

Dan Bochsler, President
Kim Willmott, Vice-President
Charles Drane, Secretary/Treasurer
Firouz Haghighi, Director
Joseph Thompson, Director
Veer Patel, Director
Linda Dickens, Director



Christophe Trahan, EDC Director
Lisa Bowman, Admin. Assistant
Will James, Marketing Analyst

**NOTICE OF MEETING
ECONOMIC DEVELOPMENT BOARD
August 13, 2024
10:00 A.M.
PEDC Office
100 Willow Creek Pkwy, Suite A
Palestine, TX**

Zoom Link:

<https://us06web.zoom.us/j/84286455345?pwd=2ngV7Zkp4aaxBA7wgcAh4kpiQSTL5I.1>

Meeting ID: 842 8645 5345

Passcode: 147902

One tap mobile

+13462487799,,84286455345#,,, *147902# US

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands *6 for toggling mute/unmute and *9 to "raise your hand." [Learn more here.](#)

Follow us live at: facebook.com/palestinety/

A. CALL TO ORDER

B. PROPOSED CHANGES OF AGENDA ITEMS

C. PUBLIC COMMENTS

Any citizen wishing to speak during public comments regarding an item on or off the agenda may do so during this section of the agenda. All comments must be no more than five minutes in length. Any comments regarding items, not on the posted agenda may not be discussed or responded to by the Board. Members of the public may join via Zoom or in person.

D. CONFLICT OF INTEREST DISCLOSURES

E. ITEMS FROM BOARD

F. DIRECTOR'S REPORT

1. Review monthly Director's Report.
2. Review monthly Marketing Analyst Report.

G. DISCUSSION AND ACTION ITEMS

1. Consider approval of PEDC Minutes from July 9, 2024.

2. Consider approval of PEDC Minutes from July 24, 2024.
3. Consider approval of the July 2024 Financial Report.
4. Discussion and possible action regarding a Downtown Grant Application & Perf. Agreement with Thorough Foods Company, LLC & 512 N. John, LLC.
5. Discussion and possible action regarding a Community Development Grant application and Performance Agreement with the City of Palestine Parks Dept.
6. Discussion and possible action regarding Rotary Club of Palestine Community Development Grant for renovations to Upper Lake Park.
7. Discussion and possible action regarding a full-page advertisement with Site Selection.
8. Discussion and possible action regarding an increase in PEDC's Management Essentials Scholarship.

H. **CLOSED SESSION**

The Board will go into Closed Session pursuant to Texas Government Code, Chapter 551, Subchapter D.

1. Section 551.087 deliberation regarding Economic Development negotiations; to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.
 - a.) Tahwahkaro
 - b.) Texas Futura, LLC./Lone Star Oil Tech., LLC.

I. **RECONVENE IN REGULAR SESSION**

1. Section 551.087 deliberation regarding Economic Development negotiations; to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.

Take any action regarding:

- a.) Tahwahkaro
- b.) Texas Futura, LLC./Lone Star Oil Tech., LLC.

J. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted at the main entrance of the Palestine Economic Development Corporation located at 100 Willow Creek Parkway, Suite A, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Friday, August 9, 2024, at 4:30 p.m.**



V. Lynn Bowman
Lisa Bowman, EDC Admin. Assistant

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT citysecretary@palestine-tx.org or 903-731-8414.



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Review monthly Director's Report.

SUMMARY:

Review monthly Director's Report.

RECOMMENDED ACTION:

Staff recommends the board review the monthly Director's Report.

Attachments

Director's Report



Economic Development Activities- July/August 2024

New Business/Investment

- Attended groundbreaking of Christus Magnolia Clinic ER expansion on 7/31 with PEDC board member Veer Patel.
- Participated in discussions with local community member task force regarding in-fill residential development of the Memorial Hospital lot.
- Attended the grand opening and ribbon cutting of new Aldi grocery store on 8/1 with PEDC President Dan Bochsler, VP Kim Wilmott, & Secretary Charles Drane.
- Received feedback from the Texas Workforce Commission regarding HDJT grant application & coordinated edits to application with TVCC.
- Assisting the Curious Museum with site selection process for new STEAM learning museum in Palestine.

Administration

- Contract drafting for Downtown & Community Development Grant programs.
- Attended a regional Economic Development Conference in the city of Mineola on 7/24.
- Held kickoff meeting for PEDC Action Plan Steering Committee on 7/23.

Prospects

PEDC July leads: 1

No. of projects by industry:

1 – Indoor Recreation

Source of leads:

1 - Direct

No. of leads won: 1

Callizo Aromas

No. of open leads

14

Economic Climate

➤ Retail Sector

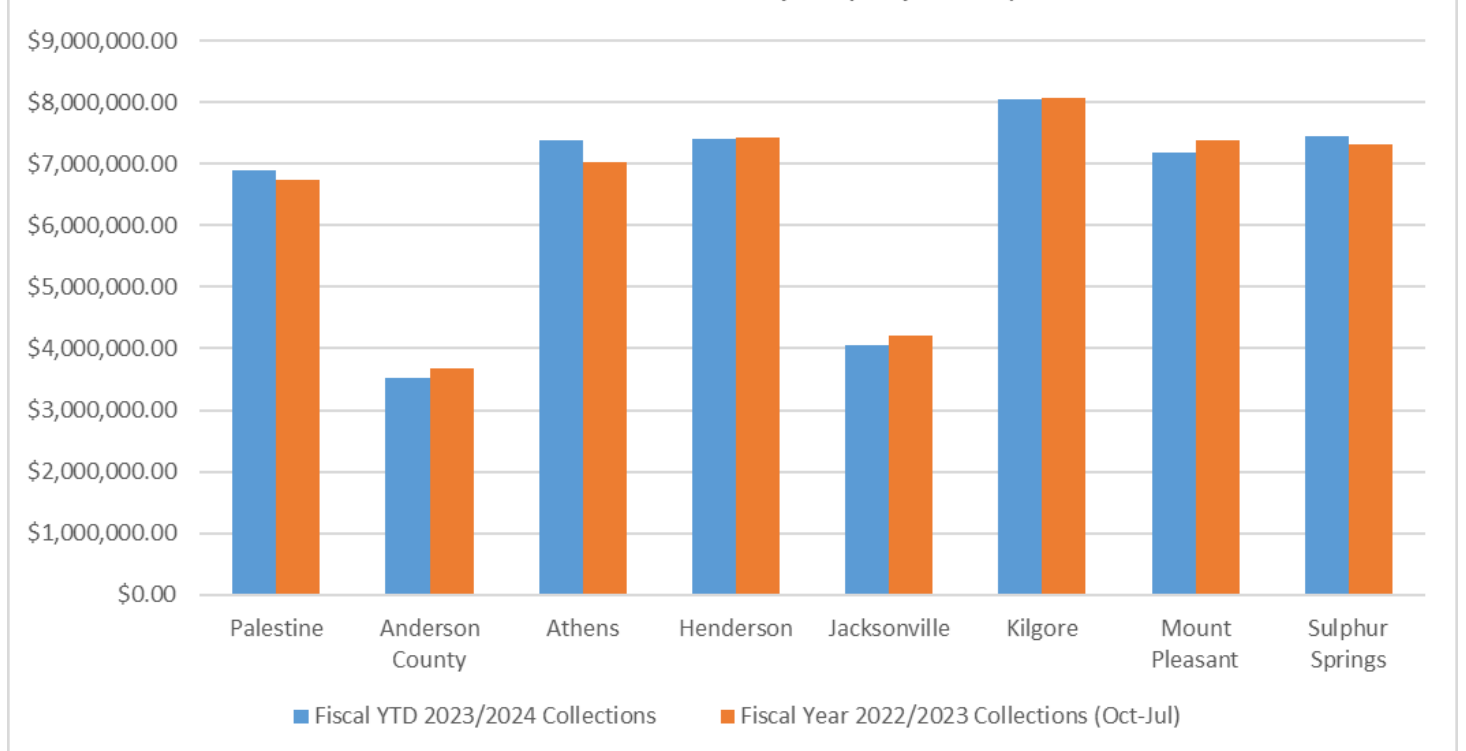
Fiscal Year Comparisons

Collection:	Period	Net Payment	Net Payment	Net Change
		Current Year 2023/2024	Prior Year 2022/2023	
Palestine	July	\$655,686.62	\$655,364.66	0.0%
	Fiscal YTD	\$6,885,502.20	\$6,736,084.81	2.2%
Anderson County	July	\$349,831.22	\$326,510.31	6.7%
	Fiscal YTD	\$3,516,979.95	\$3,688,283.40	-4.9%
Athens	July	\$788,744.77	\$665,079.15	15.7%
	Fiscal YTD	\$7,384,337.84	\$7,029,105.40	4.8%
Henderson	July	\$709,843.07	\$826,695.34	-16.5%
	Fiscal YTD	\$7,409,329.12	\$7,429,831.01	-0.3%
Jacksonville	July	\$400,426.48	\$420,112.54	-4.9%
	Fiscal YTD	\$4,045,246.29	\$4,199,427.91	-3.8%
Kilgore	July	\$807,201.25	\$755,758.25	6.4%
	Fiscal YTD	\$8,054,790.98	\$8,068,331.44	-0.2%
Mount Pleasant	July	\$712,949.60	\$850,783.33	-19.3%
	Fiscal YTD	\$7,170,945.71	\$7,385,785.22	-3.0%
Sulphur Springs	July	\$739,192.15	\$742,089.53	-0.4%
	Fiscal YTD	\$7,437,672.44	\$7,309,564.10	1.7%

* Source: **Texas Comptroller of Public Accounts**

* Note: All Net Payments represent collections conducted approx. 2 months prior

Sales & Use Tax Analysis (July 2024)



➤ **Workforce Data**

Unemployment Rates in Anderson & Index Counties – June 2024:

Anderson County – 4.4%

State of Texas – 4.5%

Henderson County – 4.5%

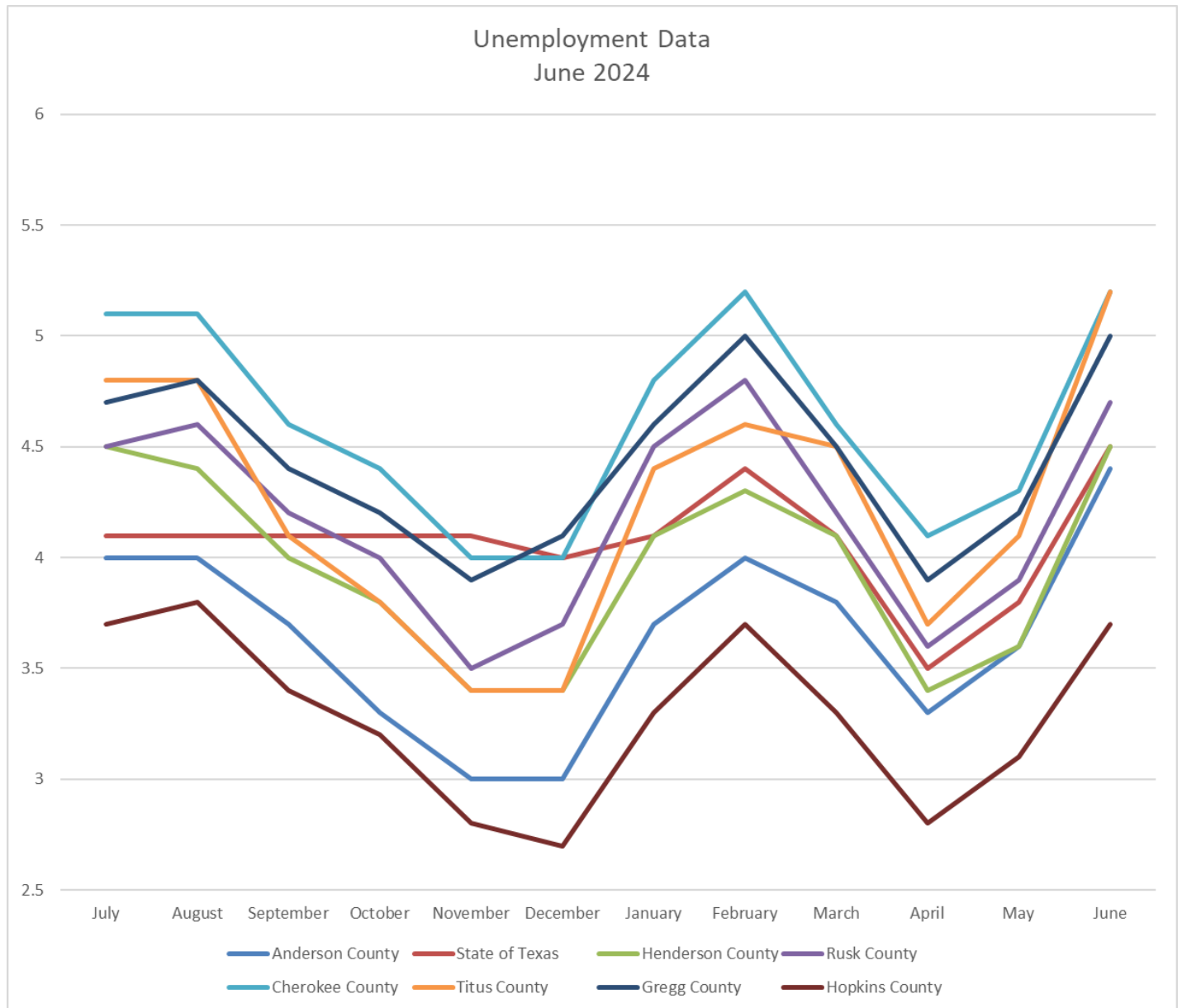
Rusk County – 4.7%

Cherokee County – 5.2%

Titus County – 5.2%

Gregg County – 5.0%

Hopkins County – 3.7%



Source: Texas Labor Market Information



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Review monthly Marketing Analyst Report.

SUMMARY:

Review monthly Marketing Analyst Report.

RECOMMENDED ACTION:

Staff recommends the board review the monthly Marketing Analyst Report.

Attachments

Marketing Report



Marketing Activities - July/August 2024

Mktg Analyst Will James

- Nearing completion of an award application for the Texas Economic Development Corporation's Community Economic Development Award, with a focus on gaining recognition for our LS Tractor USA project.
- Successfully organized and executed a seminar on collaborating with TXDOT and exploring HUBZone opportunities. Sara Heath with TXDOT provided insights on how small businesses can partner with TXDOT, while Kevin Sloan, Business Opportunity Specialist with the SBA's Dallas/Fort Worth District Office, discussed strategies for HUBZone businesses to secure federal contracts.
- Initiated research on marketing campaign proposals for next year's budget, evaluating potential packages from Site Selection, Area Development, and Trade & Industry.
- Developed the presentation and handout materials for the PEDC's Strategic Planning Committee meeting.



SARA HEATH OUTREACH AND PUBLIC INVOLVEMENT SPECIALIST

We are excited to announce that Sara Heath will be joining our July 23rd seminar to discuss how small businesses can collaborate with TXDOT.

JOIN US

July 23 12:00 - 2:00
TVCC Palestine Campus, 2970 TX-19, Palestine, TX 75803
Register at: <https://shorturl.at/3MIMF>



SBA FEDERAL HUBZONE OVERVIEW



Join us for this lunch and learn topic with a special guest speaker, Kevin Sloan, Business Opportunity Specialist with SBA's Dallas/Fort Worth District Office

What to Expect:

- ✓ If your small business is located in a designated HUBZone and meets the requirements, it may be eligible for special set-aside contracts to sell to the federal government.
- ✓ The HUBZone program fuels the growth of small businesses in historically underutilized business zones (HUBZones) by providing certification for preferential access to federal contracts.
- ✓ The federal government has a goal to award at least 3% of all federal contracting dollars to HUBZone-certified small businesses each year.

Date, Location, and Registration

July 23 12:00 - 1:30
TVCC Palestine Campus, 2970 TX-19, Palestine, TX 75803
Register at: <https://shorturl.at/3MIMF>



STRATEGIC PLANNING MEETING

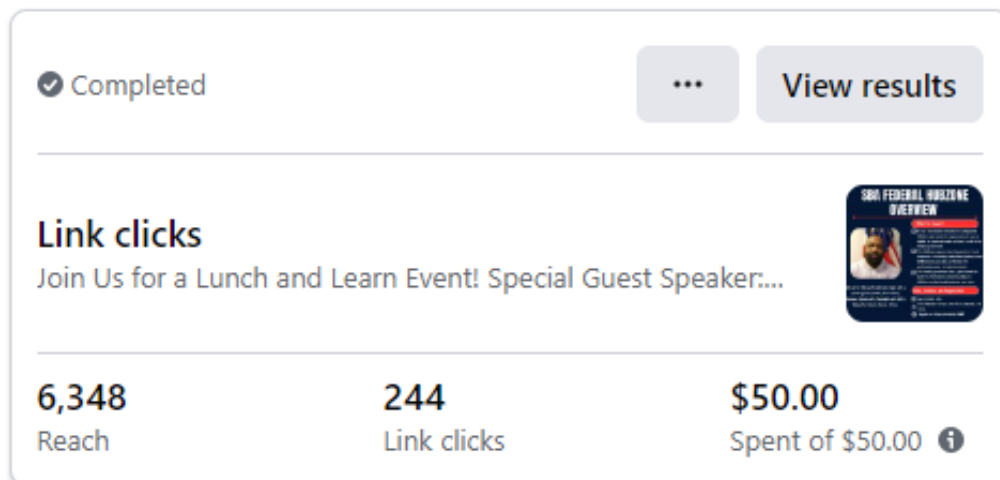
July 2024



Marketing Activities - June/July 2024

Mktg Analytics

- Facebook Boosted Post Results for July Small Business Seminar and Page overview




Page Overview


[See more insights](#)

Followers: 3,199

Last 28 days

 Post reach [i](#)

18,379

 Post Engagement [i](#)

3,721

 New followers [i](#)

40

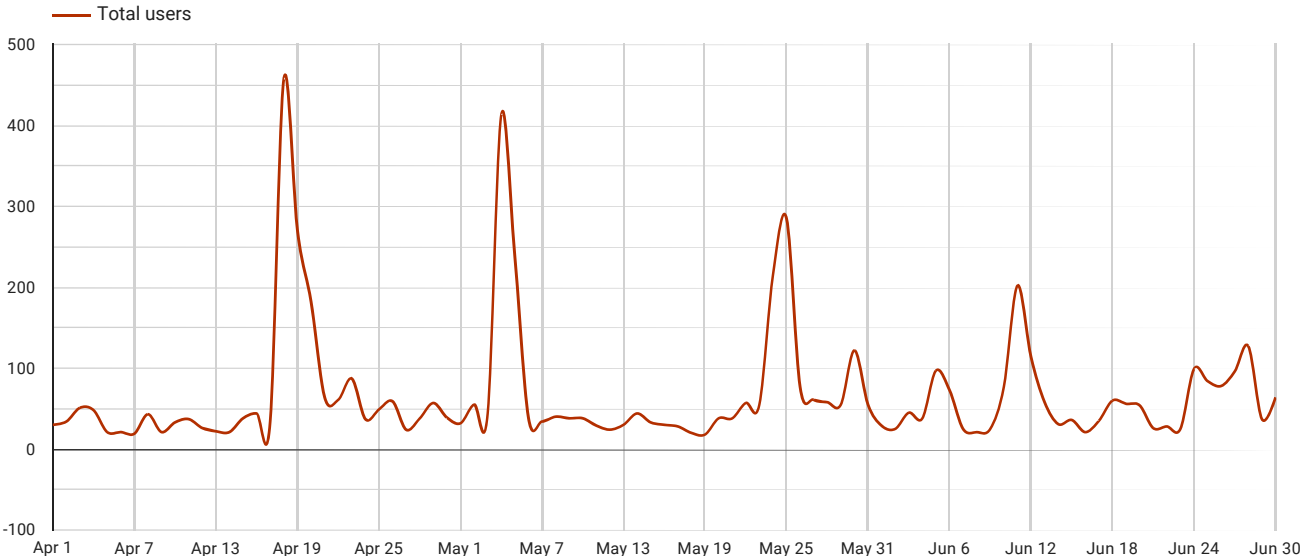
Q2 Website Analytics



Google Analytics Audience Overview

Apr 1, 2024 - Jun 30, 2024

Your audience at a glance!



