

**REGULAR MEETING OF THE
CITY OF ALVARADO ECONOMIC DEVELOPMENT CORPORATION BOARD
104 W. COLLEGE
JULY 22, 2024
6:30 PM
AGENDA**

The Alvarado EDC Board of Directors will meet on Monday, July 22, 2024 at 6:30 p.m. in the Council Chambers at City Hall for the following agenda items.

CALL TO ORDER

- Roll Call

INVOCATION

PLEDGE OF ALLEGIANCE

OATH OF OFFICE

CITIZEN PARTICIPATION AND PUBLIC INPUT:

This is an opportunity for citizens to address the convened board of this meeting on any matter. The presiding officer may ask for the citizen to hold their comment on an agenda item until that agenda item is reached. Any response from a member of the convened Board to comments related to items not on the agenda is limited to a statement of specific factual information, a recitation of existing policy, or direction to staff to place the subject on the agenda for a future meeting.

BOARD COMMENTS:

Pursuant to LGC Section 551.0415, board members may make a report about items of Community interest during a meeting of the governing body without having given notice of the report. Items of community interest may include, but not necessarily limited to any of the following:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of the person's public office of public employment is not an honorary or salutary recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

CONSENT AGENDA:

- i. Consideration and action to approve the 5/16/2024, AEDC board meeting minutes.
- ii. Consideration and action to approve the meeting minutes of the 04/25/2024 meeting between the City of Alvarado City Council, the EDC Board, and the P&Z Commission.
- iii. Consideration and action to approve the meeting minutes of the 06/10/2024 meeting between the City of Alvarado City Council, the EDC Board, and the P&Z Commission.

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NEW BUSINESS:

- iv. Summary of Financial Report for Q2 FY 2023/2024
- v. Consideration and action to approve AEDC's Regular Board Meeting Schedule
- vi. Consideration and action to approve the Alvarado Storefront Improvement Grant Program.

EXECUTIVE SESSION:

EXECUTIVE SESSION: Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the City Council may convene in executive session to deliberate regarding the following matters:

§ 551.071. Consultation with Attorney. The AEDC board of directors may conduct a private consultation with its attorney when the board seeks advice from its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551. Tonight, any item on the agenda may be discussed.

§ 551.072: Deliberation regarding real property. The Board may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property. Tonight, the following properties will be discussed: a) Project HWY 67 2024 A; b) Project Downtown 2024 A; and d) Project South Parkway 2024 A.

§ 551.087. Deliberation regarding economic development negotiations. The Board may convene in Executive Session to discuss or deliberate regarding commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay, or expand in or near the city and with which the city is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect as described above.

- Project Meatball.

ADJOURN

ACCESSIBILITY STATEMENT

The Alvarado City Hall and Council Chamber are wheelchair accessible. The exit and parking ramps are located in the front of the building. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at 817-790-3351, FAX: 817-783-7925, e-mail: wallsb@cityofalvarado.org Please call at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

NON-DISCRIMINATION STATEMENT

The City of Alvarado does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services.

I, the undersigned authority, do hereby certify that the above Agenda was posted on the bulletin board in the City Hall of the City of Alvarado, Texas, a place convenient and readily accessible to the general public at all times, and said Agenda was posted on July 19, 2024 at 6:30 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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Hillary Cromer
Economic Development Director

Alvarado Economic Development Corporation
County of Johnson
State of Texas
5/16/2024
City Council Minutes.

The Alvarado Economic Development Corporation met in Special Called Meeting on Thursday, May 16, at 10:00 a.m. The following were present for roll call:

Name	Title	Present	Absent	Excused
Tom Durlington	Place 1	X		
Martin Douglas	Place 2	X		
Robert Brake	Place 3	X		
Jameye Jones	Place 4	X		
Jerry Pritchard	Place 5	X		
Cherry Bryant	Place 6	X		
Larry Pool	Place 7		X	

Others Present:

Hillary Cromer
Elizabeth Yelverton

Economic Development Director
Attorney

CALL TO ORDER

President Douglas called the meeting to order at 10 a.m.

