1. 5:30 P.M. Sinton4B Economic Development Board Meeting

Documents:

AGENDA.PDF
FINANCIAL STATEMENT.PDF
MINUTES.PDF
BIG GRANT IMPROVEMENT APPLICATION KRODRIGUEZ.PDF
AGENDA
CITY OF SINTON
SINTON 4B ECONOMIC DEVELOPMENT CORPORATION MEETING
DATE: October 17, 2023       TIME: 5:30 P.M.
CITY HALL

Notice is hereby given that the Sinton 4B Economic Development Corporation Meeting will be held on the 17th day of October 2023, at 5:30 p.m. in the Council Chambers, City Hall, 301 East Market Street, Sinton, Texas. The items below are placed on the agenda for discussion and/or action.

This notice is posted pursuant to the Texas Government Code, Chapter §551-Open Meeting.

A. CALL TO ORDER
B. ROLL CALL

Sinton 4B Economic Development Board Members

_____ Tim Rogers, Chairperson
_____ Anna Franklin
_____ Mary Speidel
_____ Edward Adams
_____ Gwen Duhart
_____ John Hobson, City Manager
_____ Desiree Voth, City Attorney
_____ Cathy Duhart, City Secretary

C. ACTION ITEMS TO BE CONSIDERED


2. Discussion and action on the minutes from the Sinton Economic Development Corporation 4B meeting held on May 17, 2022.

3. Discussion and action on a Business Improvement Grant for Façade, Sign and Property Improvement applied for by Kayla Rodriguez for building located at 102 E. Sinton St., Sinton, Texas. The legal description is: Lot 2 Block 44, Sinton Townsite.

4. Discussion and action on a request from the City of Sinton for funding for improvements at Speck Eakin Park.

D. ADJOURNMENT

Executive Session: The Sinton Economic (4B) Development City of Sinton reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on this agenda as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.086 (Deliberations, vote or final action about competitive matters of the public power utility), and 551.087 (Economic Development).

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the City of Sinton official website, www.sinton texas.org and official bulletin board, places convenient and readily accessible to the general
public at all times and said Notice was posted and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting, in compliance with Chapter 551, Texas Government Code.

Cathy Dupart, City Secretary

Notice of Assistance at the Public Meetings: The City Council Chamber is wheelchair accessible. Persons with special needs who plan to attend this meeting and who may need assistance should contact City Hall at 361-364-2381 two (2) days prior to the meetings so that appropriate arrangements can be made.
# Sinton Development 4B Revenue Financial Statement

10/01/22 - 08/31/23

<table>
<thead>
<tr>
<th>BEGINNING BALANCE:</th>
<th>$1,539,582.34</th>
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<tr>
<td>FUND REVENUE:</td>
<td></td>
</tr>
<tr>
<td>Sales Tax Receipts</td>
<td>$ 380,101.98</td>
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<tr>
<td>Interest Income</td>
<td>$ 1,161.47</td>
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<tr>
<td>TOTAL REVENUE:</td>
<td>$ 381,263.45</td>
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<td></td>
<td>$ 381,263.45</td>
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<tr>
<td>FUND EXPENDITURES:</td>
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<tr>
<td>Accounting Fees</td>
<td>$(22,000.00)</td>
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<tr>
<td>Utilities &amp; Monthly Services</td>
<td>$(2,300.30)</td>
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<tr>
<td>Repairs &amp; Supplies</td>
<td>$(4,657.16)</td>
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<td>Wire Sewer Project</td>
<td>$(35,648.00)</td>
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<td>TOTAL EXPENDITURES:</td>
<td>$(64,605.46)</td>
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<td>$(64,605.46)</td>
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<td>ENDING BALANCE:</td>
<td>$ 1,856,240.33</td>
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CITY OF SINTON  
SINTON 4B ECONOMIC DEVELOPMENT CORPORATION  
May 17, 2022  
5:45 p.m.  
City Hall  

Members Present:  
Tim Rogers  
Anna Franklin  
Mary Speidel  
Edward Adams  
Gwen Duhart  

Staff Present  
John Hobson  
City Manager  
Desiree Voth  
City Attorney  
Cathy Duhart  
City Secretary—Not Present  
Angela Montemayor  
Utility Clerk  

Citizens Present:  
The Sinton Economic Development Corporation 4B Meeting was called to order at 5:45 p.m. by Tim Rogers.  