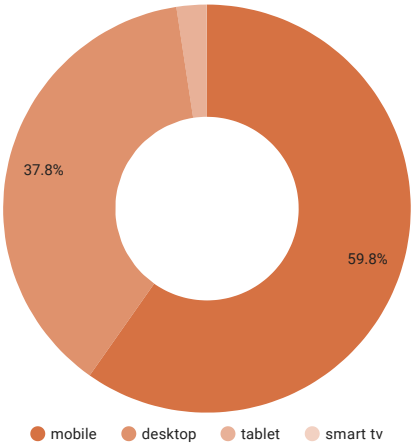
Total users	5,967 (3,376)
New users	5,929 (3,325)
Sessions	6,805 (4,089)
Sessions per user	1.14 (1.21)
Engagement rate	48.16% (40.87%)
Views	23,181 (11,888)
Engaged sessions	3,277 (1,671)



Total users 1 • ● 5,049

	Country	Total users
1.	United States	4,897
2.	India	155
3.	China	42
4.	United Kingdom	33
5.	Indonesia	28
6.	Brazil	26
7.	Ireland	24
8.	Mexico	24
9.	Canada	22
10.	Philippines	19

What device are people using?

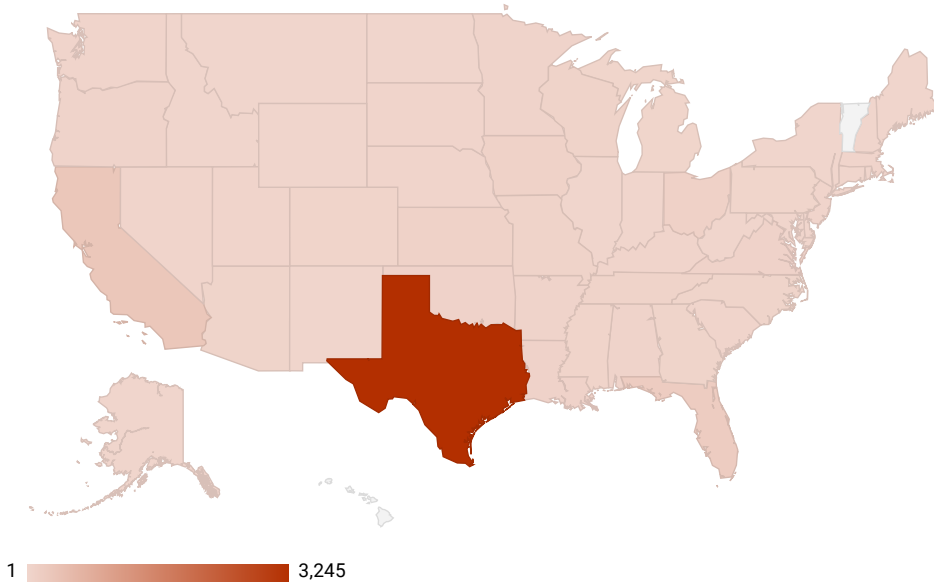


	Device category	Total users
1	desktop	2,264
2	mobile	3,576
3	smart tv	1
4	tablet	143

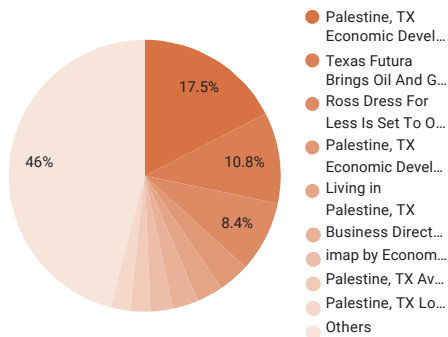
Google Analytics Audience Overview

Let's learn a bit more about your users!

USA Audience

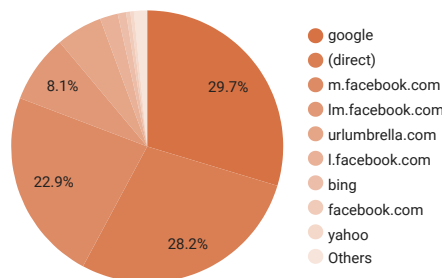


Higher Traffic - Pages



	Page title	Total users...	Vi e ws
1.	Palestine, TX Economic Development	1,351	2,104
2.	Texas Futura Brings Oil And Gas Jobs To Palestine Texas With A Focus On Sustainability	1,079	1,305
3.	Ross Dress For Less Is Set To Open In Palestine Texas In October 2024	922	1,018
4.	Palestine, TX Economic Development News Business Directory	309	446
5.	imap by Economic Gateway	259	367
6.	Living in Palestine, TX	257	321
7.	Palestine, TX Recreation	255	384
8.	Palestine, TX Festivals & Events	203	256
9.	Palestine, TX Major Employers	201	252
1...		135	172

Acquisition Sources



	First user source	Total users
1.	google	1,770
2.	(direct)	1,680
3.	m.facebook.com	1,369
4.	lm.facebook.com	484
5.	urlumbrella.com	328
6.	l.facebook.com	127
7.	bing	59
8.	faceook.com	30
9.	yahoo	25
10.	linkedin.com	20

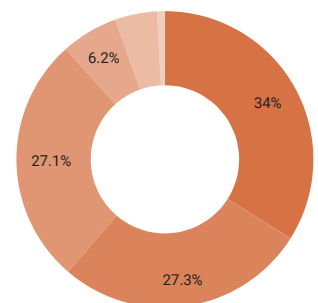
Higher Traffic - States (globally)

	Region	Total users
1.	Texas	3,245
2.	New York	360
3.	California	282
4.	Florida	173
5.	Ohio	75
6.	Iowa	61
7.	Kansas	61
8.	Louisiana	55
9.	Virginia	55
10.	Oklahoma	54

Higher Traffic - Cities (globally)

	City	Total users
1.	Dallas	1,219
2.	P a lestin e	714
3.	New York	353
4.	Houston	159
5.	Los Angeles	116
6.	Miami	108
7.	San Francisco	91
8.	Columbus	66
9.	Ty l er	53
10.	Austin	52

Traffic Type



	Session default c...	Total users
1	Organic Social	2,036
.	Direct	1,639
2	Organic Search	1,622
.	Paid Search	275
3	Referral	50



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Consider approval of PEDC Minutes from July 9, 2024.

SUMMARY:

Consider approval of PEDC Minutes from July 9, 2024.

RECOMMENDED ACTION:

Staff recommends approval of PEDC Minutes from July 9, 2024.

Attachments

PEDC Minutes 7.9.24

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The Economic Development Board of the City of Palestine convened in a regular meeting on Tuesday, July 9, 2024, at 10:00 a.m., at PEDC Office, 100 Willow Creek Pkwy, Suite A, Palestine, Texas, with the following people present: President Dan Bochsler; Secretary/Treasurer Charles Drane; Directors: Veer Patel, Firouz Haghighi, and Joseph Thompson.

Staff present: PEDC Director Christophe Trahan and Administrative Assistant Lisa Bowman.

Others Present: City Manager Teresa Herrera and City Finance Director Andrew Sibai.

A. CALL TO ORDER

With a quorum present, President Bochsler called the meeting to order at 10:00 a.m.

B. PROPOSED CHANGES OF AGENDA ITEMS

There were none.

C. PUBLIC COMMENTS

There were none.

D. CONFLICT OF INTEREST DISCLOSURES

There were none.

E. ITEMS FROM BOARD

There were none.

F. DIRECTOR'S REPORT

1. Review monthly Director's Report.

- Completed two CTED Courses.
- High Demand Job Training Grant draft submitted to ETCOG with letters of support from Wayne Sanderson and Wal-Mart Dist.
- Facilitation of Callizo Project.
- Retail Secor Data for Local Sales & Use Tax.
- Texas Labor Market Information Data – Regional Wage Data Comparison.

2. Review monthly Marketing Analyst Report.

- Advertisement with Business Facilities to market 200 Vista Ridge.
- Women in Small Business Seminar.
- 1st month report for Trade & Industry audience extension.

G. DISCUSSION AND ACTION ITEMS

1. Consider approval of PEDC Minutes from June 11, 2024.

Motion by Director Thompson, seconded by Director Patel to approve the item as presented. Upon vote, the motion carried unanimously 5-0.

2. Consider approval of PEDC Minutes from June 25, 2024.

Motion by Director Thompson, seconded by Secretary/Treasurer Drane to approve the item as presented. Upon vote, the motion carried unanimously 5-0.

3. Consider approval of the June 2024 Financial Report.

Motion by Director Patel, seconded by Director Thompson to approve the item as presented. Upon vote, the motion carried unanimously 5-0.

4. Consider and take possible action on the Performance Agreement with Callizo Aromas, LLC.

Motion by Director Thompson, seconded by Director Patel to approve the item as presented, subject to City Council approval. Upon vote, the motion carried unanimously 5-0.

5. Discussion and possible action regarding the Downtown Grant Agreement with Home Grill Steakhouse, LLC.

Motion by Director Thompson, seconded by Director Patel to approve the final payment to Home Grill Steakhouse, LLC. for work completed under their Grant Agreement. Upon vote, the motion carried unanimously 5-0.

6. Consider and take possible action regarding an easement for Oncor Electric Delivery Company, LLC.

Motion by Secretary/Treasurer Drane, seconded by Director Haghighi to approve the item as presented. Upon vote, the motion carried unanimously 5-0.

7. Discussion and possible action regarding CD investment options for PEDC.

Motion by Director Haghighi, seconded by Director Thompson for City Finance Director Sibai to research CD options to replace the expiring CD, Manufacturers and Traders TR CO, and replace it with two separate companies for \$250,000 each at a minimum of 5.1% for 12 months or more. Upon vote, the motion carried unanimously 5-0.

8. Discussion and possible action regarding PEDC's Budget for the fiscal year 2024-2025.

Motion by Secretary/Treasurer Drane, seconded by President Bochsler to approve the item as presented. Upon vote, the motion carried 4-1.

ADJOURN

With no other business to come before the Board, President Bochsler adjourned the meeting at 11:07 a.m.

PASSED AND APPROVED THIS 13th DAY OF August 2024.

Dan Bochsler, President

ATTEST:

Lisa Bowman, Administrative Assistant

DRAFT



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Consider approval of PEDC Minutes from July 24, 2024.

SUMMARY:

Consider approval of PEDC Minutes from July 24, 2024.

RECOMMENDED ACTION:

Staff recommends approval of PEDC Minutes from July 24, 2024.

Attachments

PEDC Minutes 7.24.24

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The Economic Development Board of the City of Palestine convened in a special meeting on Wednesday, July 24, 2024, at 8:30 a.m., at PEDC Office, 100 Willow Creek Pkwy, Suite A, Palestine, Texas, with the following people present: President Dan Bochsler; Vice President Kim Willmott; Secretary/Treasurer Charles Drane; Directors: Linda Dickens, Firouz Haghighi, and Joseph Thompson.

Staff present: PEDC Director Christophe Trahan, Marketing Analyst Will James, and Administrative Assistant Lisa Bowman.

Others Present: City Parks Department Director Patsy Smith.

A. CALL TO ORDER

With a quorum present, President Bochsler called the meeting to order at 8:30 a.m.

B. PROPOSED CHANGES OF AGENDA ITEMS

It was declared by President Bochsler that item G. RECONVENE IN REGULAR SESSION be struck from the agenda and that item H. ADJOURN be moved in its place.

C. PUBLIC COMMENTS

There were none.

D. CONFLICT OF INTEREST DISCLOSURES

There were none.

E. ITEMS FROM BOARD

There were none.

F. DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding the Community Development Grant Agreement with the City of Palestine Parks Department.

City of Palestine Parks Dept. Director, Patsy Smith, presented to the board information regarding the completion of the Greens Park bathroom renovations.

Motion by Director Dickens, seconded by Secretary Treasurer Drane to approve the final payment to City of Palestine Park Dept. for work completed and their Community Development Grant Agreement.

2. Discussion and possible action regarding Resolution R-4-24, a resolution for PEDC to collaborate with TVCC and the Workforce Solutions East Texas Board for a High Demand Job

Training grant by committing Type B sales Tax funds in an amount not to exceed \$391,350 for the purchase of equipment, supplies, and minor renovation materials.

Motion by Director Dickens, seconded by Director Thompson to approve the item as presented. Upon vote, the motion carried unanimously 6-0.

G. ADJOURN

With no other business to come before the Board, President Bochsler adjourned the meeting at 9:21 a.m.

PASSED AND APPROVED THIS 13th DAY OF August 2024.

Dan Bochsler, President

ATTEST:

Lisa Bowman, Administrative Assistant



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Consider approval of the July 2024 Financial Report.

SUMMARY:

Consider approval of the July 2024 Financial Report.

RECOMMENDED ACTION:

Staff recommends approval of the July 2024 Financial Report.

Attachments

July Financial Report



Palestine Economic Development Corporation
Financial Statement
As of July 31, 2024

		Current Budget	Current Period	Current Y-T-D	% of Budget	Budget Balance	Prior Year Y-T-D Actual	INC/(DEC) Prior Year
BEGINNING FUND BALANCE		\$ 3,986,395		\$ 3,896,395			\$ 2,611,873	
REVENUE								
41013	PEDC SALES TAX	1,250,055	109,281	1,147,584	91.8%	102,471	1,122,681	24,903
41609	RENT - SUITE B	36,000	3,000	30,000	83.3%	6,000	-	30,000
41610	RENT - RESULTS CO	161,583	-	125,676	77.8%	35,907	179,537	(53,861)
41807	ETEX FIBER RECAPTURE	380,000	98,783	298,200	78.5%	81,800	364,082	(65,882)
41818	DEBT OR OTHER FINANCING	2,000,000	-	2,000,000	100.0%	-	-	2,000,000
41901	INTEREST REVENUE	40,000	17,806	114,854	287.1%	(74,854)	62,340	52,514
41932	TAH LOAN PYMT	34,064	2,839	28,386	83.3%	5,678	48,050	(19,663)
41938	SALE OF PROPERTY	-	-	10	0.0%	(10)	-	10
*** TOTAL REVENUE ***		3,901,702	231,708	3,744,710	96.0%	156,992	1,776,689	1,968,021
EXPENSE								
PERSONNEL								
51010	SALARIES & WAGES	185,555	12,873	126,763	68.3%	58,792	81,639	45,124
51030	LONGEVITY	144	24	216	150.3%	(72)	111	105
51036	CELL PHONE ALLOWANCE	600	50	477	79.5%	123	375	102
51040	SOCIAL SECURITY	13,817	952	9,515	68.9%	4,301	6,359	3,156
51050	HEALTH INSURANCE	24,976	2,187	19,964	79.9%	5,012	10,126	9,838
51061	WORKER'S COMPENSATION	619	53	523	84.4%	96	87	436
51070	RETIREMENT	25,981	1,876	18,375	70.7%	7,605	11,616	6,759
*** EXPENSE CATEGORY TOTALS ***		251,691	18,015	175,833	69.9%	75,858	110,314	65,519
SUPPLIES AND MATERIALS								
52010	OFFICE SUPPLIES/EQUIPMENT	3,000	101	1,272	42.4%	1,728	1,763	(491)
52020	POSTAGE	250	-	132	52.6%	119	-	132
52091	FURNITURE & OFFICE EQUIPMENT	2,000	-	1,075	53.7%	925	103	972
*** EXPENSE CATEGORY TOTALS ***		5,250	101	2,478	47.2%	2,772	1,763	(360)
PROF/CONTRACTUAL SERV								
53010	LEGAL SERVICES	55,000	2,897	33,422	60.8%	21,578	44,274	(10,853)
53020	AUDIT & ACCOUNTING SERVICES	5,000	-	4,234	84.7%	766	4,243	(9)
53030	PROFESSIONAL SERVICES	50,000	1,000	3,899	7.8%	46,101	8,990	(5,091)
53031	CONSULTANT SERVICES	20,000	600	600	3.0%	19,400	3,205	(2,605)
53090	IT SUPPORT	1,897	609	1,523	80.3%	375	1,702	(179)
53095	SOFTWARE MAINTENANCE	808	311	688	85.2%	120	680	8
53150	MARKETING SERVICES	50,000	5,139	37,697	75.4%	12,303	13,325	24,372
53311	PRINTER/COPIER LEASE	3,000	270	2,092	69.7%	908	-	2,092
53500	LEGAL NOTICES	6,000	-	1,095	18.2%	4,905	2,106	(1,011)
53509	MEMBERSHIPS & SUBSCRIPTIONS	20,000	137	17,278	86.4%	2,722	8,768	8,510
53510	TRAVEL AND TRAINING	10,000	21	7,820	78.2%	2,180	2,213	5,607
53512	PRINTING SERVICES	-	-	-	0.0%	-	2,290	(2,290)
53514	TML INSURANCE	9,000	-	12,135	134.8%	(3,135)	8,377	3,758



Palestine Economic Development Corporation
Financial Statement
As of July 31, 2024

		Current Budget	Current Period	Current Y-T-D	% of Budget	Budget Balance	Prior Year Y-T-D Actual	INC/(DEC) Prior Year
53515	INSURANCE AND BONDS	1,000	-	-	0.0%	1,000	-	-
53520	JANITORIAL SERVICES	9,000	675	6,275	69.7%	2,725	3,465	2,810
53617	PROJECTS SUPPORT GRANTS	800,000	-	103,500	12.9%	696,500	-	103,500
53662	ATH COMPLEX IMPROVEMENTS GRANT	25,000	-	-	0.0%	25,000	-	-
53663	COM DEV GRANT-GENERAL PROGRAM	75,000	-	-	0.0%	75,000	10,000	(10,000)
53664	BLDG IMPROVEMENT GRANT PROG	150,000	16,534	131,122	87.4%	18,878	3,838	127,284
*** EXPENSE CATEGORY TOTALS ***		<u>1,290,705</u>	<u>28,192</u>	<u>363,378</u>	<u>28.2%</u>	<u>927,327</u>	<u>117,476</u>	<u>245,903</u>
MAINTENANCE & REPAIR								
54010	BLDG/STRUCTURE/GRNDS MAINTENANCE	100,000	3,021	47,827	47.8%	52,173	46,234	1,593
*** EXPENSE CATEGORY TOTALS ***		<u>100,000</u>	<u>3,021</u>	<u>47,827</u>	<u>47.8%</u>	<u>52,173</u>	<u>46,234</u>	<u>1,593</u>
UTILITIES								
54500	UTILITIES - ELECTRIC	7,500	50	3,604	48.1%	3,896	6,376	(2,772)
54501	UTILITIES - WATER/SEWER	4,000	237	2,803	70.1%	1,197	2,162	641
54503	PHONES/INTERNET	4,000	393	4,594	114.8%	(594)	3,771	823
*** EXPENSE CATEGORY TOTALS ***		<u>15,500</u>	<u>679</u>	<u>11,001</u>	<u>71.0%</u>	<u>4,499</u>	<u>12,309</u>	<u>(2,772)</u>
OTHER/MISC.								
55009	BUSINESS RETENTION/EXPANSION	15,000	-	1,128	7.5%	13,872	-	1,128
55200	MEETING MEALS	3,000	1,145	3,905	130.2%	(905)	1,552	2,352
*** EXPENSE CATEGORY TOTALS ***		<u>18,000</u>	<u>1,145</u>	<u>5,033</u>	<u>28.0%</u>	<u>12,967</u>	<u>1,552</u>	<u>3,481</u>
DEBT SERVICE								
56005	REVENUE BOND PRIN PAYMENT	455,481	82,233	124,275	27.3%	331,206	46,480	77,796
56050	INTEREST- BONDED DEBT	130,484	60,455	83,203	63.8%	47,281	21,830	61,373
56054	PAY/ESCROW AGENT FEES	60,000	-	55,340	92.2%	4,660	-	55,340
*** EXPENSE CATEGORY TOTALS ***		<u>645,966</u>	<u>142,687</u>	<u>262,819</u>	<u>40.7%</u>	<u>383,147</u>	<u>68,310</u>	<u>194,508</u>
CAPITAL OUTLAY								
58000	CAPITAL OUTLAY	2,392,256	-	2,338,481	97.8%	53,775	-	2,338,481
*** EXPENSE CATEGORY TOTALS ***		<u>2,392,256</u>	<u>-</u>	<u>2,338,481</u>	<u>97.8%</u>	<u>53,775</u>	<u>-</u>	<u>2,338,481</u>
INTERFUND ACTIVITY								
59010	TRANSFER TO/FROM GENERAL FUND	48,404	2,614	26,143	54.0%	22,262	26,143	-
59570	TRANSFER TO FLEET FUND	250	-	183	73.2%	67		183
*** EXPENSE CATEGORY TOTALS ***		<u>48,404</u>	<u>2,614</u>	<u>26,143</u>	<u>54.0%</u>	<u>22,262</u>	<u>26,143</u>	<u>-</u>
*** TOTAL EXPENSE ***		<u>4,767,772</u>	- 196,455 -	<u>3,232,993</u>	- 67.8% -	<u>1,534,779</u>	- 384,101 -	<u>2,846,354</u>
PROJECTED ENDING FUND BALANCE		<u>\$ 3,120,325</u>		<u>\$ 4,408,112</u>			<u>\$ 4,004,461</u>	