INVOCATION

Marty Douglas gave the invocation.

PUBLIC COMMENTS

No comments were made by the public.

BOARD COMMENTS

No comments were made by the board of directors.

CONSENT AGENDA

i. Consideration and action to approve the April 23, 2024, AEDC board meeting minutes.

Motion was made by Tom Durlington to approve the consent agenda and seconded by Cherry Bryant. This motion supported 6 votes in approval and 0 votes opposed. Motion carried.

NEW BUSINESS

ii. Public hearing, consideration and action to recommend that City Council approve the 380 agreement between the City of Alvarado, AEDC, and Atwoods Distributing, LP.

President Douglas opened the public hearing at 10:10 a.m.

During the public hearing, Robert Brake and Jerry Pritchard made it clear that while they are both in support of the project itself, they would like, in the future, for the City of Alvarado to participate more extensively with future agreements. The reason this was brought up was because the Director, Hillary Cromer, asked for the entire sales tax rebate of \$400,000 to be funded by the EDC fund instead of splitting it between the City's EDC and General fund.

No comments were made by the public.

President Douglas closed the public hearing at 10:32 a.m.

Motion was made by Robert Brake to approve, and recommend that City Council approve the 380 Agreement between the City of Alvarado, AEDC, and Atwood Distributing, LP for the development of an Atwoods Ranch & Home retail store on the property located at 1011 N. Cummings Drive and to include a 50% annual sales tax rebate, with a maximum of \$400,000, over a period of five years—whichever milestone is reached first—and that the entire amount rebated be funded by the EDC fund. Jerry Pritchard seconded the motion. This motion supported 6 votes in approval and 0 votes opposed. Motion carried.

ADJOURNMENT

There being no further business, President Douglas adjourned the meeting at 10:33 a.m.

Passed and approved this the _____ day of _____, 2024.

President Marty Douglas

Respectfully Submitted,

Hillary Cromer, Economic Development Director

**COMBINED MEETING OF THE
CITY OF ALVARADO CITY COUNCIL, ECONOMIC DEVELOPMENT
CORPORATION BOARD AND THE PLANNING & ZONING COMMISSION
104 W. COLLEGE
APRIL 25, 2024
6:30 PM**

MINUTES

The City of Alvarado City Council, the Economic Development Corporation Board, and the City of Planning and Zoning Commission met in a Special Called Workshop session on Thursday, April 25, 2024, at 6:30 p.m. in the Council Chambers at City Hall for the following agenda items:

Members Present:

City Council	EDC Board	P&Z Commission
Jacob Wheat	Jameye Jones	Ryan Bannister
Lydia Moon	Martin Douglas	Kelly Richardson
Cherry Bryant	Larry Pool	Barbara Fuller
Beverly Short	Jerry Pritchard	
Kevin Thomas	Robert Brake	

Others Present:

Paul DeBuff – City Manager
Beth Walls – City Secretary
Jessica Hill – Deputy City Secretary
Donielle Suber – Administrative Services Director
Hillary Cromer – Director of Economic Development/Downtown Revitalization
Justin French – Community Development Director
Laura Cox – Chief Financial Officer
Paula Hardison – Finance Director
Teddy May – Police Chief
Ben Moore – Asst. Police Chief
Brad Hargrove – Asst. Fire Chief
Adam Sharp – Fire Marshal
Michael Dwiggin – Public Works Director
Paula Lanier – Utility and Permitting Administrator
Mikaela Hall – Communications Manager
Bradley Anderle – City Attorney

Mayor Jacob Wheat called the meeting to order at 6:27 p.m. Marty Douglas gave the invocation.

Mayor Jacob Wheat spoke about the Open Meetings Act and social media. When acting in an official capacity on a social media platform, the post and all comments are considered an office record of the city and will need to be preserved.

INDIVIDUAL INTRODUCTIONS

FACILITATOR INTRODUCTIONS

Alexis Jackson with Civic Connection Group

SWOT EXERCISE

Strengths, weaknesses, opportunities, and threats were discussed.

