

NOTICE: ANY SUBJECT APPEARING ON THIS AGENDA, REGARDLESS OF HOW THE MATTER IS STATED, MAY BE ACTED UPON BY THE BOARD OF DIRECTORS OF TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION.

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING

AGENDA

MARCH 31, 2020- 4:30PM
CITY HALL CONFERENCE ROOM
1801 9th Ave. N.
Texas City, TX 77590

PLEASE NOTE:

Due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures the Texas Economical Board of Directors will meet telephonically and electronically, and the public will not be allowed to be physically present at this meeting. Texas Governor Greg Abbott waived on a temporary basis certain sections of the Texas Open Meetings Act. The meeting will be audible to members of the public and allow for two-way communications for those desiring to participate.

Any person interested in speaking on any item on the Agenda must call in the number below and sign in to the conference then wait for the Mayor to request any public comments. Public comments may not apply to all items on the agenda.

To join the telephone audio conference and to give public comment please use the following instructions.
Dial 1-(888) 585-9008

When prompted, enter conference room number (424-163-805) and wait to be joined to the conference.

You will automatically be muted when joining the conference. To raise your hand or notify the call manager for attention, please dial *9 on your phone during the call. When appropriate the call manger will unmute your line and the system will notify you that you can now speak. Public comments may not apply to all items on the agenda.

To view the web presentation or listen to audio without participating, please visit <http://edc.texascitytx.gov>

You will then be redirected to the conference and given instructions to enable viewing. We ask that if you will be joining the telephone conference to speak, please mute your computer audio. When using telephone audio with computer audio on, a feedback loop can be created causing disruptive echoing or a loud static. Disruptive audio will cause your line to be muted by the call manager.

After the meeting, a recording of this meeting's audio will be made available to the public.

1. ROLL CALL
2. NEW BUSINESS
 - a. Consider and take action on Resolution No. 20-11, approving a business stimulus and retention grant.
3. UPDATES
4. BOARD COMMENTS
5. ADJOURNMENT

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON March 27, 2020, PRIOR TO 5:00 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

Texas City Economic Development Corporation

TCEDC Agenda

2. a.

Meeting Date: 03/31/2020

Submitted By: Justin Herter, City Attorney Office

Department: City Attorney Office

ACTION REQUEST (Brief Summary)

Consider and take action on Resolution No. 20-11, approving a business stimulus and retention grant.

BACKGROUND

The Mayor discovered Clear Lake Shores is doing an Emergency Business Retention Grant Program through its EDC. Working with Staff, we are presenting a version of a similar stimulus program allowed under Texas Local Government Code 501.101. As you will see in the attachments (which we will attach on Monday and send out to members), the amount of grant funds available to small businesses (under 50 employees) in Texas City could range from \$1,500 to \$25,000. We have several ways to promote the program. Special notices sent through the mail to all commercial water accounts (if provide email or phone numbers, can use that, also), chamber, Galveston Daily News, I-45 Now, 6th Street Membership roster, webpage, Facebook, marquees around town, and other sources. Applications would be due by Thursday, April 9 at noon and award could be provided as quickly at the 17th of April. We would like to have phase I and offer \$250,000. But we would like to have the TCEDC approve \$500,000 in case we need more in phase I or if we decide to do a phase II or more because of the number of applicants, ability to reach everyone in a timely manner, etc.

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

Resolution
Attachment
application
poster

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 20-11

A RESOLUTION AUTHORIZING THE BOARD CHAIRPERSON TO APPROVE A BUSINESS STIMULUS AND RETENTION GRANT; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, at a meeting of the Board of Directors of the Texas City Economic Development Corporation, duly held on March 31, 2020, a general discussion was held concerning the approval of a business stimulus and retention grant; and

WHEREAS, the Business Stimulus and Employee Retention Program (the "Program") is found by the Board of Directors of the Texas City Economic Development Corporation to be suitable for the retention of jobs during the state of emergency caused by COVID- 19; and

WHEREAS, Under Section 501.101 of the Texas Local Government Code, the Program will provide expenditures to qualified applicants whose business maintains a physical business address within the City limits of Texas City that is not based in a home or residence, generates sales tax revenues that benefit the City of Texas City, and has fifty (50) or fewer employees; and

WHEREAS, Qualified applicants will be eligible for grants paying up to two (2) months' salaries, rent, utilities, and other normal operating expenses up to a maximum of twenty- five thousand dollars (\$25,000.00); and

WHEREAS, the TCEDC Board, has funds available to create a fund of \$500,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION THAT:

SECTION 1: The TCEDC Board creates the Business Stimulus and Employee Retention Program with \$500,000.00 of funding to provide a grant assistance program.

SECTION 2: The TCEDC Board targets small businesses under 50 employees to be eligible for the grant.

SECTION 3: The TCEDC appoints the Mayor of the City of Texas City, the Chair of the TCEDC and the City Attorney as the Committee to determine appropriate funding for each applicant.

SECTION 4: The TCEDC Board sets criteria such as total annual taxable sales, total annual sales, and number of employees as guidelines, and other criteria the Committee deems appropriate to disburse the funds among eligible businesses.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 31st day of March 2020.