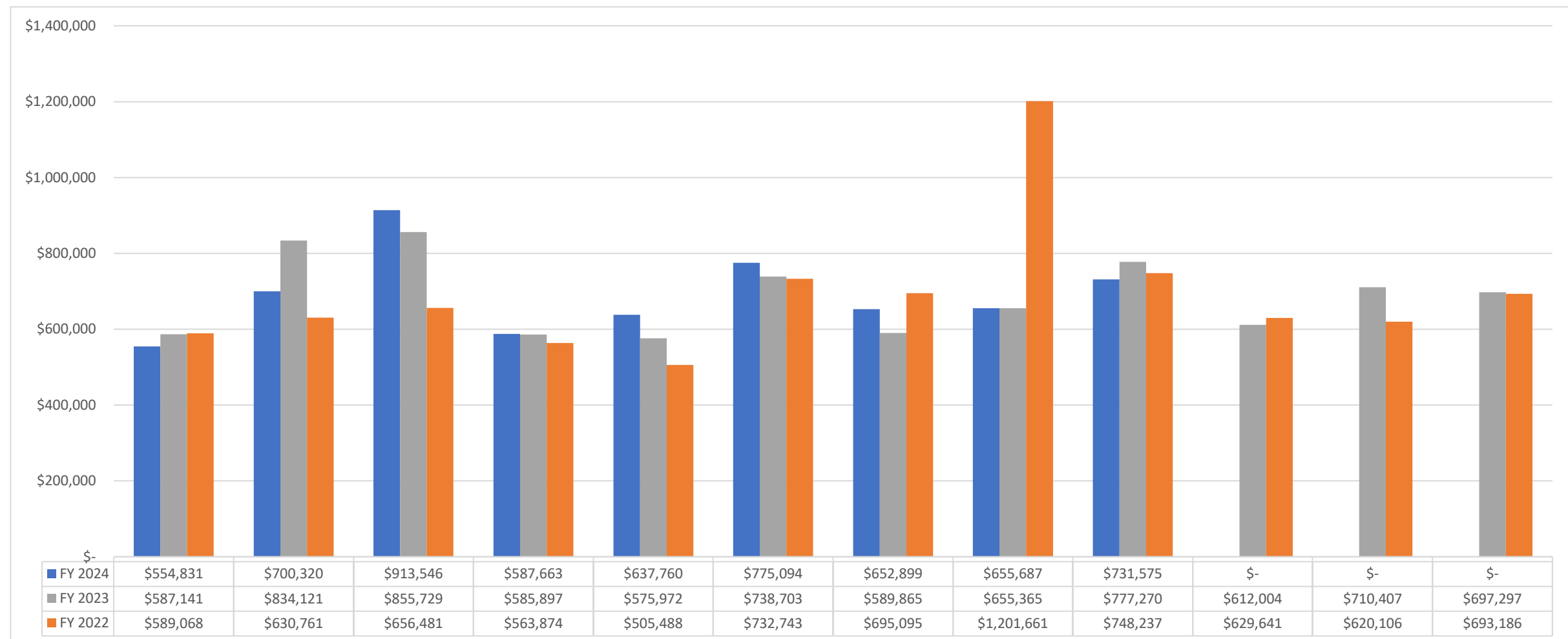


Sales Tax History: Fiscal Years 2022 - 2024

FY 2022				
	CITY	PEDC	TOTAL	CUMULATIVE
	83.33%	16.67%	100.00%	TOTAL
October	\$ 490,870	\$ 98,198	\$ 589,068	\$ 589,068
November	525,613	105,148	\$ 630,761	1,219,828
December	547,046	109,435	\$ 656,481	1,876,309
January	469,876	93,998	\$ 563,874	2,440,183
February	421,224	84,265	\$ 505,488	2,945,672
March	610,594	122,148	\$ 732,743	3,678,414
April	579,223	115,872	\$ 695,095	4,373,509
May	1,001,344	200,317	\$ 1,201,661	5,575,170
June	623,506	124,731	\$ 748,237	6,323,407
July	524,680	104,961	\$ 629,641	6,953,048
August	516,734	103,372	\$ 620,106	7,573,154
September	577,632	115,554	\$ 693,186	8,266,340
	\$ 6,888,341	\$ 1,377,999	\$ 8,266,340	

FY 2023				
	CITY	PEDC	TOTAL	CUMULATIVE
	83.33%	16.67%	100.00%	TOTAL
October	\$ 489,264	\$ 97,876	\$ 587,141	\$ 587,141
November	\$ 695,073	139,048	\$ 834,121	1,421,262
December	\$ 713,079	142,650	\$ 855,729	2,276,991
January	\$ 488,228	97,669	\$ 585,897	2,862,888
February	\$ 479,957	96,014	\$ 575,972	3,438,860
March	\$ 615,561	123,142	\$ 738,703	4,177,563
April	\$ 491,534	98,330	\$ 589,865	4,767,428
May	\$ 546,115	109,249	\$ 655,365	5,422,792
June	\$ 647,699	129,571	\$ 777,270	6,200,063
July	\$ 509,983	102,021	\$ 612,004	6,812,067
August	\$ 591,982	118,425	\$ 710,407	7,522,474
September	\$ 581,058	116,239	\$ 697,297	8,219,771
	\$ 6,849,535	\$ 1,370,236	\$ 8,219,771	

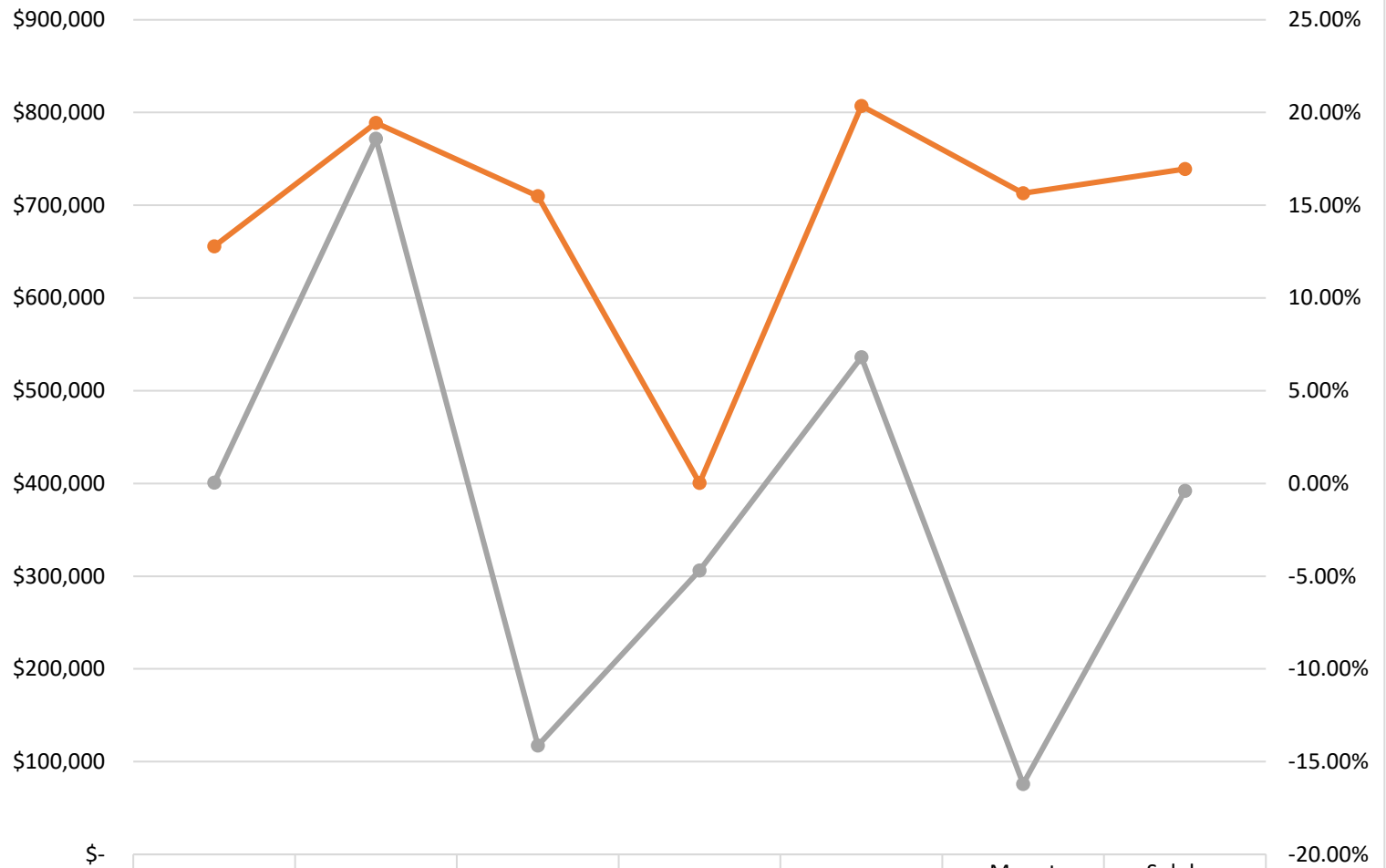
FY 2024				
	CITY	PEDC	TOTAL	CUMULATIVE
	83.33%	16.67%	100.00%	TOTAL
October	\$ 462,340	\$ 92,490	\$ 554,831	\$ 554,831
November	583,576	116,743	\$ 700,320	1,255,151
December	761,258	152,288	\$ 913,546	2,168,697
January	489,699	97,963	\$ 587,663	2,756,359
February	531,445	106,315	\$ 637,760	3,394,119
March	645,886	129,208	\$ 775,094	4,169,213
April	544,061	108,838	\$ 652,899	4,822,112
May	546,384	109,303	\$ 655,687	5,477,799
June	609,622	121,954	\$ 731,575	6,209,374
July	-	-	\$ -	6,209,374
August	-	-	\$ -	6,209,374
September	-	-	\$ -	6,209,374
	\$ 5,174,271	\$ 1,035,103	\$ 6,209,374	





Palestine Economic Development Corporation
Financial Statement
As of July 31, 2024

Sales Tax FY 2024 - May - Period 8



	Palestine	Athens	Henderson	Jacksonville	Kilgore	Mount Pleasant	Sulphur Springs
— \$ Sales Tax Received July-2024	655,686.62	788,744.77	709,843.07	400,426.48	807,201.25	712,949.60	739,192.15
— % Inc(+) Dec(-) from prior year	0.05%	18.59%	-14.13%	-4.69%	6.81%	-16.20%	-0.39%



Palestine Economic Development Corporation

Summary of Cash and Investment Activity

For the Month Ending: July 31, 2024

	Par Value	Market Value	Ratio Market-to-Book Value
Beginning Balances			
Cash	\$250,235.89	\$ 250,235.89	100.00%
Investments	\$3,827,965.76	\$3,827,965.76	100.00%
Total	4,078,201.65	\$4,078,201.65	100.00%
Activity			
Cash	(\$248,031.99)	(\$248,031.99)	
Investments	\$38,141.50	\$38,141.50	
Net Accretion & Amortization			
Purchases	492,000.00	492,000.00	
Maturities/Calls	(244,000.00)	(244,000.00)	
Changes to Market Value	-	727.00	
Net Monthly Activity	\$38,109.51	\$38,836.51	
Ending Balances			
Cash	\$2,203.90	2,203.90	100.00%
Investments	\$4,114,107.26	\$4,114,834.26	100.02%
Total	\$ 4,116,311.16	\$ 4,117,038.16	100.02%

Palestine Economic Development Corporation Summary of Cash and Investment Activity For the Month Ending: July 31, 2024												
Purchase Date	Maturity Date	CUSIP / CD Number	Security Type	Par Value	Coupon	Purchase			Book Value	Market Value	Gain / (Loss)	Days to Maturity
						Price	Yield	Principal				
N/A	N/A	N/A	Cash In Bank	\$ 250,204		\$ 100.000	1.000%	\$ 250,204	\$ 250,204	\$ 250,204	\$ -	1
N/A	N/A	N/A	TEXSTAR Investment Pool	3,083,267		\$ 100.000	5.290%	\$ 3,083,267	\$ 3,083,267	\$ 3,083,267	-	1
12/23/2022	12/23/2024	9497634P8	Wells Fargo Bank	249,000	4.50%	100.000	4.500%	249,000	249,000	248,385	-	145
7/19/2024	7/21/2025	89841MBG1	Trustone Financial Credit Union	248,000	5.10%	100.000	5.100%	248,000	248,000	248,640	-	355
7/31/2024	7/31/2025	291916AQ7	Empower Fed Credit Union	244,000	5.1	100.000	5.100%	244,000	244,000	244,703		365
Totals/Weighted Average				\$ 4,074,471			4.955%	\$ 4,074,471	\$ 4,074,471	\$ 4,075,199	\$ -	53
Benchmark - 4-Week Coupon Equivalent Treasury Bill Rate							5.370%					

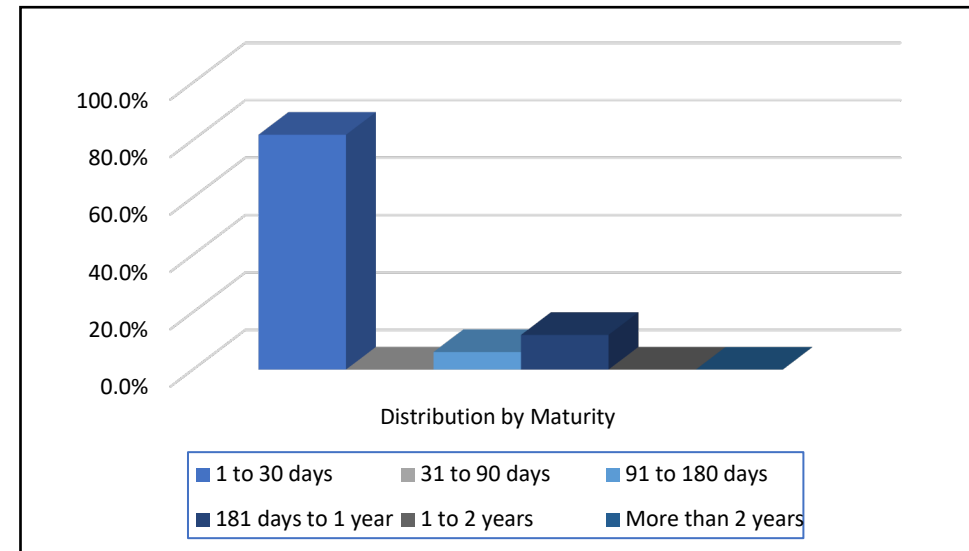
Palestine Economic Development Corporation

Summary of Cash and Investment Activity

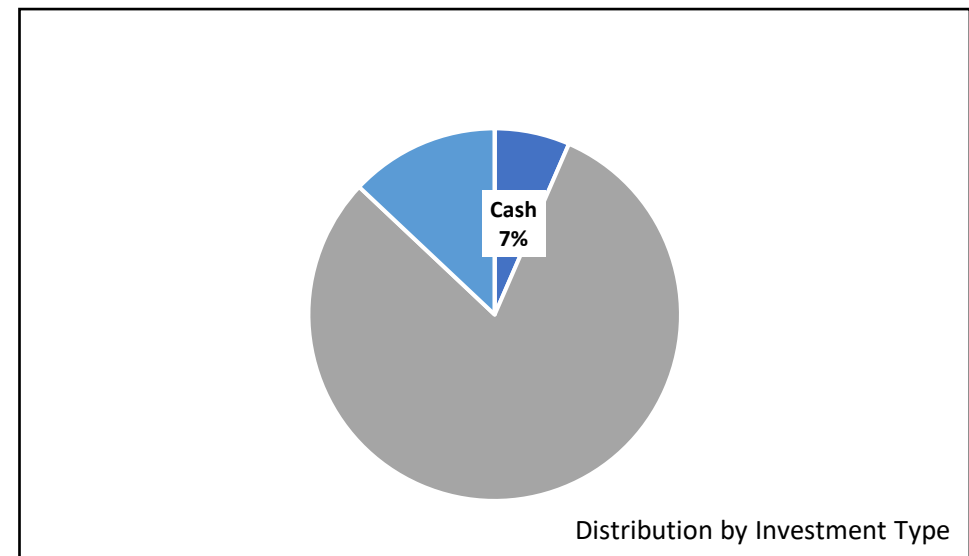
For the Month Ending: July 31, 2024

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Distribution by Maturity		
	Par Value	Percent
1 to 30 days	\$ 3,333,471	81.8%
31 to 90 days	-	0.0%
91 to 180 days	249,000	6.1%
181 days to 1 year	492,000	12.1%
1 to 2 years		0.0%
More than 2 years		0.0%
	<u>\$ 4,074,471</u>	<u>100.0%</u>



Distribution by Investment Type		
	Book Value	Percent
Cash	\$ 250,204	6.1%
US Agencies & Instrumentalities	-	0.0%
Eligible Investment Pools	3,083,267	75.7%
Certificates of Deposit	497,000	12.2%
US Treasury Bills / Notes / Bonds	-	0.0%
Money Market Mutual Funds		0.0%
Repurchase Agreements	-	0.0%
	<u>\$ 3,830,471</u>	<u>94.0%</u>



Palestine Economic Development Corporation
Monthly Interest
For the Month Ending: July 31, 2024

Cash	\$203.90
Investment Pool	\$ 10,685.04
CDs	\$ 6,917.07

Total Monthly Interest	\$17,806.01
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This monthly report is in full compliance with the investment strategies as established in the City's Investment Policies and the Public Funds Investment Act, Chapter 2256, Texas Government Code.



