repeal or affect any such other resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of

this resolution, in which event such conflicting provisions, if any, in such other resolution or resolutions are hereby repealed.

V.

If any section, subsection, sentence, clause or phrase of this resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this resolution.

VI.

This Resolution shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas on this 12th day of August 2019.

APPROVED:

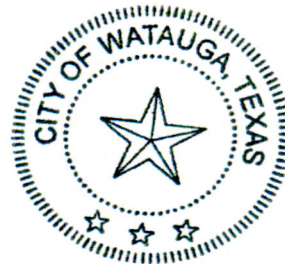

Arthur L. Miner, Mayor

ATTEST:


Andrea Gardner, City Secretary

APPROVED AS TO FORM AND LEGALITY:


George E. Hyde, Interim City Attorney





AGENDA MEMORANDUM

DATE: August 11, 2021

TO: Watauga Economic Development Corporation Directors

FROM:

SUBJECT: Pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property - Corner of Lalagray Lane and Watauga Road (Block 36, Lot 3 of the Browning Heights Addition)

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Fee Simple Purchase Agreement
2. Commercial Contract -Unimproved Property

REVIEWED BY:

Caroline Kelley, Attorney
Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Approved - 8/12/2021
Final Approval - 8/13/2021



AGENDA MEMORANDUM

DATE: August 12, 2021

TO: Honorable City Council Members

FROM: Andrea Gardner, City Manager

THROUGH:

SUBJECT: Pursuant to Texas Government Code Sections 551.071 and 551.074, to seek legal advice from the General Counsel and to deliberate upon the duties of the WEDC Executive Director

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Secretary of State Form 401
2. Registered Agenda Resignation

REVIEWED BY:

Caroline Kelley, Attorney
Andrea Gardner, City Manager
Raquel Guajardo, Deputy City Secretary
Approved as to form for inclusion on Agenda

Approved - 8/12/2021
Approved - 8/13/2021
Final Approval - 8/13/2021



AGENDA MEMORANDUM

DATE: August 12, 2021

TO: Watauga Economic Development Corporation Directors

FROM: Andrea Gardner, City Manager

SUBJECT: Pursuant to Texas Government Code Sections 551.071, 551.072 and 551.087, to seek legal advice from the General Counsel, to deliberate the purchase, exchange, lease or value of real property, and discuss economic incentives for the property located at 6200 Watauga Road

BACKGROUND/INFORMATION:

Pursuant to Section 51.087 of the Texas Local Government Code, the board will deliberate upon and consult with the Board Attorney on economic development negotiations. Said negotiations regard the property located at 6200 Watauga Rd.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Proposal for 6200 Watauga Road(1129360.1) (002)

REVIEWED BY:

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Raquel Guajardo, Deputy City Secretary

Approved as to form for inclusion on Agenda

Approved - 8/12/2021

Approved - 8/13/2021

Final Approval - 8/13/2021