Members Absent: none  

Action Items to be considered:  

Mr. Rogers asked if there were any questions or discussion regarding the 4B Financial Statement and there were none.  
The motion to approve the Sinton Economic Development Corporation 4B Financial Statement was made by Edward Adams. The second was made by Mary Speidel. The motion carried 5-0.  

2. Discussion and action on the minutes from the Sinton Economic Development Corporation 4B meeting held on April 19, 2022.  
The motion to approve the minutes was made by Mary Speidel. The second was made by Edward Adams. The motion passed.  

3. Action on a request of Sinton Little League for $20,992.49 for restroom repairs  
Presentation was made by a citizen regarding the restroom area for the Sinton Little League and advised they would appreciate the assistance in upgrading the facilities. Some discussion was made regarding: the timing of the repairs needed, what if the costs are higher than what is quoted, the enclosing of the restrooms and placing an air conditioner unit there, putting gates that can be locked so that the restrooms are not accessible and open at all times, putting up a new fence around the complex (SDI),  
The motion to accept the proposal from Torres Electric for the upgrading of the existing bathrooms in the amount of $20,992.49 was made by Edward Adams. The second was made by Anna Franklin. The motion passed 5-0.  
The motion to adjourn was made by Edward Adams. The second was made by Mary Speidel. Meeting adjourned at 5:50 p.m.  

Attest:  
City Secretary Cathy Duhart  

Chairperson
Memo

To: 4B Economic Development
From: John Hobson
Date: September 18, 2023
Re: Building Improvement Grant

Kayla Rodriguez applied for a Building Improvement Grant at 102 E. Sinton (Pawn Shop). She has applied for all three grants; Façade, Sign, and Property improvement.

The proposed work for the Property Improvement grant does not qualify.

The sign improvement grant qualifies and is eligible for reimbursement of $1,000 once the work is completed.

The façade improvement grant is eligible for reimbursement of $5,000 once the work is complete.
To: Sinton Economic Development Corporation

Kayla Ravae Rodriguez
Property Owner
102 E. Sinton St
Sinton TX 78387

Dear Sinton Economic Development Corporation,

My name is Kayla Rodriguez, and I am a proud 26-year-old Hispanic female who owns a building downtown. I wanted to take a moment to introduce myself and share my vision for creating a safe space where students and local business owners can come together to share their dreams and build a better future for our community.

My company will be dedicated to supporting local businesses by offering affordable workspace options for entrepreneurs and small business owners in the area. We believe that providing affordable office spaces for rent can be a great way to help these businesses establish and grow, contributing to the local economy and community.

I am applying for the business improvement grant program to ask for additional funds to help me restore a beautiful historical building in the central part of town. This building has been a significant landmark for our community for many years, but unfortunately, it has fallen into disrepair. With the grant money, I plan to restore the building to its former glory, and hopefully, attract more visitors to our town. The restoration will also provide job opportunities for local contractors and boost the local economy. I am excited about the potential impact this project can have on our community and look forward to making a positive difference.

Thank you for taking the time to consider my request. Together, I am confident that we can create a positive impact on our community and help local businesses thrive.