Andrew Sibai
Finance Director

Original Issue-12/1/2012

2,865,000

BOND DEBT SERVICE

City of Palestine, Texas

Sales Tax Revenue Bonds, Series 2012B (Taxable-PEDC)

Callable 8/15/2022 @ Par

Due Date	Fund	Interest Rate	Principal	Interest	Semi-Annual Debt Service	Fiscal Annual Debt Service	Principal Balance
2/15/2013		3.350%	-	18,396	18,395.69		\$ 2,865,000
8/15/2013	215		160,000	47,989	207,988.75	\$ 226,384.44	2,705,000
2/15/2014		3.350%	-	45,309	45,308.75		2,705,000
8/15/2014	215		180,000	45,309	225,308.75	\$ 270,617.50	2,525,000
2/15/2015		3.350%	-	42,294	42,293.75		2,525,000
8/15/2015	215		185,000	42,294	227,293.75	\$ 269,587.50	2,340,000
2/15/2016		3.350%	-	39,195	39,195.00		2,340,000
8/15/2016	215		190,000	39,195	229,195.00	\$ 268,390.00	2,150,000
2/15/2017		3.350%	-	36,013	36,012.50		2,150,000
8/15/2017	215		195,000	36,013	231,012.50	\$ 267,025.00	1,955,000
2/15/2018		3.350%	-	32,746	32,746.25		1,955,000
8/15/2018	215		205,000	32,746	237,746.25	\$ 270,492.50	1,750,000
2/15/2019		3.350%	-	29,313	29,312.50		1,750,000
8/15/2019	215		239,313	29,313	268,625.00	\$ 297,937.50	1,510,688
2/15/2020		3.350%	-	25,795	25,795.00		1,510,688
8/15/2020	215		215,000	25,795	240,795.00	\$ 266,590.00	1,295,688
2/15/2021		3.350%		21,703	21,702.77		1,295,688
8/15/2021	215		225,000	21,703	246,702.77	\$ 268,405.54	1,070,688
2/15/2022		3.350%		18,425	18,425.00		1,070,688
8/15/2022	215		230,000	18,425	248,425.00	\$ 266,850.00	840,688
2/15/2023		3.350%		14,573	14,572.50		840,688
8/15/2023	215		240,000	14,573	254,572.50	\$ 269,145.00	600,688
2/15/2024		3.350%		10,553	10,552.50		600,688
8/15/2024	215		245,000	10,553	255,552.50	\$ 266,105.00	355,688
2/15/2025		3.350%		6,449	6,448.75		355,688
8/15/2025	215		255,000	6,449	261,448.75	\$ 267,897.50	100,688
2/15/2026		3.350%		2,178	2,177.50		100,688
8/15/2026	215		100,688	2,178	102,865.00	\$ 105,042.50	-
			\$ 2,865,000	\$ 715,470	\$ 3,580,470	\$ 3,580,470	

The Bonds shall be designated as "PALESTINE ECONOMIC DEVELOPMENT CORPORATION SALES TAX REVENUE BONDS, TAXABLE SERIES 2012B," in the principal amount of \$2,865,000 for the purpose of refinancing the Loan used to pay certain project costs, under and in strict conformity with the Constitution and laws of the State of Texas, particularly the Act.

Original Issue-2/1/2016

525,000

BOND DEBT SERVICE

City of Palestine, Texas

Sales Tax Revenue Bonds, Series 2016 (Taxable-PEDC)

Non-Callable

Due Date	Fund	Interest Rate	Principal	Interest	Semi-Annual Debt Service	Fiscal Annual Debt Service	Principal Balance
2/15/2016		3.630%	-		-		\$ 525,000
8/15/2016	215		30,000	8,999.38	38,999.38	\$ 38,999.38	495,000
2/15/2017		3.630%	-	8,984.25	8,984.25		495,000
8/15/2017	215		45,000	8,984.25	53,984.25	\$ 62,968.50	450,000
2/15/2018		3.630%	-	8,167.50	8,167.50		450,000
8/15/2018	215		45,000	8,167.50	53,167.50	\$ 61,335.00	405,000
2/15/2019		3.630%	-	7,350.75	7,350.75		405,000
8/15/2019	215		50,000	7,350.75	57,350.75	\$ 64,701.50	355,000
2/15/2020		3.630%	-	6,443.25	6,443.25		355,000
8/15/2020	215		55,000	6,443.25	61,443.25	\$ 67,886.50	300,000
2/15/2021		3.630%		5,445.00	5,445.00		300,000
8/15/2021	215		60,000	5,445.00	65,445.00	\$ 70,890.00	240,000
2/15/2022		3.630%		4,356.00	4,356.00		240,000
8/15/2022	215		60,000	4,356.00	64,356.00	\$ 68,712.00	180,000
2/15/2023		3.630%		3,267.00	3,267.00		180,000
8/15/2023	215		60,000	3,267.00	63,267.00	\$ 66,534.00	120,000
2/15/2024		3.630%		2,178.00	2,178.00		120,000
8/15/2024	215		60,000	2,178.00	62,178.00	\$ 64,356.00	60,000
2/15/2025		3.630%		1,089.00	1,089.00		60,000
8/15/2025	215		60,000	1,089.00	61,089.00	\$ 62,178.00	-
\$ 525,000 \$ 103,561 \$ 628,561 \$ 628,561							

WHEREAS, the Corporation proposes to issue Sales Tax Revenue Bonds to purchase the land and the building at 100 Willow Creek Parkway, Palestine, Texas 75801 (the "Project") which is the location of the offices of the Corporation;

WHEREAS, the estimated cost of the Project is approximately \$550,000;

Original Issue-1-29-2021

1,015,000

DEBT SERVICE

City of Palestine, Texas

ETEX FIBER LOAN

Non-Callable until August 15, 2026

Due Date	Fund	Interest Rate	Principal	Interest	Semi-Annual Debt Service	Fiscal Annual Debt Service	Principal Balance
8/15/2021		2.671%	43,386	14,853	58,238.53	\$ 58,238.53	971,614
2/15/2022	215		45,263	12,976	58,238.53	\$ 116,477.06	928,228
8/15/2022		2.671%	45,867	12,371	58,238.53		882,361
2/15/2023	215		46,480	11,759	58,238.53	\$ 116,477.06	835,881
8/15/2023		2.671%	47,100	11,138	58,238.53		788,781
2/15/2024	215		47,729	10,509	58,238.53	\$ 116,477.06	741,052
8/15/2024		2.671%	48,367	9,872	58,238.53		692,685
2/15/2025	215		49,013	9,226	58,238.53	\$ 116,477.06	643,672
8/15/2025		2.671%	49,667	8,571	58,238.53		594,005
2/15/2026	215		50,331	7,908	58,238.53	\$ 116,477.06	543,674
8/15/2026		2.671%	51,003	7,236	58,238.53		492,671
2/15/2027	215		51,684	6,555	58,238.53	\$ 116,477.06	440,987
8/15/2027		2.671%	52,374	5,864	58,238.53		388,613
2/15/2028	215		53,074	5,165	58,238.53	\$ 116,477.06	335,539
8/15/2028		2.671%	53,782	4,456	58,238.53		281,757
2/15/2029	215		54,501	3,738	58,238.53	\$ 116,477.06	227,256
8/15/2029		2.671%	55,229	3,010	58,238.53		172,028
2/15/2030	215		55,966	2,272	58,238.53	\$ 116,477.06	116,061
8/15/2030		2.671%	56,714	1,525	58,238.53		59,348
2/15/2031	215		57,471	768	58,238.53	\$ 58,238.53	1,877
			\$ 1,015,000	\$ 149,771	\$ 1,164,771	\$ 1,164,771	

For a partnership with ETEX Comm to bring Fiber Optics Internet Service from Jacksonville to Palestine



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Discussion and possible action regarding a Downtown Grant Application & Perf. Agreement with Thorough Foods Company, LLC & 512 N. John, LLC.

SUMMARY:

Discussion and possible action regarding a Downtown Grant Application & Perf. Agreement with Thorough Foods Company, LLC & 512 N. John, LLC.

RECOMMENDED ACTION:

Staff recommends the board discuss and take possible action regarding a Downtown Grant Application & Perf. Agreement with Thorough Foods Company, LLC & 512 N. John, LLC.

Attachments

Thorough Food CDG Application
Thorough Food Co. LLC - Performance Agreement

**APPLICATION TO PALESTINE ECONOMIC DEVELOPMENT CORPORATION
DOWNTOWN GRANT PROGRAM**

1. Applicant/Applicants name(s): NICHOLAS VUKMARANCH
2. Type of grant(s) being requested:
☒ First Time Applicant
☐ Recurring Applicant
3. Applicants contact Information.
 - a. Phone 724-989-3826
 - b. Fax _____
 - c. Email NICK@thoroughfare.com
4. Physical address of property for which grant is being requested.
512 N JOHN ST. PALESTINE, TX 75801
5. Is the property in the Palestine Main Street Overlay District? ☒ Yes ☐ No
(Properties must be in the Main Street Overlay District to qualify for the PEDC Downtown Grant.)
6. Is the property in the Palestine Historic Overlay District? ☒ Yes ☐ No
(Historic district overlays can be found on the map at <https://downtowntx.org/palestine-texas>)
7. What is the Zoning for the property? ☒ CBD ☐ MUN ☐ RC ☐ I
(Zoning information can be found at cityofpalestinertx.com)
8. Is the property in the National Register's Palestine New Town Commercial Historic District? ☒ Yes ☐ No
(Historic District information can be found at <https://atlas.the.texas.gov/NR/pdfs/100007058/100007058.pdf>)
9. Is it a Contributing property? ☒ Yes ☐ No (Map on page 86^)
10. Is the property individually listed on the National Register of Historic Places? ☒ Yes ☐ No
11. Is the property a designated Palestine Historical Landmark? ☒ Yes ☐ No
12. Does this project contribute to the Rehabilitation or Stabilization of a Vacant or Blighted Building?
☒ Yes ☐ No
13. Current occupancy type LIGHT MANUFACTURING Occupancy type upon project completion LIGHT MANUFACTURING & RETAIL
14. Please provide the total square footage of the property: 32,000 sq ft
15. Is this a mixed-use (commercial & residential) property?
☐ Yes ☒ No

If so, please provide a breakdown of the square footage of the property based on current use:

Commercial: _____ sq ft

Residential: _____ sq ft

16. No. of Stories: 2
17. Business name, if applicable 512 N JOHN LLC
18. Mailing address 512 N JOHN ST. PALESTINE, TX 75801

19. This business is a

☐ Sole proprietorship

☒ Partnership

☐ Corporation

☐ Other _____

Please provide applicable business documentation such as DBA, Partnership Agreement, Corporate Charter, etc....

20. Please provide a brief description of business activity.

Retail/Commercial Bakery and Food Production Facility.

21. Is this property owned or leased by Applicant?

☒ Owned, please provide proof of ownership.

☐ Leased, please provide a copy of the lease agreement.

Name of Lessor _____

Address of Lessor _____

Lessor Contact: phone _____ email _____

22. Date business established in Palestine, TX, if applicable 2024

23. Number of employees, if applicable 6 Number of new employees, if applicable 15-20

24. Please provide a description of the proposed project:

Our project involves renovating and upgrading our manufacturing facility and retail bakery. Key tasks include, roof repair, installing grease trap, floor drains, renovating production rooms, upgrading electrical systems and lighting, replacing HVAC and refrigeration units, installing new equipment, and revitalizing retail area with new floors, paint, bathrooms, and lighting.

25. Proposed scope of work (Check all that apply):

Façade/Exterior Walls:

☐ TOTAL/MAJOR RESTORATION or ☒ PARTIAL RESTORATION OR MAINTENANCE

Including: ☐ Slipcover Removal ☐ Door(s) ☒ Window(s) ☐ Brick/Mortar ☐ Awning
☒ Weatherproofing/Sealing ☒ Power Wash/Cleaning ☒ Trim Paint ☒ Wall Paint*
☐ Other _____

Critical Building Components:

☒ REPLACEMENT OR MAJOR REPAIR or ☐ MINOR REPAIR OR MAINTENANCE

Including: ☐ Foundation ☐ Exterior Wall System ☒ Roof
☒ Plumbing ☐ Gas System ☒ Electrical ☒ Air Conditioning/Heat
☐ Other _____

Other Building Components:

☒ NEW INSTALLATION or ☐ MAJOR REPAIR OR REPLACEMENT

Including: ☐ Awning/Canopy (no signage) ☒ Grease Trap ☐ Dumpster Enclosure
☐ Fire Protection/Suppression ☐ Elevator/Lift (for any use) ☐ Ramp/Stairs
☒ Interior Painting ☐ Parking Lot/Driveway
☐ Other _____

Business/Property Signage:

☒ NEW SIGN/SIGNAGE PACKAGE or ☐ RESTORATION OF A HISTORIC SIGN

Texas Accessibility Standards (TAS) Upgrades:

- ☐ Removal of Architectural Barriers to provide accessible routes throughout buildings and facilities by replacement or modification to items such as doors, doorways, gates, ramps, curb ramps, elevators, platform lifts, etc.
- ☐ Provision of Communication and Signage that conveys information or instructions that is accessible and usable by people with disabilities, especially those with visual or hearing impairments. Examples include fire alarm systems with specified visual and tonal signals, signs with Braille and raised letters, assistive listening systems, etc.
- ☐ Renovation of Facilities and Amenities to include elements and features that provide services or convenience to users or visitors with disabilities, especially those with mobility or dexterity impairments. Examples include kitchens, kitchenettes, sinks, toilet facilities, bathing facilities, washing machines, clothes dryers, drinking fountains, dining surfaces, work surfaces, storage, etc.
- ☐ Technology and Digital Accessibility Upgrades to elements and features of buildings and facilities that involve the use of electronic devices or systems to access information or services. Examples of technology and digital accessibility include fire alarm systems, telephones, assistive listening systems, automatic teller machines (ATMs), fare machines, two-way communication systems, etc.
- ☐ Other Modifications to the design, installation, and operation of elements and features to be accessible and usable by people with disabilities, especially those with specific or unique needs or preferences, such as a clear floor or ground space, reach ranges, operable parts, seats, etc.

26. Amount of grant funds requested \$75,000
(Total possible funding per grant application is \$75,000 maximum)

27. Total projected cost of project \$500,000

28. Estimated start date of project 07/01/24

29. Estimated completion date of project 10/01/24

30. Please provide competitive cost estimates (bids) for each different scope of work from a minimum of two (2) licensed and bonded contractors or suppliers. Detailed cost estimates, including material types, paint color samples and finishes are required. If two cost estimates are unable to be obtained, a written declination to bid by a licensed and bonded contractor may be considered as a substitute for one of the required estimates.

31. Please provide any additional information which would further help describe this project, including paint color and chips, photographs, rendering of design, specifications, and other material to describe your project

32. Please attach photos of existing conditions.

33. Please provide any additional information you believe to be important concerning this grant application.

34. I (we) the undersigned do hereby acknowledge, certify, and agree:

A. Prior to the submission of this application, a copy of the Palestine Economic Development Corporation Downtown Grant Program Guidelines has been obtained, reviewed, and clearly understood and is incorporated as part of the Application.

B. The submission of this Application does not create any property, contract or other legal rights in any person or entity that obligates the PEDC to provide grant funding.

C. Applicant certifies that it, the company, its branches, divisions, and departments do not and will not knowingly employ an "undocumented worker" as that term is defined by the Program Guidelines. Applicant will repay the total amount of the grant amounts received with interest if the company is convicted of a violation under 8 U.S.C. Section 1324a. Repayment will be due no later than the 120th day after the date PEDC notifies the Applicant of the violation or as otherwise provided in the Grant Agreement.

D. Improvements will not commence prior to having received written approval for a grant from PEDC, execution of a Grant Agreement and approval of the City of Palestine City Council if necessary. The PEDC Board has the authority to consider grants in amounts of less than \$10,000 without requiring final approval from the City of Palestine City Council.

E. Applicant(s) do not currently have outstanding or otherwise delinquent financial obligations to PEDC or the City of Palestine such as liens, court fines, city utility bills, sales tax, or property taxes. Further, applicant is not currently a party to a pending or active lawsuit against PEDC or the City of Palestine.

F. Applicant(s) must obtain all applicable permits related to the improvement project prior to commencement.

G. Applicant(s) certify that all attached estimates have been obtained from independent, qualified contractors, who are in no way affiliated or related to the applicant or competing bidder.

H. This Application and all statements therein are true and correct, and it is executed under penalties of perjury.

Signed this the 11 day of JULY, 2024

Applicant [Signature] Applicant NICHOLAS VUKMARAVICH

[TO BE COMPLETED BY DEVELOPMENT SERVICES]

Based on the project information provided with this application and the research documented above, at a minimum the project will require the following from Development Services:

- ☐ No further municipal approvals
- ☐ Pre-Development Meeting - Recommended Date Scheduled _____
- ☐ Certificate of Appropriateness from HLC Date Received _____
- ☐ Historic Landmark Commission (HLC) Hearing Date Scheduled _____
- ☒ Sign Permit Application
- ☒ Main Street Advisory Board Review Date Scheduled _____
- ☒ Specific Use Permit Application *SUP approved by city council*
- ☐ Zoning Change Application
- ☐ Planning & Zoning Commission Hearing Date Scheduled _____
- ☐ City Council Meeting to Approve Specific Use Permit Date Scheduled _____
- ☐ Procedure for Commercial New Construction and Additions with Building Permit
- ☒ (Refer to checklist from Development Services for complete list of documents required)
- ☒ Procedure for Commercial Remodels and Repairs with Building Permit *3 trade permits - Plan review?*
- ☒ (Refer to checklist from Development Services for complete list of documents required)
- ☒ Multi-Trade Subcontractor Permit Application *(electrical, plumbing, mechanical)*
- ☐ Water and Sewer Tap Application
- ☒ Health Department Plan Review and Inspection
- ☒ Fire Inspection - *part of CO process*
- ☐ Public Works & Utilities Inspection
- ☒ Building Inspection *trade inspections and CO process*
- ☐ Clean and Show Application
- ☒ Certificate of Occupancy Application

Approval of HPO or Interim Director of Development Services:

Susan Davis

Date:

7/29/2024

Approval of Main Street District Coordinator:

Wendy Adams

Date:

7/29/2024

Note: Any changes to the project scope after the date indicated above will require review by the HPO or Director of Development Services!



1ST CHOICE

Carroll Plumbing

Ryan Goebel
512 North John Street
Palestine, TX 75801

(512) 779-6303

ESTIMATE	#849
EXPIRATION DATE	Jul 12, 2024
TOTAL	\$27,879.50

CONTACT US

414 E Spring St
Palestine, TX 75801

(903) 724-3282

office@carrollplumbingtx.com

ESTIMATE

Services	qty	unit price	amount
Prep Area / Grease Trap / To Tap	1.0	\$27,879.50	\$27,879.50

Interior:

Saw Cut / remove / repour up to 20 linear ft of concrete slab

Excavate saw cut areas to allow for installation of new sch40 pvc drain lines to 2 floor sinks, floor drain, and hand sink.

Core Drill through exterior beam to extend drain outside into smoking area

Provide floor sinks and floor drains but no other fixtures

Exterior:

Saw Cut / Remove / Repour up to 20 linear ft of concrete slab in smoking area

Excavate saw cut areas to allow for installation of new sch 40 drain line

Trench 140' to new city provided sewer tap (owner responsible)

Provide and install 1500 gallon grease trap with sample well

*Price includes no water or fixture installation

**Customer is responsible for providing all sinks and faucets at the time of installation

***A new price for needed above slab work will be provided once plans are set and overall work is known

Services subtotal: \$27,879.50

Subtotal	\$27,879.50
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Tax (Sales Tax 8.25%)	\$0.00
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Total	\$27,879.50
--------------	--------------------

Thank you for allowing us to serve you today!

Did we exceed your expectations? If for any reason you are not happy please call us and we will make it right.

Please take a moment of your time to write a positive online review, it means the world to us



Carroll Plumbing

1st Choice

512 North John Street
Palestine, TX 75801

(512) 779-6303
ryan@thoroughbreadtx.com

ESTIMATE	#878
SERVICE DATE	Jul 11, 2024
EXPIRATION DATE	Aug 10, 2024
TOTAL	\$22,975.00

CONTACT US

414 E Spring St
Palestine, TX 75801

(903) 724-3282
office@carrollplumbingtx.com

ESTIMATE

Services	qty	unit price	amount
Floor drains and floor sinks	1.0	\$22,975.00	\$22,975.00
Break out upto 140 ft of concrete, possibly core drill through exterior beam, may need city to install new tap if needed			
Install 4 floor drain			
2 floor sinks			
Tie in at 2 vents			
Tie into city line outside under sidewalk			

Services subtotal: \$22,975.00

Subtotal \$22,975.00

Tax (Sales Tax 8.25%) \$0.00

Total \$22,975.00

Thank you for allowing us to serve you today!

Did we exceed your expectations? If for any reason you are not happy please call us and we will make it right.