STAFF PRESENTATION

City Manager spoke about future code enforcement efforts and prioritizing the downtown square.

WRAP UP/NEXT STEPS

There being no further business, Mayor Jacob Wheat adjourned the meeting at 8:29 p.m.

Passed and approved this the 20th day of May, 2024.

Martin Douglas, Board President

Respectfully Submitted,

Beth A Walls, City Secretary/HRD

**COMBINED MEETING OF THE
CITY OF ALVARADO CITY COUNCIL, ECONOMIC DEVELOPMENT
CORPORATION BOARD AND THE PLANNING & ZONING COMMISSION
104 W. COLLEGE
JUNE 10, 2024
6:30 PM**

MINUTES

The City of Alvarado City Council, the Economic Development Corporation Board, and the City of Planning and Zoning Commission met in a Special Called Workshop session on Monday, June 10, 2024, at 6:30 p.m. in the Council Chambers at City Hall for the following agenda items:

Members Present:

City Council	EDC Board	P&Z Commission
Jacob Wheat	Jameye Jones	Ryan Bannister
Lydia Moon	Larry Pool	Kelly Richardson
Cherry Bryant	Jerry Pritchard	Barbara Fuller
Beverly Short	Tom Durrington	
Kevin Thomas		
Carrie Keeton		

Others Present:

Paul DeBuff – City Manager
Beth Walls – City Secretary
Donielle Suber – Administrative Services Director
Hillary Cromer – Director of Economic Development/Downtown Revitalization
Justin French – Community Development Director
Laura Cox – Chief Financial Officer
Teddy May – Police Chief
Ben Moore – Asst. Police Chief
John Rodgers – Fire Chief
Brad Hargrove – Asst. Fire Chief
Adam Sharp – Fire Marshal
Michael Dwiggin – Public Works Director
Mikaela Hall – Communications Manager
Lexie Beaird – Code Compliance Officer
Bradley Anderle – City Attorney

Mayor Jacob Wheat called the meeting to order at 6:40 p.m. and gave the invocation.

PLEDGE OF ALLEGIANCE

FACILITATOR PRESENTATIONS

Alexis Jackson with Civic Connection Group

- a. Recap discussion points from April 25, 2024 Visioning Workshop
- b. Request guidance on what type of projects to incentivize

STAFF PRESENTATION

- a. Request guidance on the following topics:
 - Multi-family developments
 - Septic versus city sewer
 - RV parks
 - RV/boats storage
 - Permit prices for public events

There being no further business, Mayor Jacob Wheat adjourned the meeting at 8:40 p.m.

Passed and approved this the 15th day of July, 2024.

Martin Douglas, Board President

Respectfully Submitted,

Hillary Cromer, Economic Development Director

CITY OF ALVARADO
ALVARADO ECONOMIC DEVELOPMENT CORPORATION FUND
FY2024 2nd QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2022-23 ACTUAL PRIOR YEAR*	FY 2023-24 REVISED BUDGET	FY 2023-24 ACTUAL YTD	ACTUAL YTD as a % of Budget
Operating revenues:				
Sales taxes	388,866	421,670	201,136	47.7%
Interest earnings and miscellaneous	55,101	50,000	32,344	64.7%
Total Operating Revenues:	443,967	471,670	233,480	49.5%
Operating expenses:				
Personnel costs	21	78,000	9,841	12.6%
Contractual services	3,665	4,940	15,774	319.3%
General services	-	-	1,084	100.0%
Maintenance	-	500	3,033	606.6%
Capital outlay	-	-	-	100.0%
Other expenses:				100.0%
Projects	-	370,090	-	0.0%
Administrative costs	37,000	18,140	9,070	50.0%
Total Operating Expenses:	40,686	471,670	38,802	8.2%
 Net Change in Fund Balance	 403,281	 -	 194,678	
 Fund Balance at Beginning of Year	 3,106,504	 3,509,785	 3,509,785	
Fund Balance at End of Year	3,509,785	3,509,785	3,704,463	

* Unaudited - information subject to change



AEDC Board Meeting Management Report

Meeting Date: July 22, 2024

Contact: Hillary Cromer

AGENDA ITEM: Consideration and action to approve AEDC's Regular Board Meeting Schedule

BACKGROUND AND FINDINGS:

According to Section 2.04 of the Amended and Restated Alvarado Economic Development Corporation Bylaws, the Board is required to hold regular public meetings on dates determined by the Board. Considering this, the City Attorney has advised that the Board establish a regular meeting schedule.