Best regards,

Kayla Rodriguez

God Bless.
ACKNOWLEDGMENT OF RECEIPT OF GUIDELINES AND CRITERIA FOR BUSINESS IMPROVEMENT GRANT PROGRAM BY THE SINTON ECONOMIC DEVELOPMENT CORPORATION

Applicant: Kayla Ramos Rodriguez

Address: 102. E. Sinton St Sinton Tx 78387

Phone Number: (361) 437-9192

Signature: [Signature]

Property Owner/Landlord: Kayla Ramos Rodriguez

Address: 102 E. Sinton St Sinton Tx 78387

Phone Number: 361-437-9192

Signature: [Signature]

**The acknowledgement page must be signed and returned to the Chairman. Please include photographs. Please retain the guidelines and criteria for your records.**
APPLICATION FOR BUSINESS IMPROVEMENT GRANT PROGRAM

I (We), hereinafter referred to as “APPLICANT”, on behalf of the identified entity, submit to the Sinton Economic Development Corporation, hereinafter referred to as “SEDC”, this application for consideration of a Business Improvement Grant under the provisions of the SEDC’s Business Improvement Grant Program.

As part of this application, APPLICANT represents to SEDC the following:

APPLICANT has received a copy of the SEDC’s Guidelines and Criteria for the Business Improvement Grant Program. APPLICANT acknowledges to SEDC that in making this application APPLICANT understands the terms and provisions thereof, and all questions relating to any needed interpretation thereof have been answered by authorized representatives of SEDC prior to the submission of this application.

APPLICANT has secured such legal, accounting, and/or other advice that may be necessary for APPLICANT to determine the desirability of making this application and/or accurately and correctly answering any questions as hereinafter set out. APPLICANT acknowledges that it has completely relied on the advice and counsel of experts and/or appropriate persons retained, employed, or compensated by APPLICANT, and that it has not relied upon, nor is APPLICANT now attempting to rely upon the advice and counsel of SEDC, its servants, agents, employees, and/or elected or appointed officers.

By signing this document, “Application for Business Improvement Grant” either in an individual capacity, jointly, or in a representative capacity, APPLICANT acknowledges and verifies that all of the facts, information, and allegations as herein set out are true, correct and accurate, and that SEDC may rely thereon as if the same had been signed by APPLICANT or APPLICANT’S agent before a Notary Public or other authorized officer permitted by law to administer oaths and to take acknowledgements. APPLICANT further acknowledges and understands that any materially false or misleading statements of fact may be considered a violation of the criminal laws of the State of Texas.

If APPLICANT is a corporate entity, APPLICANT swears and affirms that all applicable franchise taxes or other taxes paid for the privilege of conducting business have been fully paid, and that the APPLICANT is fully authorized to transact business in the State of Texas, and in the state of incorporation if different from the State of Texas. In addition, APPLICANT, whether a corporate entity, partnership, or other legal type business entity, or an individual, acknowledges and verifies that it is current on all current tax obligations, assessments, or other governmental levies and assessments, and that the same have paid when due and payable, and that no delinquencies exist at this time.

BUSINESS APPLICATION INFORMATION:

Business Entity Name: TBD: Kayla Rodriguez

Mailing address: 909 Avenue G, Sinton, TX 78387

Location in the City of Sinton for which the improvement is being requested.

Street Address: 108 E. Sinton St., Sinton, TX 78387
Other companies and locations owned and/or operated by the APPLICANT

Company Name: None

Street Address: ________________________________

City: ________________________________

1. Please attach a separate document providing a legal description of the property upon which the contemplated improvements will be located as Exhibit A.

2. New or existing business: ✔ New ☐ Existing

If new business, please provide approximate opening date: March 2024

If existing, please provide how long you have been in operation: ________________________________

New jobs: Full-time: _____ Part-time: _____

Existing # of jobs: _____ (if applicable) Full-time _____ Part-time _____

3. If leased facility, provide the following information (attach copy of current lease):

Current Landlord: Building Owner, Kayla B. Rodriguez

Address: 509 Avenue G, Sinton, TX 78387

Phone Number: (361) 437-9192

4. What other cities and/or buildings is the Applicant considering to establish a new business if this application is not approved: None

5. Proposed Improvements: (Include description, total estimated cost, start and completion date)

Sign Improvement: Replace, $4,750, start upon approval, completion December 2023

Facade Improvement: Restoration, $11,750, start upon approval, completion December 2023

Property Improvement: Face-lift, $22,000, start upon approval, completion December 2023 (Bids Attached)

A. Please furnish detailed drawings, plans, specifications, color schemes, or any other available supporting documents for proposed improvements and cost estimates as Exhibit B.
6. Additional Information:

Please provide any additional information regarding applicants funding request:

Contrators are insured and work is warranty work provided.