Please take a moment of your time to write a positive online review, it means the world to us



PO BOX 663
PALESTINE, TX 75802
903-729-3266

QUOTE

DATE	QUOTE #
3/21/2024	24534

NAME / ADDRESS
RYAN GOEBEL

PRICES GOOD FOR 30 DAYS

3.5% ADDITIONAL FEE FOR CREDIT CARD PAYMENTS

DESCRIPTION
LOCATION: 512 N JOHN, PALESTINE, TX WAYNE FURNISH LABOR, MATERIAL AND EQUIPMENT TO SAW CUT AND JACK HAMMER CONCRETE FLOOR AND DIG UP CAST IRON DRAIN LINE IN TWO SPOTS TO REPAIR SECTION OF GREASE LINE THAT HAS HOLE IN IT AND THE OTHER SPOT NEXT TO FLOOR DRAIN THAT IS BROKEN. INCLUDES REPLACING THE FLOOR DRAIN AND THE INSTALLATION OF A TWO WAY CLEAN OUT. BACK FILL DIRT AND POUR CONCRETE. CAMERA AND LOCATE THE REMAINDER OF GREASE LINE AND REPORT ANY ISSUES. JACK HAMMER CONCRETE IN PARKING LOT AND DIG UP MAIN SEWER LINE NEXT TO INTERCEPTOR AND REPAIR DRAIN LINE. CAMERA AND LOCATE REMAINDER OF SEWER LINE. REPLACE 40 GALLON NATURAL GAS WATER HEATER ABOVE BATHROOMS. INSULATE AND SUPPORT PEX PIPE IN WAREHOUSE. INCLUDES CITY PERMIT AND TAX. \$31,450.32

SIGNATURE

Regulated by the Texas State Board of Plumbing Examiners
PO Box 4200 Austin, TX 78765-4200, (512) 936-5200
Wesley Thomas LIC # M39396

E-mail
office@nechesplumbing.com



(361)230-2695

1919 Hwy. 35 North #36, Rockport, TX 78382
jandhplumbinginc@gmail.com

Texas State Board of
Plumbing Examiners
929 East 41st St., (Zip 78751)
P.O. Box 4200, Austin, TX 78765
Fax (512) 450-0537
Ofc (800) 245-6584

Telephone #: _____ Cell#: (572) 779-6303 Email: _____

tunnel under sidewalk to tie into cityline outside

Job #: _____
PO #: _____

P.O. #: _____

Cash ☐ Check ☐ Visa ☐ Mastercard ☐
\$30 CHARGE ON RETURNED CHECKS
Payment is due when services are rendered

licence #. M-43103



1ST CHOICE

Quality Cool Air, Inc

929 County Road 1080
Fairfield, TX 75840

(903) 879-3039
kellistamper19@gmail.com

ESTIMATE	#200672
ESTIMATE DATE	Jul 11, 2024
TOTAL	\$77,500.00

CONTACT US

2214 W Reagan St
Palestine, TX 75801

(903) 724-0508
kayla@qualitycoolair.com

ESTIMATE

Services	qty	unit price	amount
Eilenberger's Bakery Repairs, replacement parts, and maintenance to facility.	1.0	\$5,000.00	\$5,000.00
Refrigeration system for Proofer Replacement HeatCraft 3HP R449A refrigeration system with 2) hanging evaporator coils, txv's, defrost controls, control wiring, ACR copper tubing lineset, all materials and labor for a complete system installed and put into operation. Warranty:5 year parts and 1 year labor.	1.0	\$22,500.00	\$22,500.00
Replacement System for production area Friedric 5T 13.8 SEER2 R410A Heat Pump system, suspended from ceiling away from workflow, all necessary components for a complete system installed and put into operation.	1.0	\$15,000.00	\$15,000.00
Warehouse exhaust and ventilation Interlocking controls for motorized fresh air louvered intakes, in coordination with powered exhaust fans.	1.0	\$10,000.00	\$10,000.00
Replacement Equipment for storage 2) 5T 13.8 SEER2 Heat Pump systems, closet installation kits, condenser saver kits, crane rental, permits, all materials and labor for a replacement system installed and put into operation.	2.0	\$10,000.00	\$20,000.00
Re-purpose and remodel existing HVAC systems Tear out, remove, and add ductwork to 2) existing systems to accommodate the remodel of facility.	1.0	\$5,000.00	\$5,000.00

Services subtotal: \$77,500.00

Subtotal	\$77,500.00
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Tax (Texas 8.25%)	\$0.00
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Total	\$77,500.00
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**EAST TEXAS REFRIGERATION
Air Conditioning & Heating**

COMMERCIAL & RESIDENTIAL

www.ETRHVAC.com

(903) 581-3771

4700 Old Troup Hwy. Tyler, TX 75707

TACLA22565C

PROPOSAL AND ACCEPTANCE



TRANE

It's Hard To Stop A Trane.

OWNER-GENERAL CONTRACTOR THOROUGHREAD	PHONE (512) 779-6303	DATE March 12, 2024	
ADDRESS 1709 BLUEBONNET LANE	JOB NAME 512 N. JOHN STREET		
CITY, STATE, ZIP AUSTIN TX 78704	LOCATION PALESTINE TX 75801		
ATTN: RYAN	E-MAIL ryan@thoroughbreadatx.com	ENGINEER RTE ENGINEERING	
		BID DATE 12-Mar	
		BID TIME 2:00	

WE HEREBY SUBMIT SPECIFICATIONS AND A COST PROPOSAL FOR

WE RECOMMEND REPLACEMENT OF THE SYSTEMS LISTED BELOW DUE TO AGE, R-22 REFRIGERANT AND/OR MECHANICAL FAILURE:

UNITS 50, 55, 57, 58, 59: PROVIDE & INSTALL (5) TRANE 5 TON 230v 3ph 14 SEER R-410a SPLIT SYSTEMS. INCLUDES NEW THERMOSTAT, REMOVAL AND DISPOSAL OF OLD EQUIPMENT.....\$ 42,690.00

UNITS 63 and 65: PROVIDE & INSTALL (2) TRANE 4 TON 230v 3ph 14 SEER R-410a SPLIT SYSTEMS. INCLUDES NEW THERMOSTAT, REMOVAL AND DISPOSAL OF OLD EQUIPMENT.....\$ 15,344.00

UNIT 61: PROVIDE & INSTALL (1) TRANE 4 TON 230v 1ph 14 SEER R-410a SPLIT SYSTEM. INCLUDES NEW THERMOSTAT, REMOVAL AND DISPOSAL OF OLD EQUIPMENT.....\$ 7,479.00

UNIT 61: PROVIDE & INSTALL (1) TRANE 3 TON 230v 1ph 14 SEER R-410a SPLIT SYSTEM. INCLUDES NEW THERMOSTAT, REMOVAL AND DISPOSAL OF OLD EQUIPMENT.....\$ 6,523.00

PAYMENT TO BE MADE AS FOLLOWS-----

PER CONTRACT

Pricing valid for 30 days from the date of proposal

Authorized Signature:

WARRANTY & WARRANTY SERVICE POLICY: All equipment, material, and labor furnished by ETR will have a (1) year parts & labor warranty from the date of installation against defects in workmanship, materials, and mechanical failure. The MFG will have additional parts only warranty effective after on line warranty registration. Warranty related calls will only be scheduled during normal working hours and do not include acts of nature, filters, condensate drains, tripped breakers, thermostat operation, Wi-Fi, or networking issues. Signing this proposal authorizes work to proceed with payment due upon completion per this agreement. In the event payment terms are not met ETR will utilize all lien and legal remedies available in the state of Texas to collect. Additionally failure to remit payment will result in the warranty associated with this install being revoked until payment is made. Warranty on evaporator coils that develop a refrigerant leak and are installed in a spray foam environment shall be void in the presence of formicary corrosion.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

DOWNTOWN GRANT PERFORMANCE AGREEMENT

This Downtown Grant Performance Agreement ("GRANT AGREEMENT") is executed by and between the Palestine Economic Development Corporation, a Texas Section 4B Economic Development Corporation ("PEDC"), whose address is 100 Willow Creek Pkwy. Suite A, Palestine, Texas 75801, Thorough Food Company LLC, a Texas limited liability company whose current address is 1709 Bluebonnet Lane, Austin, Texas 78704 ("Applicant 1"), and 512 N John LLC ("Applicant 2"), a Texas limited liability company whose current address is 1709 Bluebonnet Lane, Austin, Texas 78704. For the purposes of this Downtown Grant Performance Agreement, Applicant 1 and Applicant 2 may be referred to herein collectively as "APPLICANTS."

RECITALS

WHEREAS, the PEDC is an Economic Development Corporation, organized under the Texas Development Corporation Act of 1979, Article 5190.6, Section 4B of Vernon's Texas Civil Statutes, now Section 501 et seq. of the Texas Local Government Code (the Act), and authorized by the City of Palestine, Texas (City);

WHEREAS, the PEDC has adopted, and the City approved, a Downtown Grant Program ("GRANT PROGRAM");

WHEREAS, the APPLICANTS submitted their Application dated July 11, 2024, for a Downtown Grant ("APPLICATION"); and

WHEREAS, the APPLICANTS plan to make real property capital investments of **One Hundred Five Thousand Three Hundred Seventy-Nine Dollars and Fifty Cents (\$105,379.50)** for the purposes of remodeling an existing HVAC system, installing a refrigeration system, replacing a heat pump, and plumbing upgrades at the business property owned by 512 N John LLC and the business operated by Thorough Food Company located at 512 N John St, Palestine, TX 75801 ("PROJECT"). PEDC has found that the proposed improvements of Applicant 2'S property and the operation of the business by Applicant 1 at that property will encourage economic development in the City, will retain and create full-time primary jobs, and will add to the ad valorem tax rolls of the City and other local taxing entities, and the PEDC and City have approved a cash performance grant to APPLICANTS that matches funds expended by APPLICANTS not to exceed a grant of **Seventy-Five Thousand Dollars and No Cents (\$75,000.00) ("GRANT")**.

NOW, THEREFORE, in consideration of mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. APPLICANTS' OBLIGATIONS

1.1. The GRANT PROGRAM, APPLICATION, and APPLICATION GRANT APPROVAL are incorporated herein by reference as if specifically set forth herein.

1.2. APPLICANTS accept such grant subject to PEDC and City approval.

1.3. APPLICANTS recognize that, pursuant to the terms and provisions of Texas law, this GRANT AGREEMENT will not be valid and binding on PEDC until it is approved by the City Council of the City of Palestine, Texas.

1.4. APPLICANTS will secure completion of the improvements in compliance within their APPLICATION, the GRANT APPLICATION APPROVAL, and the GRANT PROGRAM before May 26, 2025.

1.5. APPLICANTS will obtain all permits required by the CITY or otherwise required by other government authorities for the improvement project.

1.6. PEDC, by its designated representative, shall have the right to inspect during the construction of the improvements and, following APPLICANTS' notice of completion, to evaluate APPLICANTS' compliance with the APPLICATION, the GRANT APPLICATION APPROVAL, and the GRANT PROGRAM.

2. FUNDING

2.1. APPLICANTS will be provided with 50% of the total grant award upon execution of this GRANT AGREEMENT.

2.2. APPLICANTS shall provide PEDC with written notification of project completion by certified mail, return receipt requested, stating that all improvements have been completed in accordance with the APPLICATION and GRANT APPLICATION APPROVAL and GRANT PROGRAM, and that full payments have been made for all labor and materials with attached payment receipts for materials and labor, required permits, inspection reports, and project photographs.

2.3. Upon PEDC'S receipt of APPLICANTS' notification of completion, an on-site inspection may be made by a representative or representatives of PEDC. Such inspection shall not be considered in any way as a reflection of PEDC'S approval on the quality, safety, or reliability of the improvements, such being the sole responsibility of APPLICANTS.

2.4. Following on-site inspection, PEDC will review the findings and may request additional information if needed and then either notify the APPLICANTS of compliance or identify items of non-compliance. APPLICANTS shall correct the items of non-compliance within thirty (30) days of notice thereof or this GRANT AGREEMENT shall be immediately cancelled and the APPLICANTS shall immediately refund of all grant monies received to date, if any.

2.5. Upon the PEDC board of directors making a finding of completion of the project, as per the terms of the APPLICATION, the GRANT APPLICATION APPROVAL and the GRANT

AGREEMENT, the PEDC shall pay the APPLICANTS the remaining 50% of the total grant award.

3. REPRESENTATION AND WARRANTIES

APPLICANTS represent and warrant to PEDC that:

3.1. APPLICANTS have the power and authority, corporate or otherwise, to conduct their business and to perform all of their obligations under this GRANT AGREEMENT.

3.2. APPLICANTS' execution, delivery, and performance of this GRANT AGREEMENT has been duly authorized by all necessary action, corporate or otherwise, and does not and will not violate any provision of any existing law, rule, regulation, contract, or lien by which APPLICANTS or their property or assets are bound or affected.

3.3. To the best of APPLICANTS' knowledge neither it, nor any division, branch, subsidiary, or related agency of the APPLICANTS, is a party to any administrative or legal proceeding that is active or threatened against the APPLICANTS or APPLICANTS' officers which may result in any material adverse change in APPLICANTS' business operations or assets which may be the subject of this GRANT AGREEMENT.

3.4. APPLICANTS represent and warrant that they are not engaged in business with Iran, Sudan, or a foreign terrorist organization, as prohibited by Section 2252.152 of the Government Code.

3.5. Information, documentation, and other material in connection with the GRANT AGREEMENT may be subject to public disclosure pursuant to Chapter 552 of the Government Code (the "**Public Information Act**"). To the extent, if any, that any provision of the Agreement is in conflict with the Public Information Act, such provision shall be void and have no force or effect.

In accordance with Section 2252.907 of the Government Code, APPLICANTS are required to make any information created or exchanged with the PEDC pursuant to the GRANT AGREEMENT, regardless of contrary provisions contained herein, and not otherwise excepted from disclosure under the Public Information Act, available in a format that is accessible by the public at no additional charge to the PEDC.

3.6. **No Indemnification by the PEDC.** APPLICANTS and the PEDC expressly acknowledge that the PEDC'S authority to indemnify and hold harmless any third party is governed by Article XI, Section 7, of the Texas Constitution and any provision that purports to require indemnification by the PEDC is invalid. Nothing in this GRANT AGREEMENT requires that the PEDC incur debt, assess or collect funds, or create a sinking fund.

3.7. APPLICANTS are aware of the limitations imposed on this GRANT and the use of funds by law and acknowledge that the funds herein granted shall be utilized solely for purposes authorized under law and by the terms of this GRANT AGREEMENT. In the event that an audit determines that the financial incentives granted under this GRANT AGREEMENT were not used

for proper purposes, APPLICANTS agree to reimburse PEDC for the sums of money spent for purposes not authorized by law or this GRANT AGREEMENT, with interest at the rate periodically announced by the Wall Street Journal as the prime or base commercial lending rate, or if the Wall Street Journal shall ever cease to exist or cease to announce a prime or base lending rate, then at the annual rate of interest from time to time announced by Citibank, N.A. (or by any other New York money center bank selected by the City) as its prime or base commercial lending rate. The payment of interest shall be from the date that the money was spent for purposes not authorized by law or this GRANT AGREEMENT.

3.8. APPLICANTS do not and will not knowingly employ an undocumented worker, as that term is defined by Tex. Gov't. Code Sec. 2264.001, directly or indirectly through a contractor or subcontractor. If, after receiving the funds herein granted, APPLICANTS are convicted of a violation under 8 U.S.C. § 1324a(t), APPLICANTS shall repay the amount of the grant paid by PEDC to APPLICANTS with interest at the rate periodically announced by the Wall Street Journal as the prime or base commercial lending rate, or if the Wall Street Journal shall ever cease to exist or cease to announce a prime or base lending rate, then at the annual rate of interest from time to time announced by Citibank, N.A. (or by any other New York money center bank selected by the City) as its prime or base commercial lending rate. The payment of interest shall be, no later than 120 days after the date that APPLICANTS receive notification of such a violation.

3.9. APPLICANTS shall fully comply with all local, state and federal laws applicable or otherwise implicated by APPLICANTS' receipt of funds under this GRANT PROGRAM, which includes but is not limited to APPLICANTS' compliance with Title VII, Civil Rights Act of 1964, as amended, the Texas Labor Code, the Drug Free Workplace Act of 1988, and the Americans with Disabilities Act, as well as APPLICANTS' refraining from discrimination of persons based on race, color, religion, sex (including pregnancy, childbirth, and related medical conditions; sexual orientation), national origin, disability, age, citizenship status, genetic information, political affiliation or participation in civil rights activities. Furthermore, while the City of Palestine fully supports the exercise of freedom of speech, the City of Palestine will not financially support or fund projects that incorporate or promote ideas of hate or which are intended to vilify, humiliate, or incite hatred against a group or a class of persons on the basis of race, religion, skin color, sexual identity, gender identity, ethnicity, disability or national origin.

3.10. APPLICANTS will use all commercially reasonable efforts to continue operations in Palestine, Anderson County, Texas.

3.11. APPLICANTS shall timely pay all ad valorem taxes due and owed by them to the CITY and all other taxing authorities having jurisdiction over the APPLICANTS' property. APPLICANTS shall also timely pay any and all water and sewer bills owed to the CITY. In addition, APPLICANTS shall timely pay all employment, income, franchise, and other taxes owed by them to all local, state, and federal government entities.

3.12. APPLICANTS shall properly notify the Anderson County Appraisal District of all capital improvements, personal property, and equipment and shall list the City of Palestine as the taxable situs of all capital improvements, personal property, and equipment located on the property.

3.13. If APPLICANTS' operations, past or present, cause the CITY or PEDC to be fined by any governmental entity, this AGREEMENT shall terminate immediately and the PEDC will have no further obligations under this GRANT AGREEMENT and APPLICANTS shall immediately repay the CITY or PEDC for such fines, penalties, and expenses within thirty (30) days.

3.14. If the business property, that being 512 N John St. Palestine, Texas 75801, is sold, conveyed, or utilized for a purpose not originally intended by the GRANT APPLICATION within two (2) years of grant funding being awarded to APPLICANTS, APPLICANTS shall be required to immediately reimburse the PEDC for the full amount of the grant.

3.15. APPLICANTS shall retain four (4) full-time employees at the business property and to hire five (5) new full-time employees at the business property within two (2) years of grant funding being awarded to APPLICANTS.

3.16 On December 31, 2024, December 31, 2025, and upon the completion of the term of this agreement as defined in Section 6.01, APPLICANTS shall provide verification of employment for each full-time employee employed by APPLICANTS at the business property during the immediately preceding year using the Employment Verification Form provided by the PEDC.

3.17 The obligations and liabilities of each Applicant 1 and Applicant 2 shall be joint and several.

4. REMEDIES

4.1. Upon default, the non-defaulting party shall have the right to seek any remedy available in law or equity including, termination of this GRANT AGREEMENT, recovery of GRANT funds, and pre-judgment and post-judgment interest at the rate provided by law or as otherwise provided by this GRANT AGREEMENT (whichever is greater).

4.2 **Attorney's Fees.** Except as otherwise expressly provided herein, each party shall bear its own costs and attorney's fees in connection with this Agreement, including any dispute relating thereto.

5. MISCELLANEOUS PROVISIONS

5.1. All representations, warranties, covenants, and agreements, as well as rights and benefits for the parties to this GRANT AGREEMENT shall survive the payment of grant funds to APPLICANTS.

5.2. This GRANT AGREEMENT may not be assigned by APPLICANTS without the prior written consent of PEDC. No such assignment shall relieve APPLICANTS of any of their obligations under this GRANT AGREEMENT.

5.3. The GRANT AGREEMENT may not be amended, modified, altered, or changed unless in writing, signed by both parties to this GRANT AGREEMENT and approved by the City of Palestine.

5.4. APPLICANTS SHALL INDEMNIFY AND HOLD THE PEDC, ITS EMPLOYEES, AND ITS AGENTS HARMLESS FOR ANY DAMAGES, BOTH PERSONAL AND PROPERTY, WHICH MAY RESULT DIRECTLY OR INDIRECTLY FROM ANY INCIDENT ASSOCIATED WITH PROJECT BOTH DURING AND AFTER CONSTRUCTION, AND THAT PEDC, ITS EMPLOYEES, AND ITS AGENTS SHALL NOT BE LIABLE FOR ANY DEBTS INCURRED IN ASSOCIATION WITH THE EXECUTION AND COMPLETION OF THE SUBJECT PROJECT OF THIS APPLICATION.