CHAIRMAN/PRESIDENT
Texas City Economic Development Corporation

ATTEST:

BOARD SECRETARY
Texas City Economic Development Corporation



TCEDC Emergency Business Stimulus & Retention Program

The Business Stimulus and Employee Retention Program (the “Program”) is found by the Board of Directors of the Texas City Economic Development Corporation to be suitable for the retention of jobs during the state of emergency caused by COVID-19. Under Section 501.101 of the Texas Local Government Code, the Program will provide expenditures to qualified applicants whose business maintains a physical business address within the City limits of Texas City that is not based in a home or residence, generates sales tax revenues that benefit the City of Texas City, and has fifty (50) or fewer employees. Qualified applicants will be eligible for grants paying up to two (2) months’ salaries, rent, utilities, and other normal operating expenses up to a maximum of twenty-five thousand dollars (\$25,000). The total funding for the Program shall be capped at Five Hundred Thousand dollars (\$500,000).

The following rules shall apply to the Program:

- a. First Round Applications must be submitted to the TCEDC Manager prior to 12:00 pm noon on Thursday, April 9.
- b. An applicant must be able to demonstrate that the COVID-19 emergency has had a significant, material, and negative impact on its revenues. Such impact may be forward-looking based on recent governmental restrictions on business operations.
- c. Must be able to provide a detailed summary of its anticipated uses for the funds based on historical operating data.
- d. A three-person committee comprised of the mayor and (1) EDC board member and the city attorney shall review and approve the applications.
- e. Grants will be awarded on or about Tuesday, April 14 and funded on or about Friday, April 17.
- f. The grant committee may apply other rules to an application in order to conform to State law.
- g. The grant committee has full authority to alter the criteria or amount provided to each applicant as long as the maximum expenditure by the TCEDC does not exceed \$500,000.



Texas City Economic Development Grant Application

In order to be considered for a grant, your business must be a “Qualified Applicant.” A qualified applicant is a business that was directly impacted by Governor Abbott’s Executive GA 08 issued on March 19, 2020 effective March 20, 2020 and/or Galveston County’s Order to Stay Home issued on March 23, 2020 and effective March 24, 2020. Additionally, an applicant must maintain a physical business address within the City limits of Texas City that is not based in a home or residence and has fifty (50) or fewer employees.

All applications and supporting documentation must be submitted no later than 12:00 p.m. on Thursday, April 9, 2020.

Business Information:

Name of Business: _____ TAX ID# _____

Address: _____ Date Opened: _____

Type of Business: Proprietorship Partnership Corporation LLC Cooperative

Contact Name: _____

Title: _____ Phone: _____

Email: _____ Website: _____

Please describe the services and/or products you provide:

*Number of Employees: _____

*Please provide a copy of your IRS Form 941 (Employers Federal Employee Tax Report for either the first quarter of 2020 or fourth quarter 2019)

Taxable Retail Sales:

1st Quarter 2019 _____ 2nd Quarter 2019 _____

3rd Quarter 2019 _____ 4th Quarter 2019 _____

1st Quarter 2020 _____

Total Retail Sales:

1st Quarter 2019 _____ 2nd Quarter 2019 _____

3rd Quarter 2019 _____ 4th Quarter 2019 _____

1st Quarter 2020 _____

**If your business was not open on January 1, 2020 please provide total taxable sales year to date for 2020 and total sales year to date.

Impact of COVID-19 on business (Please explain – if need additional space, please attach separate sheet):

Anticipated uses of grant funds (Please explain – if need additional space, please attach separate sheet):

I certify that I have examined this application and that the answers given, and the supporting information provided are true, correct and complete to the best of my knowledge. I understand that providing answers or supporting information that I know are not true, correct, and complete is grounds for disapproval of this application and may be a crime under Texas law.

Signature: _____ Title: _____

Date: _____

You must submit the application with supporting documentation to the Executive Director of Management Services by email at tcedcgrant@texascitytx.gov or by fax at (409) 643-5952.

The Texas City Economic Development Corporation reserves the right to deny any applicant for any reason. The awarding of monies is at the sole discretion of the Texas City Economic Development Corporation. The submission of an application does not guarantee that any monies will be awarded to the applicant.

Furthermore, the Texas City Economic Development Corporation reserves its right to recover any monies given to any applicant if it is later determined that any information provided was not true and correct.

The background of the top section features several stylized, dark blue coronavirus particles of varying sizes, scattered across a teal gradient background. The particles have a spherical core with numerous spike-like protrusions.

CORONAVIRUS
COVID-19

Texas City Economic Development Corporation

Emergency Business Stimulus & Employee Retention Program

Grants from \$1,500 to \$25,000 to qualified Texas City small businesses of 50 or fewer employees suffering from the Coronavirus pandemic.

Deadline for applications is Thursday, April 9 at noon.

For more information go to www.texascitytx.org or to receive an application by email contact the TCEDC at tcedc@texascitytx.gov

The Business Stimulus and Employee Retention Program (the “Program”) is found by the Board of Directors of the Texas City Economic Development Corporation to be suitable for the retention of jobs during the state of emergency caused by COVID-19. The Program will provide expenditures to qualified applicants whose business maintains a physical business address within the City limits of Texas City that is not based in a home or residence, and has fifty (50) or fewer employees. Qualified applicants will be eligible for grants paying up to two (2) months’ salaries, rent, utilities, and other normal operating expenses up to a maximum of twenty-five thousand dollars (\$25,000).