7. Project Financing:

Describe in detail project financing, amount of debt, terms of debt service, name of issuer of debt, etc. (if applicable).

Paid out of pocket.

Has financing been secured?

Yes ______ (Attach documentation) No ______

Pending ______ With whom? ________________________________

8. Please provide a copy of the State sales tax reporting form for the most current three (3) month period (if applicable).

9. Prior to applicants execution of this application, APPLICANT had this reviewed by an Attorney of the APPLICANT, or has had the opportunity to do so, and the parties hereto agree that based on the foregoing, this application for the business improvement grant program shall not be construed in favor of one party over the other based on the drafting of this application.

10. APPLICANT and owner/landlord indemnify, defend and hold SEDC and the City of Sinton harmless from any liability, injury, claim, expenses and attorney’s fees arising out of a contractor, builder or contract for performance of improvements, or repair to buildings and facilities.

11. SEDC has delivered a copy of the guidelines and criteria for a business improvement grant program to applicant for review, and the delivery hereof does not constitute an offer of an improvement grant.

12. The laws of the State of Texas shall govern the interpretation, validity, performance and enforcement of the application for business improvement grant program. If any provision of this application for business improvement grant program should be held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this application shall not be affected thereby.
VERIFICATION

I (We), the undersigned APPLICANT(S), certify that all the information furnished to the SEDC has been furnished freely by the APPLICANTS (S), herein, and further acknowledge that no rights or privileges may be relied on as a part of any application. In addition, it is acknowledged that the Sinton Economic Development Corporation may or may not grant a Business Improvement Grant based upon application or request hereunder purely as a matter of discretion, and that there is no legal right to rely on any previous actions taken in same or similar applications, or previous actions taken on other applications concerning the same or similar property.

Signed and submitted to the Sinton Economic Development Corporation on this, the 14 day of September, 20 23.

Applicant Kayla R. Rodriguez Signature

Address 509 Avenue G, Sinton, TX 78387

Property Owner Kayla R. Rodriguez Signature

Address 509 Avenue G, Sinton, TX 78387

The State of Texas
County of San Patricio

Before me, the undersigned authority, on this day personally appeared
Kayla Rodriguez known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me and that they executed the same for the purposes therein expressed.

Notary Public in and for the State of Texas My Commission

Expires: 12-15-2024

The State of Texas
County of San Patricio

Before me, the undersigned authority, on this day personally appeared
Kayla Rodriguez known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me and that they executed the same for the purposes therein expressed.

Notary Public in and for the State of Texas My Commission

Expires: 06-27-25
As a part of this application, the following documentation is being provided by the applicant, if applicable:

- Establishment of business entity name (copy of Articles of Incorporation, dba, etc.)
- Copy of lease agreement (if applicable)
- Legal description of subject property (Exhibit A)
- Estimates of proposed improvements (Exhibit B)
- Documentation of approved financing (if applicable)
- State sales tax reporting form for most current three month period (if applicable)
- W-9; Request for Taxpayer Identification Number and Certification
- Signed Acknowledgement of Receipt of Guidelines
- Signed Verification Statement
- Signed Addendum
DOWNTOWN BUSINESS IMPROVEMENT GRANT PROGRAM ADDENDUM

If Applicant is a Tenant:

If I, as Applicant, am a tenant leasing the property described in the Grant Application to which this Addendum is attached, then as further consideration for the award of any such grant for Sign Improvements, or Building Facade Improvements, of this property, I hereby transfer, sell and convey to my landlord any and all of my interest in the equipment or materials purchased and installed with all, or any portion, of such grant. I agree that any and all of said equipment or materials purchased in part or in whole with such grant funds shall become attached and affixed to the property (in accordance with the approved installation specifications) so as to become a fixture and may not be removed by me upon the termination of my tenancy. I agree not to remove any such equipment or materials and the removal of same may be a criminal act for which I may be prosecuted.