PEDC, ITS EMPLOYEES, AND ITS AGENTS, DO NOT ATTEST TO THE QUALITY, SAFETY, OR CONSTRUCTION OF A PROJECT ELIGIBLE FOR, OR RECEIVING GRANT FUNDING. THEREFORE, PEDC, ITS EMPLOYEES AND AGENTS SHALL BE HELD HARMLESS BY THE APPLICANTS FOR ANY PROJECT WHOSE APPLICATION HAS BEEN APPROVED OR HAS RECEIVED ACTUAL GRANT FUNDING.

5.5. Severability. In the event of any one or more words, phrases, clauses, sentences, paragraphs, sections, or other parts of this Agreement, or the application thereof to any person, firm, corporations, or circumstance, shall be held by a court of competent jurisdiction to be invalid or unconstitutional for any reason, then the application, invalidity, or unconstitutionality of such words, phrases, clauses, sentences, paragraphs, sections, or other parts of this Agreement shall be deemed to be independent of and severable from the remainder of this Agreement, and the application, validity, or constitutionality of the remaining parts of this Agreement shall not be affected thereby.

5.6. This GRANT AGREEMENT shall be binding upon an inure to the benefit of the parties and their respective heirs, administrators, and assigns.

5.7. No failure or delay on the part of the PEDC in exercising any right, power, or exercise hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any such right, power, or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy hereunder. No notice to or demand on APPLICANTS in any case shall entitle APPLICANTS to any other or further notice or demand in similar or other circumstances.

5.8. All notices, consents, requests, demands, and other communication hereunder shall be in writing and shall be deemed to have been duly given to the party hereto if mailed by certified mail, prepaid, to the APPLICANTS' addresses shown above as first written.

5.9. Time is of the essence of this agreement.

5.10. Neither party will be liable for delays or failure in its performance hereunder to the extent that such delay or failure is caused by acts of God, war, terrorism, or threats of terrorism, natural disaster, strike, lockout, labor dispute, work stoppage, fire, third-party criminal act, quarantine restriction, epidemic, pandemic, act of government, or other events outside of the reasonable

control of a party (a “Force Majeure Event”); provided that the delayed party took reasonable precaution to prevent the impact of the Force Majeure Event.

5.11. This GRANT AGREEMENT shall be deemed a contract made under the laws of the State of Texas and for all purposes shall be construed in accordance with the Laws of said State. The venue shall be in Anderson County, Texas.

5.12. The providing of this GRANT AGREEMENT by PEDC to APPLICANTS by any means of delivery constitutes an offer by PEDC to APPLICANTS to accept this GRANT AGREEMENT on the terms and conditions contained therein, subject to approval by the City of Palestine City Council. If APPLICANTS have not accepted the offer by ninety (90) days from the date approved by the City Council of the City of Palestine, Texas, the offer will lapse, and the offer and this GRANT AGREEMENT shall become null and void.

6. TERM

6.1. This GRANT AGREEMENT shall be effective on the date of the last signature below. The GRANT AGREEMENT shall terminate two years from the date that the PEDC board of directors makes a finding of completion of the project pursuant to Section 2.5 of this GRANT AGREEMENT or earlier as otherwise terminated according to the provisions of this GRANT AGREEMENT.

AGREED and **SIGNED** to be effective as of the Effective Date.

For the Applicant(s):

Thorough Food Company LLC:

By _____ Date _____
Nicholas Vukmaravich, Owner

512 N John LLC:

By _____ Date _____
Nicholas Vukmaravich, Owner

For the PEDC:

Palestine Economic Development Corporation

By _____ Date _____
Dan Bochsler, Board President

APPROVED:

City of Palestine, Texas

By _____ Date _____
Mitchell Jordan, Mayor



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Discussion and possible action regarding a Community Development Grant application and Performance Agreement with the City of Palestine Parks Dept.

SUMMARY:

Discussion and possible action regarding a Community Development Grant application and Performance Agreement with the City of Palestine Parks Dept.

RECOMMENDED ACTION:

Staff recommends discussion and possible action by the board regarding a Community Development Grant application and Performance Agreement with the City of Palestine Parks Dept.

Attachments

Parks Dept. CDG Application
Performance Agreement



PALESTINE ECONOMIC DEVELOPMENT CORPORATION Community Development Grant Application

IMPORTANT:

- Please read the "*Palestine Community Development Grant Program Guidelines & Criteria*" prior to completing this application.
- The Grant Guidelines & Criteria and Application are available at www.palestinetexas.net; by calling 903.729.4100 or by emailing edcadmin@palestine-tx.org
- Please call to discuss your plans for submitting an application **in advance** of completing the form. Completed application and all supporting documents are required to be submitted electronically for consideration by the PEDC Board. Please submit the application to:

edcdirector@palestine-tx.org

Applications must be completed in full, using this form, and received by PEDC electronically, or in person.

Funding requested must meet the following criteria:

Project Grant

Quality of Life projects that are eligible for funding in accordance with the Type B sales tax statute (refer to examples in Grant Guidelines) and that advance the mission of PEDC.

APPLICATION

ORGANIZATION INFORMATION

Name:

Federal Tax I.D.:

Incorporation Date:

Mailing Address:

City

ST:

Zip:

Phone:

Fax:

Email:

Website:

Check One:

- ☐ Nonprofit – 501(c)(3) Attach a copy of IRS Determination Letter
☐ Governmental entity
☐ Other

Professional affiliations and organizations to which your organization belongs:

REPRESENTATIVE AUTHORIZED TO COMPLETE / SUBMIT APPLICATION:

Name:

Title:

Mailing Address:

City:

ST:

Zip:

Phone:

Fax:

Email:

DESIGNATED CONTACT FOR COMMUNICATION BETWEEN PEDC AND ORGANIZATION:

Name:

Title:

Mailing Address:

City:

ST:

Zip:

Phone

Fax:

Email:

FUNDING

Total amount requested:

Matching Funds Available:

PROJECT

Start Date:

Completion Date:

BOARD OF DIRECTORS *(may be included as an attachment)*

LEADERSHIP STAFF *(may be included as an attachment)*

Using the outline below, provide a written narrative no longer than 5 pages in length:

I. Applying Organization

Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.

Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project for which funds are requested.

II. Project

- Outline details of the Project for which funds are requested. Include information regarding scope, goals, objectives, target audience.
- Describe how the proposed Project fulfills strategic goals and objectives for your organization.
- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.
- Include the location for Project.
- Provide a timeline for the Project.
- Detail goals for growth/expansion in future years.

Project Grants – please complete the section below:

- | | | |
|-----------------------------|------------------------------|-----------------------------|
| • An expansion/improvement? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A multi-phase project? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A new project? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Has a feasibility study or market analysis been completed for this proposed project? *If so, please attach a copy of the Executive Summary.*

Provide specific information to illustrate how this Project aligns with one or more of the goals and strategies adopted by Palestine Economic Development Corporation:

- Eligible for PEDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to PEDC Grant Guidelines & Criteria)
- Support cultural, sports, fitness, entertainment and community projects that attract resident and visitor participation and contribute to quality of life, business development and growth of Palestine sales tax revenue
- Highlight and promote Palestine as a unique destination for residents and visitors alike
- Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of Palestine
- Demonstrate informed financial planning – addressing long-term costs, budget consequences and sustainability of projects for which funding is requested
- Educate the community about the impact local dining and shopping has on investment in quality of life improvements in Palestine

Indicate which goal(s) listed above will be supported by the proposed Project:

Has a request for funding, for this Project, been submitted to PEDC in the past?

☐ Yes ☐ No If yes, list date of submittal: _____

III. Financial

- Provide an overview of the organization's financial status including the impact of this grant request on organization mission and goals.
- Please attach your budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.

What is the estimated total cost for this Project?

\$

(Include a budget for the proposed Project)

What percentage of Project funding will be provided by the Applicant?

Are Matching Funds available? ☐ Yes

☐ No

Cash \$ Source % of Total

In-Kind \$ Source % of Total

Are other sources of funding available? *If so, please list source and amount.*

Have any other federal, state, or municipal entities or foundations been approached for funding? *If so, please list entity, date of request and amount requested.*

IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization, for the Project for which you are requesting funding – and how they are designed to help you achieve current and future goals.

V. Metrics to Evaluate Success

Outline the metrics that will be used to evaluate success of the proposed Project. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.

Acknowledgements

If funding is approved by the PEDC board of directors, Applicant will assure:

- The Project for which financial assistance is sought will be administered by or under the supervision of the applying organization;
- All funds awarded will be used exclusively for the purpose described in this application;
- PEDC will be recognized in all marketing, outreach, advertising and public relations as a funder of the Project. Specifics to be agreed upon by applicant and PEDC and included in an executed performance agreement;
- Organization's officials who have signed the application are authorized by the organization to submit the application;
- Applicant will comply with the PEDC Grant Guidelines in executing the Project for which funds were received.
- A final report detailing the success of the Project, as measured against identified metrics, will be provided to PEDC no later than 30 days following the completion of the Project.
- An Applicant may submit a request for a partial reimbursement during the course of the Project but prior to the Project's final completion. Requests for partial reimbursement received prior to final Project completion may not exceed 80% of the total approved Project grant amount. Requests for partial reimbursement submitted to the PEDC must be accompanied by copies of paid invoices/receipts and proof of payment and release of liens. Once verified, PEDC Board approval will be required before payment is delivered to the Applicant. The remaining 20% of the grant proceeds may be paid to the Applicant following the PEDC's receipt of all paid invoices/receipts, proof of

payment and release of liens; documentation of fulfillment of obligations to PEDC, including the Applicant's final report on the Project.

- The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120th day after the date the PEDC notifies the applicant of the violation.

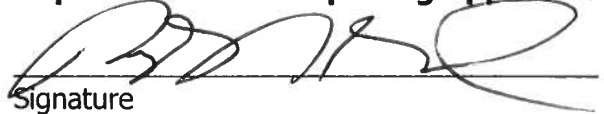
We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.

Chief Executive Officer



Signature

Representative Completing Application



Signature

Printed Name Teresa Herrera

Printed Name Patsy Smith

Date July 24, 2024

Date 7-24-24

INCOMPLETE APPLICATIONS, OR THOSE RECEIVED AFTER THE DEADLINE, WILL NOT BE CONSIDERED.

CHECKLIST:

Completed Application:

- ☒ Use the form/format provided
- ☒ Organization Description
- ☒ Outline of Project; description, goals and objectives
- ☒ Indicate PEDC goal(s) that will be supported by this Project
- ☒ Project timeline and location
- ☒ Plans for marketing and outreach
- ☐ Evaluation metrics
- ☒ List of board of directors and staff

Attachments:

- ☒ Financials: organization's budget for current fiscal year; Project budget; audited financial statements
- ☐ Feasibility Study or Market Analysis if completed (Executive Summary)
- ☐ IRS Determination Letter (if applicable)

A FINAL REPORT IS TO BE PROVIDED TO PEDC WITHIN 30 DAYS OF THE PROJECT COMPLETION. FINAL PAYMENT OF FUNDING AWARDED WILL BE MADE UPON RECEIPT OF FINAL REPORT. PLEASE USE THE FORM/FORMAT OUTLINED ON THE NEXT PAGE.



PALESTINE ECONOMIC DEVELOPMENT CORPORATION

COMMUNITY DEVELOPMENT GRANT

Final Report

Organization:

Funding Amount:

Project:

Start Date:

Completion Date:

Location of Project:

Please include the following in your report:

- Narrative report on the Project
- Identify goals and objectives achieved
- Financial report – budget as proposed and actual expenditures, with explanations for any variance
- Samples of printed marketing and outreach materials
- Screen shots of online promotions
- Photographs, videos, etc.
- Performance against metrics outlined in application

Please submit Final Report no later than 30 days following the completion of the Project:

Palestine Economic Development Corporation
100 Willow Creek Pkwy., Suite A
Palestine, TX 75801

Attn: Christophe Trahan, Director of Economic
Development edcdirector@palestine-tx.org



Parks and Recreation

Community Development Grant Application

Applying Organization

The City of Palestine Parks and Recreation Department is composed of a dedicated team, including one Director, one Assistant Director, one Facility Worker, and nine full-time parks maintenance workers. Currently, two of the maintenance worker positions are vacant. Our team is responsible for the mowing and upkeep of all city-owned facilities, parks, lakes, and cemeteries. In addition, we manage Facility Maintenance, which includes the upkeep of all city-owned buildings.

We strive to ensure that our public spaces are well-maintained and inviting for residents and visitors. Our staff works diligently to provide a clean, safe, and enjoyable environment for everyone who uses our facilities. Despite the current vacancies, we remain committed to maintaining the high standards expected by our community and are actively seeking qualified candidates to fill these roles.

Mission Statement

Our mission is to provide fun, safe, and affordable recreational opportunities in exceptional park and recreational facilities, enhancing the quality of life and promoting healthy lifestyles for all participants and citizens within and around our community. We are committed to creating inclusive and accessible environments that cater to a diverse range of interests and needs. By offering a variety of programs and activities, we aim to foster community engagement, encourage physical fitness, and support the well-being of all residents. Our dedication to maintaining high-quality facilities ensures that everyone can enjoy the benefits of outdoor recreation and leisure activities.

Vision Statement

Our VISION is to “Create Community through People, Parks, and Programs.” Our programs, services, and facilities are designed to strengthen community identity and sense of place, support economic development, enhance safety and security, promote health and wellness, foster human development, increase cultural unity, facilitate community problem-solving, and provide enriching recreational experiences.

Our day-to-day operations encompass a wide range of activities to maintain and enhance our parks. This includes mowing, weed control, trash removal, repairing broken boardwalks and playground equipment, and cleaning and maintaining park restrooms. We ensure that

playground equipment is well-maintained and in good working order, remove dead trees, and clean flower beds to improve the aesthetics of the park and ensure the safety of our visitors. Additionally, we address safety hazards in cemeteries by cleaning out old flowers and filling in sunken graves to prevent tripping.

We also manage the upkeep of all lakes, keep pavilions in good repair, and handle pavilion rentals for community events. Our department is a reliable partner for other city departments, providing support as needed for various tasks. We are involved in organizing and managing both City-sponsored and private events upon request. Additionally, we have sponsored Trout Fish Day and Family Fish Day each year for the past eight years, events designed to engage and connect with our community members.

Project

The City of Palestine Parks and Recreation Department is excited to announce plans for the establishment of a new concrete pathway around the perimeter of Reagan Park. Our primary goal is to create a safe, accessible, and visible area for our community members to enjoy walking and other recreational activities. This initiative is part of our ongoing commitment to enhancing community wellness and providing amenities that cater to families and individuals alike.

This project is designed with the community's well-being in mind. Parents and guardians can look forward to a convenient and safe environment where they can walk while their children enjoy the park's playground and splash pad facilities. By providing a dedicated walking path, we hope to encourage a more active lifestyle among our residents and visitors, promoting physical health and community interaction.

Currently, Reagan Park features approximately 1,500 feet of concrete walkways, primarily located in the southeast and southwest areas of the park. While these existing paths serve as a foundation, they are not sufficient to meet the growing demand from our community for a comprehensive walking trail. Moreover, some sections of these walkways have become trip hazards and require replacement to ensure safety and accessibility.

The proposed project involves replacing approximately 150 feet of damaged concrete in the existing pathways. The new construction will connect seamlessly with the original sidewalks, providing an extended and continuous walking experience. The full extension will cover approximately 6,400 feet, bringing the total length of the walking path to a little over one mile. This improvement will transform the park into a more vibrant and inviting space for everyone to enjoy.

To bring this vision to life, we are issuing a Request for Proposals (RFP) for contractors interested in undertaking this project. We invite sealed bids to be submitted by August 21, 2024. Our aim is to award the project to a qualified contractor by August 26, 2024. The final

approval of the project will be sought from the City Council at our next regular meeting scheduled for August 26, 2024.

This project is planned to be completed within the current year's budget, assuming favorable weather conditions. We are committed to ensuring that the construction process is smooth, efficient, and minimally disruptive to park visitors.

The City of Palestine is dedicated to improving the quality of life for our residents and creating a more connected and active community. We believe that the new walking path around Reagan Park will be a significant enhancement to our community's recreational offerings and will serve as a catalyst for promoting a healthier lifestyle. We look forward to receiving competitive bids and collaborating with a contractor who shares our vision for community development and wellness.

Existing Sidewalk – Approximately 1500 Ft.

New Sidewalk – Approximately 6400 Ft.