If Applicant is the Property Owner:

If I, as Applicant, am the owner of the property described in the Grant Application to which this Addendum is attached, then as further consideration for the award of any such grant for Sign or Building Façade Improvements of this property, I agree that such equipment or materials, upon attachment to the property (in accordance with the approved installation specifications), becomes a fixture and all of such equipment and materials shall remain attached to the property upon the conveyance of the real property to a Third Party.

[Signatures and dates]

Applicant’s Signature

Name Printed

Date

Applicant’s Signature

Name Printed

Date
TAX INFORMATION DISCLOSURE

Date: June 22, 2023

GF #: 23-06055

Seller: Free CC, LLC

Purchaser/Borrower: Roland Pedro Rodriguez Jr. and Kayla Ravae Rodriguez

Property:

Lot Two (2), Block Forty Four (44), City of Sinton in San Patricio County, Texas, including One-Half (1/2) Interest in Party Wall as now construed on the line between said Lot Two (2) and Lot Three (3), Block Forty Four (44), being adjoining lots, as well as One-Half (1/2) Interest in the stairway running up between said Lots Two (2) and Three (3), Block Forty Four (44), City of Sinton in San Patricio County, Texas.

Based upon information furnished by local taxing authorities, the taxes on the above described property have been paid through the year 2022 and

Any proration of taxes made in connection with this transaction is based on tax information from the prior year and does not reflect the tax status of the property for the current year.

It is understood and agreed that Northshore Title, Inc. as closing agent, has informed both the Purchaser and Seller of the above facts, and Purchaser and Seller agree to hold Northshore Title, Inc. harmless from any taxes due because of tax supplements, agriculture/timber rollbacks due to change in land usage; tax exemptions; differences due to split-out for the current year or subsequent years; any taxes due on personal property, inventory or mobile homes situated on said property; and mistakes made to closing based on verbal tax information. It is expressly agreed and understood that if, for any of the above checked reasons, the proper amount of taxes are not collected at closing or the proper amount of taxes are not prorated, Northshore Title, Inc. retains the right to issue its policy of title insurance subject to any taxes due.

THE UNDERSIGNED HAVE BEEN INFORMED BY NORTHSHERE TITLE, INC. THAT IT IS THE UNDERSIGNED'S SOLE RESPONSIBILITY TO NOTIFY THE APPROPRIATE TAXING JURISDICTIONS THAT THE ABOVE PROPERTY HAS BEEN TRANSFERRED AND THAT IT IS THE PURCHASER'S SOLE RESPONSIBILITY TO PAY ALL TAXES FOR THE YEAR 2023 AND FILE ALL NECESSARY TAX EXEMPTIONS.

By signature herein, the undersigned state that they understand this Disclosure and have received a copy of the same at closing.

We hereby acknowledge and accept the above agreement.

PURCHASER

Roland Pedro Rodriguez Jr.

Kayla Ravae Rodriguez

SELLER

FREE CC, LLC, a Texas Limited Liability Company

By:

Zachary Kay, Member
July 5, 2023

Roland Pedro Rodriguez, Jr., and Kayla Ravae Rodriguez
509 Avenue G
Sinton, TX 78387

Re: Our GF No: 23-0605S
    Policy No: 2744243-230339680
    Property: SINTON TOWNSITE, Block 44, Lot 2, City of Sinton, San Patricio County, Texas

Dear Mr. and Ms. Rodriguez:

In regards to the above referenced transaction, we enclose herewith your Owner's Title Policy. You should have already received your recorded Warranty Deed from the County Clerk's office.

We now have a permanent file on the subject property, therefore being in a position to provide prompt service should you decide to sell or obtain a mortgage.

We greatly appreciate your business. If we can be of service to you in the future, please do not hesitate to call.

Cordially yours,

NORTHSHORE TITLE, INC.

[Signature]
Dru East
Escrow Officer
Policy Department

Enclosures: As stated above.
Triple R Maintenance

361-694-2167
TripleRMaintenance@outlook.com

To: Restoration Project
Kayla Rodriguez
102 E. Sinton St
Sinton, TX 78387
361-437-9192
Click here to enter text.

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<th>JOB</th>
<th>Start Date</th>
<th>Payment terms</th>
<th>DUE</th>
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</thead>
<tbody>
<tr>
<td>Property Improvement</td>
<td>Upon Approval</td>
<td>Due on receipt</td>
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</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Line total</th>
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<tbody>
<tr>
<td>Divert water that is pooling against or leaking into a property away from the building itself so that it can be safely drained away</td>
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<tr>
<td>Installing French drain system to push water away from building</td>
<td>1400</td>
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<tr>
<td>Move ground elevation Preventive Maintenance</td>
<td>350</td>
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<tr>
<td>Install Exterior Lighting</td>
<td>250</td>
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<tr>
<td>Ground Maintenance in rear and side of building and around the neighboring building, weed removal and minor landscaping</td>
<td>200</td>
</tr>
<tr>
<td></td>
<td>2200.00</td>
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Quotation prepared by: Triple R Maintenance
Please note that prices may change during your project, but the building owner's approval is required for any work.

To accept this quotation, sign here and return: __________________________

Thank you for your business!
To: Restoration Project  
Kayla Rodriguez  
102 E. Sinton St  
Sinton, TX 78387  
361-437-9192  
Click here to enter text.

<table>
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<tr>
<td>Sign improvement</td>
<td>Upon Approval</td>
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<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Remove existing sign: Labor</td>
<td>500</td>
</tr>
<tr>
<td>Crane Fee</td>
<td>2500</td>
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<tr>
<td>Installation of new sign</td>
<td>1500</td>
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<td>Electrical LED installation, as needed</td>
<td>250</td>
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<tr>
<td></td>
<td><strong>4750.00</strong></td>
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Quotation prepared by: Triple R Maintenance
Please note that prices may change during your project, but the building owner's approval is required for any work.

To accept this quotation, sign here and return:  

Thank you for your business!
## Triple R Maintenance

361-694-2167  
TripleRMaintenance@outlook.com

To: Restoration Project  
Kayla Rodriguez

102 E. Sinton St  
Sinton, TX 78387  
361-437-9192  
Click here to enter text.

### QUOTE

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</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Line total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation of Commercial Store front Sidelites</td>
<td>550</td>
</tr>
<tr>
<td>Restore original door frame and front door hardware</td>
<td>1200</td>
</tr>
<tr>
<td>Restore the frame of the windows on the front of the building</td>
<td>1500</td>
</tr>
<tr>
<td>Installation of Box style gutters</td>
<td>1300</td>
</tr>
<tr>
<td>Fabricate and Install cornices Styles to match existing on the face of building</td>
<td>400</td>
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<tr>
<td>Exterior Prime and Paint</td>
<td>3500</td>
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<tr>
<td>Remove existing and Installation of commercial Awning</td>
<td>2200</td>
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<td>Pressure wash Face of building</td>
<td>750</td>
</tr>
<tr>
<td>Remove and Install front Stair entry door</td>
<td>350</td>
</tr>
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11,750.00

Quotation prepared by: Triple R Maintenance  
Please note that prices may change during your project, but the building owner’s approval is required for any work.

To accept this quotation, sign here and return: ____________________________

Thank you for your business!