Damaged Areas existing sidewalk Reagan Park







City of Palestine, TX

Budget Report

Account Summary

For Fiscal: 2023-2024 Period Ending: 09/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 010 - GENERAL FUND							
Expense							
Group: 510 - Personnel							
010-610-51010	SALARIES & WAGES	464,741.04	464,741.04	0.00	328,168.51	136,572.53	29.39 %
Budget Notes							
Subject	Description						
Proposed Position Changes	Personnel budget changes include position changes. Removing authorized positions: 5 Seasonal Parks Maintenance Workers 2 Part Time Parks Maintenance Workers Parks Administrative Assistant Adding authorized positions: 3 Full-Time Parks Maintenance Workers See attached position expense schedule.						
010-610-51020	OVERTIME	9,600.00	9,600.00	0.00	10,014.61	-414.61	-4.32 %
010-610-51030	LONGEVITY	4,176.00	4,176.00	0.00	2,888.79	1,287.21	30.82 %
010-610-51031	CERTIFICATION PAY	2,400.00	2,400.00	0.00	857.14	1,542.86	64.29 %
Budget Notes							
Subject	Description						
Certification Pay	Current Staff Expense: Bilingual Non-Civil-Service - \$1200 Certified Pool Operator - \$1200						
010-610-51036	CELL PHONE ALLOWANCE	1,200.00	1,200.00	0.00	903.56	296.44	24.70 %
010-610-51040	SOCIAL SECURITY	36,881.95	36,881.95	0.00	25,833.73	11,048.22	29.96 %
010-610-51050	HEALTH INSURANCE	98,699.67	98,699.67	0.00	60,702.83	37,996.84	38.50 %
010-610-51061	WORKER'S COMPENSATION	12,735.46	12,735.46	0.00	12,758.20	-22.74	-0.18 %
010-610-51070	RETIREMENT	69,352.54	69,352.54	0.00	47,626.96	21,725.58	31.33 %
Group: 510 - Personnel Total:		699,786.66	699,786.66	0.00	489,754.33	210,032.33	30.01 %
Group: 520 - Supplies & Materials							
010-610-52010	OFFICE SUPPLIES/EQUIPMENT	800.00	800.00	0.00	140.84	659.16	82.40 %
010-610-52020	POSTAGE	0.00	0.00	0.00	51.80	-51.80	0.00 %
010-610-52030	JANITORIAL SUPPLIES	36,000.00	36,000.00	0.00	18,389.12	17,610.88	48.92 %
Budget Notes							
Subject	Description						
Brief Description Janitorial	Facilities handles all paper products to include paper towels, toilet paper, kleenex, trash bags, etc for all city facilities Parks handles paper products for parks restrooms, soap, clear trash bags, bags for dog park, etc						
010-610-52032	PLANTS SEED FERTILIZER	4,000.00	4,000.00	0.00	1,886.49	2,113.51	52.84 %
Budget Notes							
Subject	Description						
Brief Description Plants Fertiliz	Parks handles replacing all flowers at city hall, and any park that may have rose bushes or needs mulch in planters all areas of city						
010-610-52040	UNIFORMS/APPAREL	5,250.00	5,250.00	0.00	7,254.46	-2,004.46	-38.18 %
Budget Notes							
Subject	Description						
Brief Description Uniforms	Parks purchases new winter jackets each year, winter gloves, beanie hats, caps, long and short sleeve shirts Facilities gets winter jacket, shirts, caps						
010-610-52070	GASOLINE AND OIL	0.00	0.00	0.00	26.50	-26.50	0.00 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
010-610-52080	SMALL TOOLS/EQUIPMENT	19,500.00	19,500.00	0.00	15,077.98	4,422.02	22.68 %
Budget Notes							
Subject		Description					
Brief Description Small Tools		Facilities has been building his tools, by getting drills, hammers, bits, sockets, etc					
		Parks purchases each year new weed eaters, chains for saws, weed eater cord, bar and chain oil, 2 cycle oil, bars for chain saws, etc.					
Group: 520 - Supplies & Materials Total:		65,550.00	65,550.00	0.00	42,827.19	22,722.81	34.66%
Group: 530 - Professional/Contractual Services							
010-610-53041	CITY ISSUED CELL PHONES	700.00	700.00	0.00	402.14	297.86	42.55 %
Budget Notes							
Subject		Description					
Brief Description Cell Phone		Facilities is only one with city issued phone, Director and Asst. Director get cell phone allowance					
010-610-53090	IT SUPPORT	1,896.91	1,896.91	0.00	1,522.50	374.41	19.74 %
010-610-53095	SOFTWARE MAINTENANCE	2,420.00	2,420.00	0.00	1,362.93	1,057.07	43.68 %
Budget Notes							
Subject		Description					
Brief Description		Currently Director and Facility uses Manager Plus on Ipad for daily use					
		Director has Office 365 License					
010-610-53310	EQUIPMENT RENTAL/LEASE	5,000.00	5,000.00	0.00	5,754.29	-754.29	-15.09 %
Budget Notes							
Subject		Description					
Brief Description Rental Lease		Parks rents a boom for cutting trees down, putting up Christmas lights, Auger for digging holes, mini excavator, etc.					
010-610-53311	PRINTER/COPIER LEASE	2,640.00	2,640.00	0.00	1,274.25	1,365.75	51.73 %
Budget Notes							
Subject		Description					
Brief Description Printer		Currently there is a Xerox printer at the parks warehouse used by facilities, parks and fleet					
010-610-53315	VEHICLE LEASE FEES	40,032.48	40,032.48	0.00	25,006.30	15,026.18	37.53 %
Budget Notes							
Subject		Description					
Brief Description Vehicle Lease		Parks Director unit #6 is a leave vehicle					
		Parks truck #612 will be replaced this coming year by new lease vehicle					
010-610-53321	UPRR LEASED LAND	500.00	500.00	0.00	0.00	500.00	100.00 %
Budget Notes							
Subject		Description					
Location of UPRR Leased Land		Parks is responsible for up keep of UPRR land located on Spring Street by railroad to include trees					
010-610-53510	TRAVEL AND TRAINING	3,000.00	3,000.00	0.00	664.26	2,335.74	77.86 %
Budget Notes							
Subject		Description					
Brief Description Training		Facilities wishes to do training for Irrigation and AC Basic training					
		Parks has employee who wishes to go train for spraying for weed control in parks					
010-610-53517	CONTRACTUAL SERVICES	8,700.00	8,700.00	0.00	5,141.52	3,558.48	40.90 %
010-610-53518	CITY POOL	90,000.00	90,000.00	0.00	64,300.91	25,699.09	28.55 %
Budget Notes							
Subject		Description					
Brief Description Pool		Pool had agreement with YMCA, Odyssey, Discount Pools, leak detection was conducted to find leaks in pool, Patio furniture had to be replaced, umbrellas replaced, motors rebuilt on pumps, sand replaced in pumps, electrical issues, plumbing issues, etc.					
010-610-53520	JANITORIAL SERVICES	15,000.00	15,000.00	0.00	6,597.95	8,402.05	56.01 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Budget Notes							
Subject	Description						
Brief Description Janitorial Services	Contract with L&M Cleaning Services for cleaning and floors						
Group: 530 - Professional/Contractual Services Total:		169,889.39	169,889.39	0.00	112,027.05	57,862.34	34.06%
Group: 540 - Maintenance & Repairs							
010-610-54010	BLDG/STRUCTURE/GRNDS MAINT	200,000.00	200,000.00	0.00	187,860.30	12,139.70	6.07 %
Budget Notes							
Subject	Description						
Brief Description Bldg. Structures	Facilities is responsible for upkeep all city facilities, many projects upcoming to include converting lighting to LED, replacing ceiling tiles and grid, paint inside city hall, etc.						
	Parks to rebuild wooden boardwalk Reagan park, Replace fencing basketball court Green's Park, Rebuild upper restroom wall Reagan Park, etc						
Correcting Budget Cut	Budget combined with facility maintenance and then cut in FY 2023, replacing in current year						
	\$65,000 for Parks						
	\$135,000 for Facilities						
010-610-54120	EQUIPMENT REPAIR/MAINT EXP	6,000.00	6,000.00	0.00	1,483.96	4,516.04	75.27 %
Budget Notes							
Subject	Description						
Brief Description Equip Repair	Parks to have mowers, weed eaters, chain saws, etc repaired if possible						
010-610-54121	GREEN'S PARK PORTABLE	10,300.00	10,300.00	0.00	3,731.75	6,568.25	63.77 %
Budget Notes							
Subject	Description						
Brief Description Green's Park Porta	Currently have porta john at location looking to build a restroom at location so we can do away with expense of porta john						
Group: 540 - Maintenance & Repairs Total:		216,300.00	216,300.00	0.00	193,076.01	23,223.99	10.74%
Group: 545 - Utilities							
010-610-54500	UTILITIES - ELECTRIC	50,000.00	50,000.00	0.00	38,819.61	11,180.39	22.36 %
010-610-54501	UTILITIES - WATER/SEWER	16,000.00	16,000.00	0.00	7,129.11	8,870.89	55.44 %
010-610-54502	UTILITIES - GAS	4,000.00	4,000.00	0.00	2,963.32	1,036.68	25.92 %
010-610-54503	PHONES/INTERNET	7,207.06	7,207.06	0.00	9,447.96	-2,240.90	-31.09 %
010-610-54504	CITY POOL ELECTRIC	8,000.00	8,000.00	0.00	7,063.82	936.18	11.70 %
Group: 545 - Utilities Total:		85,207.06	85,207.06	0.00	65,423.82	19,783.24	23.22%
Group: 580 - Capital Outlay							
010-610-58030	IMPROVEMENTS	0.00	316,100.00	0.00	316,100.00	0.00	0.00 %
Budget Notes							
Subject	Description						
Outdoor Fitness Court	Fitness Court expensed here, completely paid for by donations, contributions and grants from other government entities						
Group: 580 - Capital Outlay Total:		0.00	316,100.00	0.00	316,100.00	0.00	0.00%
Group: 590 - Interfund Activity							
010-610-59570	TRANSFER TO FLEET FUND	70,650.00	70,650.00	0.00	33,787.47	36,862.53	52.18 %
Budget Notes							
Subject	Description						
Transfer to Fleet	This transfer line is to pay for fuel and vehicle maintenance for this department						
Group: 590 - Interfund Activity Total:		70,650.00	70,650.00	0.00	33,787.47	36,862.53	52.18%
Expense Total:		1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%
Fund: 010 - GENERAL FUND Total:		1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%
Report Total:		1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%

Budget Report

For Fiscal: 2023-2024 Period Ending: 09/30/2024

Group Summary

Group	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 010 - GENERAL FUND						
Expense						
510 - Personnel	699,786.66	699,786.66	0.00	489,754.33	210,032.33	30.01%
520 - Supplies & Materials	65,550.00	65,550.00	0.00	42,827.19	22,722.81	34.66%
530 - Professional/Contractual Services	169,889.39	169,889.39	0.00	112,027.05	57,862.34	34.06%
540 - Maintenance & Repairs	216,300.00	216,300.00	0.00	193,076.01	23,223.99	10.74%
545 - Utilities	85,207.06	85,207.06	0.00	65,423.82	19,783.24	23.22%
580 - Capital Outlay	0.00	316,100.00	0.00	316,100.00	0.00	0.00%
590 - Interfund Activity	70,650.00	70,650.00	0.00	33,787.47	36,862.53	52.18%
Expense Total:	1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%
Fund: 010 - GENERAL FUND Total:	1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%
Report Total:	1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
010 - GENERAL FUND	1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%
Report Total:	1,307,383.11	1,623,483.11	0.00	1,252,995.87	370,487.24	22.82%

COMMUNITY DEVELOPMENT GRANT FUNDING AND PERFORMANCE AGREEMENT

THIS COMMUNITY DEVELOPMENT GRANT FUNDING AND PERFORMANCE AGREEMENT (the “Agreement”) is entered into by and between Palestine Economic Development Corporation (the “PEDC”), a Texas non-profit corporation and Type B Economic Development Corporation, whose address is 100 Willow Creek Pkwy. Suite A, Palestine, Texas 75801, and the City of Palestine, Texas (together the “City” or “Applicant”), whose address is 504 N. Queen Street, Palestine, TX 75801.

RECITALS

1. PEDC is an Economic Development Corporation, organized under the Texas Development Corporation Act of 1979, Article 5190.6, Sec. 4B of Vernon’s Texas Civil Statutes, now Section 501 et seq. of the Texas Local Government Code (the “Act”), and authorized by the City of Palestine, Texas (the “City” or “Applicant”).

2. City of Palestine is a Texas home rule municipality, an eligible applicant under the Guidelines and Criteria for the Community Development Grant Program.

3. PEDC created the Community Development Grant Program (the “Grant Program”) to enhance the quality of life in the City of Palestine and advance the mission of the PEDC which is, in part, to provide the leadership and resources to successfully compete for jobs and enhance community wealth.

4. The City of Palestine, vis-à-vis its Parks and Recreation Department, submitted its Application dated July 24, 2024, for a Community Development Grant (“Application”), which is attached hereto as Exhibit “A”.

5. The project the subject of this Agreement is the construction of a new concrete pathway walking trail around the perimeter of Reagan Park within the city limits of Palestine, Texas (the “Project”). Applicant plans to make a total capital investment of **Fifty-Two Thousand Dollars and No Cents (\$52,000.00)** over time for the Project. PEDC has found that Applicant’s Project will attract resident and visitor participation and contribute to the quality of life, business development which will ultimately add value to the tax rolls of Palestine and other local taxing entities.

6. The PEDC finds the Project is an authorized project under Texas Local Government Code 505.152 (Parks) and will promote new and expanded business development pursuant to Texas Local Government Code 505.158.

7. The PEDC published general notice of the Project in the Palestine Herald on October 12, 2023, as required by Texas Local Government Code 505.160.

8. The PEDC board of directors has approved a grant and funding to the Applicant in an amount not to exceed **Twenty-Six Thousand Dollars and No Cents (\$26,000.00)** in Project-related expenses.

NOW, THEREFORE, in consideration of mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, PISD and the PEDC agree as follows:

FUNDING AND PERFORMANCE

1. Agreement to Fund Portion of Project: The PEDC agrees to provide the City an amount up to and not to exceed **\$26,000.00** in 4B Revenues to be used to facilitate the Project.
2. Agreement to Perform: The City agrees to complete the approved Project within one year of the execution of the Agreement. The City agrees to recognize the PEDC as a sponsor and financial contributor of the Project in all advertising, publicity, and promotional materials, using verbiage that identifies the PEDC as a financial contributor to the Project.
3. Project Administration: The City agrees that it will administer or supervise the administration of the Project in compliance with the PEDC Community Development Grant Program Guidelines absent slight deviations which are hereby approved.
4. No Undocumented Workers: The City agrees that it does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the City be convicted of a violation under 8 U.S.C. § 1324a(f), the City will be required to repay the amount of the grant (a public subsidy) provided under the Agreement plus interest, at an agreed rate, not later than the 120th day after the date the PEDC notifies the City of the violation.
5. Payments Due: The PEDC will tender the Grant of **\$26,000.00** to the City as a portion of its Project-related expenses upon approval of this performance agreement by the City Council of the City of Palestine at its open meeting on August 26, 2024.
6. Use of Grant Payment: All funds tendered to the City under this Agreement will be used exclusively for the purposes described in the Application.
7. Claw Back: If all or a portion of the Grant funds received by the City are not actually used for the Project or not used in accordance with the terms of this agreement or Guidelines, the City must return those Grant funds to the PEDC.
8. Severability: The provisions of this agreement are severable, and if for any reason a provision of this Agreement is determined to be invalid by a court having competent jurisdiction over the subject matter of the invalid provision, the invalidity shall not affect other provisions that can be given effect without the invalid provision. Further, in lieu of such illegal, invalid, or unenforceable provision, there will be added automatically as a part of this Agreement, a provision as similar in its terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid, and enforceable.
9. Applicable Law: This Agreement is governed by and construed in accordance with the laws of the State of Texas. The Agreement is entered into and fully performable within Anderson County, Texas. The Parties agree that venue for any cause of action arising pursuant to the Agreement is proper only in Anderson County, Texas.
10. Interpretation: Each party has had the opportunity to be represented by counsel of its choice in negotiating this Agreement. This Agreement will therefore be deemed to have been negotiated and prepared at the joint request, direction, and construction of the Parties, at arm's length, with the advice and participation of counsel, and will be interpreted in accordance with its terms without favor to any Party.
11. No Joint Venture: Nothing contained in this Agreement is intended by the Parties to create

a partnership or joint venture between any or all of the Parties.

12. Parties in Interest: Nothing in this Agreement shall entitle any Party other than PEDC or City to any claim, cause of action, remedy, or right of any term of this Agreement.

13. Survival of Terms: All rights, duties, liabilities, and obligations accrued prior to termination will survive termination.

14. Entire Agreement: This Agreement represents the entire agreement of the Parties with respect to the subject matter hereof.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement in the year and as of the date indicated.

Executed on the date shown opposite the signature of each party.

For the Applicant(s):

City of Palestine, Texas

By _____ Date _____
Teresa Herrera, City Manager

For the PEDC:

Palestine Economic Development Corporation

By _____ Date _____
Dan Bochsler, Board President



Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Discussion and possible action regarding Rotary Club of Palestine Community Development Grant renovations to Upper Lake Park.

SUMMARY:

Discussion and possible action regarding Rotary Club of Palestine Community Development Grant for renovations to Upper Lake Park.

RECOMMENDED ACTION:

Staff recommends the board discuss and take possible action regarding the Rotary Club of Palestine Community Development Grant for renovations to Upper Lake Park.

Attachments

Rotary CDG Application
Rotary Completion Outline



PALESTINE ECONOMIC DEVELOPMENT CORPORATION

Community Development Grant Application

IMPORTANT:

- Please read the "*Palestine Community Development Grant Program Guidelines & Criteria*" prior to completing this application.
- The Grant Guidelines & Criteria and Application are available at www.palestinetexas.net; by calling 903.729.4100 or by emailing edcadmin@palestine-tx.org
- Please call to discuss your plans for submitting an application **in advance** of completing the form. Completed application and all supporting documents are required to be submitted electronically for consideration by the PEDC Board. Please submit the application to:

edcdirector@palestine-tx.org

Applications must be completed in full, using this form, and received by PEDC electronically, or in person.

Funding requested must meet the following criteria:

Project Grant

Quality of Life projects that are eligible for funding in accordance with the Type B sales tax statute (refer to examples in Grant Guidelines) and that advance the mission of PEDC.

APPLICATION

ORGANIZATION INFORMATION

Name: Rotary Club of Palestine

Federal Tax I.D.: 75-6036799

Incorporation Date: June 3, 1912

Mailing Address: P.O. Box 612

City Palestine

ST: Texas

Zip: 75802

Phone: 818-943-8626

Fax:

Email: lmartini64@yahoo.com

Website: PalestineRotary.org

Check One:

- ☒ Nonprofit – 501(c)(3) Attach a copy of IRS Determination Letter
☐ Governmental entity
☐ Other

Professional affiliations and organizations to which your organization belongs: Rotary International

REPRESENTATIVE AUTHORIZED TO COMPLETE / SUBMIT APPLICATION:

Name: Mary Raum

Title: Club President

Mailing Address: PO Box 612

City: Palestine

ST: Texas

Zip: 75802

Phone: 818-943-8626

Fax:

Email: msraum@gmail.com

DESIGNATED CONTACT FOR COMMUNICATION BETWEEN PEDC AND ORGANIZATION:

Name: Mary Raum

Title: Club President

Mailing Address: PO Box 612

City: Palestine

ST: Texas

Zip: 75802

Phone: 818-943-8626

Fax:

Email: msraum@gmail.com

FUNDING

Total amount requested: \$7,000

Matching Funds Available: \$7,000

PROJECT

Start Date: January 2024

Completion Date: April 2024

BOARD OF DIRECTORS (*may be included as an attachment*)

President – Mary Raum

Past President – Richard Rutledge

President Elect – Dr. Michael Gorby

Treasurer – Rhonda Herrington

Secretary – LeeAnn Martine

Service – Ernie Williams

Youth – Brett Weisenburn

Foundation – Ben Rhone

Membership – Chris Keller

Director at Large – Hugh Summers

President Nominee – Greg Lindsey

Public Relations – Angela Howell-Fields

LEADERSHIP STAFF (*may be included as an attachment*)

The Rotary Club of Palestine does not maintain staff however, our District Grant Project Coordinator is Bill Kilma

Using the outline below, provide a written narrative no longer than 5 pages in length:

I. Applying Organization

Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.

Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project for which funds are requested.

II. Project

- Outline details of the Project for which funds are requested. Include information regarding scope, goals, objectives, target audience.
- Describe how the proposed Project fulfills strategic goals and objectives for your organization.
- Please also include planned activities, time frame/schedule, and estimated attendance and admission fees if applicable.
- Include the location for Project.
- Provide a timeline for the Project.
- Detail goals for growth/expansion in future years.

Project Grants – please complete the section below:

- | | | |
|-----------------------------|-----------------------------------------|----------------------------------------|
| • An expansion/improvement? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A multi-phase project? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A new project? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Has a feasibility study or market analysis been completed for this proposed project? *If so, please attach a copy of the Executive Summary.* No

Provide specific information to illustrate how this Project aligns with one or more of the goals and strategies adopted by Palestine Economic Development Corporation:

- Eligible for PEDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to PEDC Grant Guidelines & Criteria)
- Support cultural, sports, fitness, entertainment and community projects that attract resident and visitor participation and contribute to quality of life, business development and growth of Palestine sales tax revenue
- Highlight and promote Palestine as a unique destination for residents and visitors alike
- Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of Palestine
- Demonstrate informed financial planning – addressing long-term costs, budget consequences and sustainability of projects for which funding is requested
- Educate the community about the impact local dining and shopping has on investment in quality of life improvements in Palestine

Indicate which goal(s) listed above will be supported by the proposed Project:

Has a request for funding, for this Project, been submitted to PEDC in the past?

☐ Yes ☒ No If yes, list date of submittal: _____

III. Financial

- Provide an overview of the organization's financial status including the impact of this grant request on organization mission and goals.
- Please attach your budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.

What is the estimated total cost for this Project?

\$18,000.00

(Include a budget for the proposed Project)

What percentage of Project funding will be provided by the Applicant?

Are Matching Funds available? ☒ Yes

☐ No

Cash \$ 7,000.00

Source Rotary Club of
Palestine

39% of Total

In-Kind \$4,000.00

Source Labor and
materials

22% of Total

Are other sources of funding available? *If so, please list source and amount.* We do have a fund balance that could be utilized with board approval.

Have any other federal, state, or municipal entities or foundations been approached for funding? *If so, please list entity, date of request and amount requested.* Yes, the City of Palestine Tourism Advisory Board awarded the project \$1000 to go towards the signs at the gateways and throughout the trail.

IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization, for the Project for which you are requesting funding – and how they are designed to help you achieve current and future goals.

V. Metrics to Evaluate Success

Outline the metrics that will be used to evaluate success of the proposed Project. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.

Acknowledgements

If funding is approved by the PEDC board of directors, Applicant will assure:

- The Project for which financial assistance is sought will be administered by or under the supervision of the applying organization;
- All funds awarded will be used exclusively for the purpose described in this application;
- PEDC will be recognized in all marketing, outreach, advertising and public relations as a funder of the Project. Specifics to be agreed upon by applicant and PEDC and included in an executed performance agreement;
- Organization's officials who have signed the application are authorized by the organization to submit the application;
- Applicant will comply with the PEDC Grant Guidelines in executing the Project for which funds were received.
- A final report detailing the success of the Project, as measured against identified metrics, will be provided to PEDC no later than 30 days following the completion of the Project.
- An Applicant may submit a request for a partial reimbursement during the course of the Project but prior to the Project's final completion. Requests for partial reimbursement received prior to final Project completion may not exceed 80% of the total approved Project grant amount. Requests for partial reimbursement submitted to the PEDC must be accompanied by copies of paid invoices/receipts and proof of payment and release of liens. Once verified, PEDC Board approval will be required before payment is delivered to the Applicant. The remaining 20% of the grant proceeds

may be paid to the Applicant following the PEDC's receipt of all paid invoices/receipts, proof of payment and release of liens; documentation of fulfillment of obligations to PEDC, including the Applicant's final report on the Project.

- The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120th day after the date the PEDC notifies the applicant of the violation.

We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.


Chief Executive Officer


Signature

Printed Name Mary Raum

Date 12/06/2023

Representative Completing Application


Signature

Printed Name Mary Raum

Date 12/06/2023

INCOMPLETE APPLICATIONS, OR THOSE RECEIVED AFTER THE DEADLINE, WILL NOT BE CONSIDERED.

CHECKLIST:

Completed Application:

- ☒ Use the form/format provided
- ☒ Organization Description
- ☒ Outline of Project; description, goals and objectives
- ☒ Indicate PEDC goal(s) that will be supported by this Project
- ☒ Project timeline and location
- ☒ Plans for marketing and outreach
- ☒ Evaluation metrics
- ☒ List of board of directors and staff

Attachments:

- ☒ Financials: organization's budget for current fiscal year; Project budget; audited financial statements
- ☐ Feasibility Study or Market Analysis if completed (Executive Summary)
- ☒ IRS Determination Letter (if applicable)

A FINAL REPORT IS TO BE PROVIDED TO PEDC WITHIN 30 DAYS OF THE PROJECT COMPLETION. FINAL PAYMENT OF FUNDING AWARDED WILL BE MADE UPON RECEIPT OF FINAL REPORT. PLEASE USE THE FORM/FORMAT OUTLINED ON THE NEXT PAGE.



PALESTINE ECONOMIC DEVELOPMENT CORPORATION

COMMUNITY DEVELOPMENT GRANT

Final Report

Organization:

Funding Amount:

Project:

Start Date:

Completion Date:

Location of Project:

Please include the following in your report:

- Narrative report on the Project
- Identify goals and objectives achieved
- Financial report – budget as proposed and actual expenditures, with explanations for any variance
- Samples of printed marketing and outreach materials
- Screen shots of online promotions
- Photographs, videos, etc.
- Performance against metrics outlined in application

Please submit Final Report no later than 30 days following the completion of the Project:

Palestine Economic Development Corporation
100 Willow Creek Pkwy., Suite A
Palestine, TX 75801

Attn: Christophe Trahan, Director of Economic
Development edcdirector@palestine-tx.org

Contact: Mary Raum
Rotary Club of Palestine
Phone: (903) 723-3014
Cell: (818) 943-8626

P.O. Box 612
Palestine, TX 75802
msraum@gmail.com



Community Development Grant Application 2023

Project

The Rotary Club of Palestine identified a need within our community that upon completion, could be utilized by many residents and visitors. The project scope was to revitalize the Upper Lake Trail which is approximately 1.6 miles through the Palestine Community Forest.

Between December 2023 and July 2024, the club organized multiple workdays that included (but not limited to) trail clearing and mulching, trash and debris clean up, removal and replacement of 36 informational signs and the addition of benches throughout the trail. We also added road base material at one entrance where the water had washed out the road leading to the trail, added a new trail head gateway on the south end and installed elevated bridges across the low water crossings making the trail accessible year-round.

The restoration of the Palestine Community Forest is part of an ongoing effort by the Palestine Club to provide a safe and fun outdoor environment for residents, their families, and visitors. Access to the forest and trail is free and open to everyone. This community project not only improved the community overall, but it also provided an opportunity to enjoy nature, promote health through physical activity and family fun.

This project aligns with the following strategies adopted by the Palestine Economic Development Corporation by supporting and enhancing the awareness and visibility of cultural, sports, entertainment and community assets that contribute to quality of life, business development and growth of Palestine sales tax revenue. It also aligns with the Economic Development strategy to highlight and promote Palestine as a unique destination for residents and visitors alike and meet citizen needs for quality-of-life improvements, business development and sustainable economic growth for residents in the City of Palestine. This project has already created a sense of place for our community and will highlight and promote Palestine as a unique destination for residents and visitors just through the nature of the product.

Financial

The Rotary Club of Palestine prides itself on working partnerships to meet a common goal. We always start with funds supplied through our club. This project requires that Rotary Club and Rotary District Grant funds are used before any other funds.

Please see the project income and expenses detail for the project in its entirety.

Description	Income	Expenses
Rotary Funds	\$3,500.00	
District Funds	\$3,500.00	
HOT Grant	\$1,000.00	
PEDC Grant	\$7,000.00	
Work Day Volunteer Food and Beverages		\$217.81
Signs		\$51.99
Signs		\$2,099.65
Posts, cement mix, and related materials		\$330.76
Trailhead (BARK side)		\$990.52
Trail clearing - fuel		\$174.43
BARK entrance roadwork		\$4,000.00
Bridges		\$3,000.00
Trailhead gateway header signs		\$1,000.00
Cement mix		\$119.14
Post caps, etc.		\$410.46
Second Trailhead (replace original)		\$1,614.09
Trail Map Sign - Main Entrance		\$999.00
Total	15,000.00	15,007.85
	Variance	\$7.85

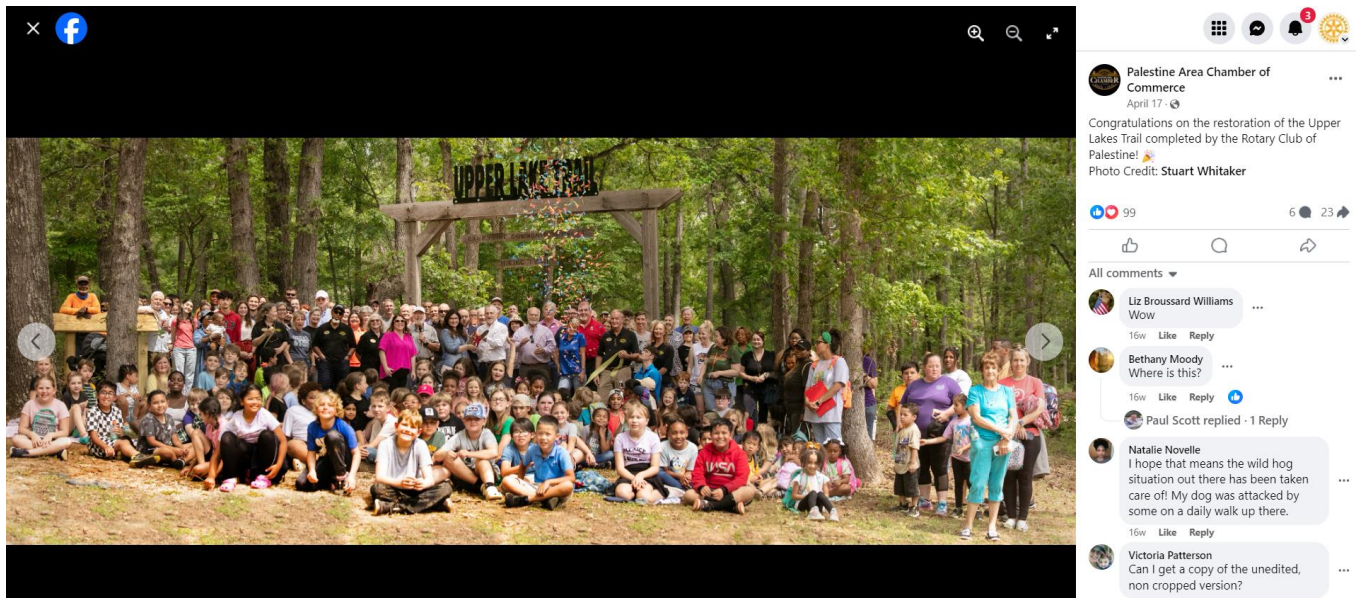
Marketing & Outreach

The project required support from the City of Palestine working on projects in advance of our project being able to get started and special requests as the project progressed including seeking permissions to remove dead trees, requests for special equipment and partnership with the City to repair and repaint areas at the pavilion near the primary entrance.

Additionally, we partnered with the Downtown Club of Palestine. They provided the benches that were installed along the trail as part of their District Grant this year. The benches were designed and built by the Westwood ISD Welding Class at the High School.


We also received volunteer support from other clubs in Palestine who were excited about the project including the Palestine Lions Club, Young Professionals Group and Texas A&M Forestry Service.

We established a social media campaign throughout the duration of the restoration. During each Rotary workday we made sure to take photos and publish them to our Facebook page. As the project progressed, the engagement on our social media was overwhelming and we found that many members of the community and other service organizations wanted to help. As the project ended, we shared details about how the project was developed and funded. Our first workday was featured in the Palestine Herald Press and to date, our social media campaign has generated over 54,000 impressions.



Rotary Club of Palestine, Tx
Published by Mary Strominger Raum
April 16

Sunday was a day to clean up the trail of old marking tape and trash. Armed with rubber boots, trash bags and scissors, the trail is now much cleaner!
This is an easy project that you can do with your kids at any of the city parks and lakes! We found (and buried) a moth, lots of turtles, ducks and Water Lilies.




See insights and ads

Boost post

20 likes 1 comment

Like Comment Share

Kasey Dustin Englehart
We have cleaned up the trail at Upper Lake several times. Always amazes us how much trash people leave laying around. 🙄



Rotary Club of Palestine, Tx
Published by Mary Strominger Raum
April 4

Upper Lake Trail Project Backstory...

Each year, the Rotary Club is invited to submit a request for grant funds to the Rotary District. Grants are capped at \$3,000 each year and each club that applies, is required to match the grant request using club funds at 100%
The district grant project for each club is selected by the club president, and discussed with the board and approved prior to the application being submitted... See more



See insights and ads

Boost post

34 likes 2 comments 8 shares

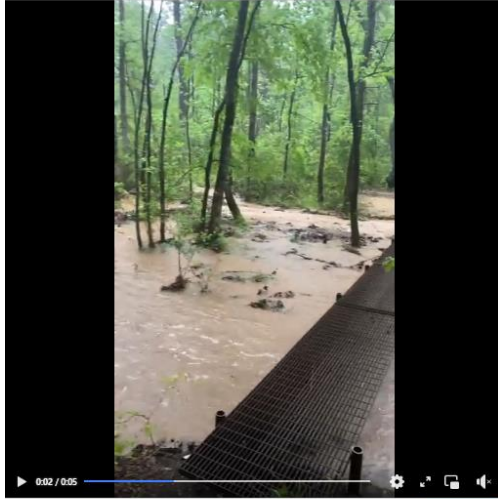
Like Comment Share

View more comments

John Burney Sr
Thanks to all that helped in any way!!

Rotary Club of Palestine, Tx
Published by Mary Strominger Raum
April 9

The first test for our new trail bridge!
A restoration project by the Rotary Club of Palestine 🧡



See insights and ads

Boost post

39 likes 4 comments 15 shares


Like Comment Share

View more comments

Stephanie Duncan Redd
Fantastic Job!! Can't wait to use it. ❤️ ❤️

Rotary Club of Palestine, Tx
Published by Mary Strominger Raum
April 3

Trail walkers, nature lovers, bike riders... EVERYONE is going to be able to enjoy the Upper Lake Trail so much more with these updates! This week's big project is the bridgework.
We have about 300 feet of catwalk donated by Nucor Vulcraft Verco and our volunteers have elevated it off the ground in the low water crossing areas and areas where it gets really muddy when wet.
This update was the biggest undertaking for the entire project and is well underway. A couple more da... See more



See insights and ads

Boost post

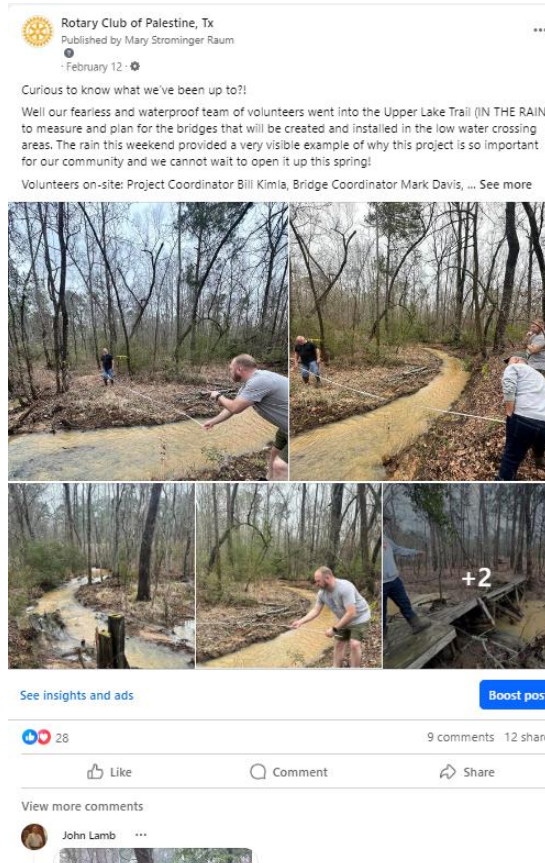
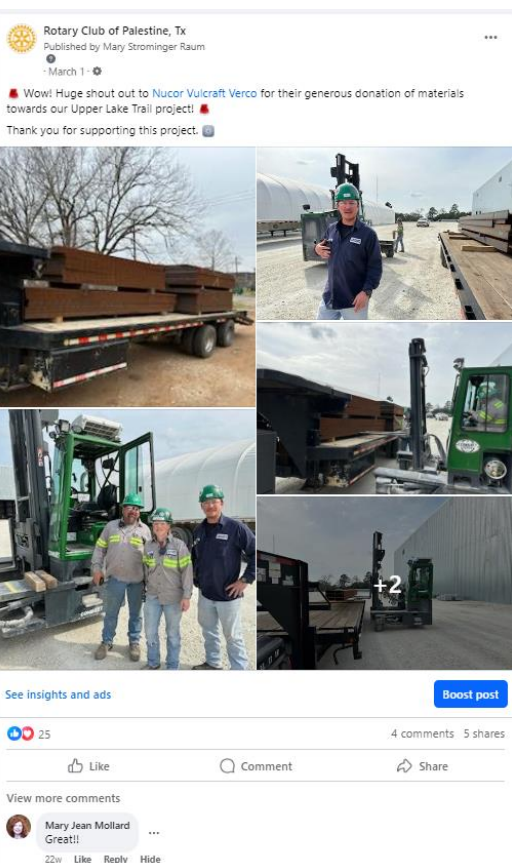
Rotary 5910 and 91 others

32 comments 71 shares

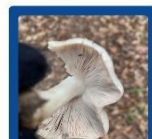
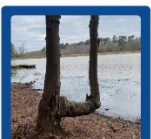
Like Comment Share

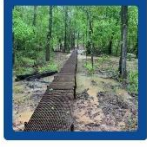
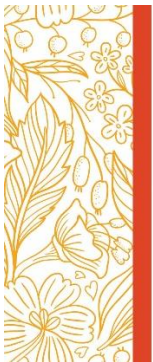
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Sherry Daniels Burk
I've filmed some stuff. I probably need to get back there for the updates!!!! Love this project!!!!



UPPER LAKE TRAIL RESTORATION







Agenda Date: 08/13/2024

To: Palestine Economic Development Corporation

From: Lisa Bowman, Economic Development Admin

Agenda Item: Discussion and possible action regarding a full-page advertisement with Site Selection.

SUMMARY:

Discussion and possible action regarding a full-page advertisement with Site Selection.

RECOMMENDED ACTION:

Staff recommends the board discuss and take possible action regarding a full-page advertisement with Site Selection.

Attachments

Site Selection Flyer

INFRASTRUCTURE REPORT: THE 7TH ANNUAL GLOBAL GROUNDWORK INDEX



Where does robust corporate location activity merge with heightened levels of infrastructure investment? Site Selection aligns its proprietary data on global corporate facility projects with data on major infrastructure projects in the USA and around the world. The result is the **Global Groundwork Index** — as in which countries and states are laying the groundwork for community commerce and prosperity.



SITeselection.com

TRANSIT-ORIENTED DEVELOPMENT & QUALITY OF LIFE

If talent is your target, then how that talent moves and communicates is a crucial factor in helping growing companies hit the location bull's-eye. Which regions are getting out ahead of transit and connectivity issues before they get behind the eight ball? Which are leading in quality-of-life amenities? Site Selection surveys the world to find out.

CANADA'S BEST LOCATIONS

Based on corporate facility project investment and job creation data, each year we salute the top Canadian province with the **Canadian Competitiveness Award** and we recognize the top 20 metro regions in Canada as Canada's Best Locations.

OUTDOOR RECREATION

A regional amenity, a tourism driver and an indicator of population health, the outdoor recreation economy accounted for more than \$563 billion of current U.S. GDP in 2022. The sector is also an economic development driver in its own right, from major equipment manufacturers to startups. Site Selection laces up its hiking boots to explore the industry's terrain and opportunities.

TOP UTILITIES

Every year, utility economic developers play major roles in corporate site selections across North America. And every year, Site Selection honors those who have earned big investments in their territories with our **Top Utilities ranking**.

Industry Reports

- Outdoor Recreation
- Eds & Meds
- Logistics & Distribution
- Advanced Materials
- Rare Earth Operations

Special Advertising Sections

- Biotech Locations
- Military & Defense
- BPO

Area Spotlights

New projects and trends will be covered in the following state, regional and international spotlights:

STATES

Arkansas • California • Idaho •
Massachusetts • Nevada • North
Carolina • Pennsylvania • Texas

REGIONS

Mid-Atlantic (DE, DC, MD, VA) •
Upper Midwest (IA, IL, IN, MI, MN, WI) •
I-80 Corridor

INTERNATIONAL

Middle East & North Africa

**Advertising space deadline
is August 2nd.**

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Agenda Date: 08/13/2024
To: Palestine Economic Development Corporation
From: Lisa Bowman, Economic Development Admin
Agenda Item: Discussion and possible action regarding an increase in PEDC's Management Essentials Scholarship.

SUMMARY:

Discussion and possible action regarding an increase in PEDC's Management Essentials Scholarship.

RECOMMENDED ACTION:

Staff recommends the board discuss and take possible action regarding an increase in PEDC's Management Essentials Scholarship.

Attachments

Management Essentials Flyer



Management Essentials



When a company promotes an employee to a new leadership position, it's in everyone's best interest to ensure that the individual is provided with the latest management principles. The Management Essentials program is crafted to get personnel up to speed quickly, efficiently, and as completely as possible so they can hit the ground running, ready to tackle whatever challenges await them in their new post.



It's hard for me to pick a favorite session, but each one built on to the next one very well. I especially liked the session on having difficult conversations as I could apply a lot of the previous sessions, such as the self-awareness session, to how I would see myself in the scenarios. The assignments were also helpful to keep me accountable and allow me the opportunity to put things into practice.



Gladys Casper

Human Resources Manager
Kelly Community Credit Union

- 11:00 am - 1:00 pm, snacks provided
- Training will be held in person at the Palestine Economic Development Corporation Building for private sector organizations.
- To RSVP or learn more, reach out to Sarah@Expressprotraining.com

September 17th	Making the Transition
October 15th	Self-Awareness
November 19th	Feedback
December 17th	Courageous Conversations
January 21st	Employee Engagement
February 18th	The Coaching Manager

Although the series typically costs \$1,500, Express Pros Training is offering this program in Palestine for a discounted price of \$1,050. The first 12 participants to sign up for Management Essentials will receive a scholarship making this valuable training available for just \$550.



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