During the May 16, 2024, board meeting Work Session, members proposed holding regular board meetings on a quarterly basis. Staff recommends that, beginning in 2025, these meetings be scheduled on the 4th Monday of January, April, July, and October.

If this proposal is approved, the regular meeting dates, beginning in 2025, will be as follows:

- Monday, January 27, 2025
- Monday, April 28, 2025
- Monday, July 28, 2025
- Monday, October 27, 2025

Notably, none of these dates coincide with major holidays, and special meetings may be scheduled in between regularly scheduled meetings on an as needed basis.

STAFF RECOMMENDATION

Staff recommends that the board of directors approve holding regular meetings on the 4th Monday of January, April, July, and October beginning in 2025.

ATTACHMENTS:

Bylaws



AEDC Board Meeting Management Report

Meeting Date: July 22, 2024

Contact: Hillary Cromer

AGENDA ITEM: Consideration and action to approve the Alvarado Storefront Improvement Grant Program and Guidelines.

BACKGROUND AND FINDINGS:

Alvarado EDC staff is proposing the Storefront Improvement Grant Program, to be funded by the Alvarado Economic Development Corporation (AEDC), to provide technical and financial assistance to property owners or business tenants aiming to renovate or restore their existing commercial businesses. Eligible businesses must have been operating within the city for at least the last twelve (12) months.

The program's objectives include:

- Enhancing the exterior appearance and visibility of commercial properties.
- Improving the overall presentation of businesses.
- Supporting the revitalization of properties in need of aesthetic upgrades.

Eligible Improvements:

- Structural or life/fire safety upgrades;
- Adding brick/masonry repair and/or cleaning of the same;
- Indoor/Outdoor lighting;
- Facade repair/remodel/upgrades;
- Painting;
- Door/Window replacement;
- Enhanced exterior signage;
- Landscaping enhancements;
- Parking improvements; and
- Monument signage.

The grant will provide a 50% matching contribution of up to \$25,000 for approved improvements. AEDC staff will assist applicants during the conceptual stage at no cost. Applicants must hire licensed architects and contractors for detailed design and implementation.

Eligibility Criteria:

- Commercial property owners or tenants operating in Alvarado for at least twelve (12) months.
- Written approval from property owners for tenants.
- Removal of nonconforming signage.

- Up-to-date on all municipal taxes and free of city liens or code violations.
- Compliance with all state and local laws and regulations.

Application and Implementation Process:

1. Initial project discussions with the Director of Economic Development.
2. Design review and approval by staff.
3. Obtain necessary permits and begin construction.
4. Complete improvements within specified timeframes.
5. Reimbursement upon satisfactory completion and verification of improvements.

STAFF RECOMMENDATION

Staff recommends that the AEDC board of directors approve the proposed Storefront Improvement Grant Program and authorize staff to administer it pursuant to the accompanying guidelines to include a matching grant, offering up to 50% of project costs, with a maximum grant amount of \$25,000.

ATTACHMENTS:

Storefront Improvement Grant Program Guidelines and Application



Storefront Improvement Grant Program

Guidelines and Application

July 22, 2024

Please return completed application with necessary attachments and signature to:

City of Avarado
Economic Development Corporation
104 West College Street
Alvarado, TX 76009

If you have any application questions, please contact the Director of Economic Development at (817) 790-3351, extension 123 or email at crmerh@cityofalvarado.org

Alvarado Storefront Improvement Grant Program

Guidelines and Application

A. INTRODUCTION

The City of Alvarado has established the Storefront Improvement Grant Program (the "GRANT"), which will provide technical and financial assistance to property owners or business tenants seeking to renovate or restore existing commercial businesses, who have been operating for at least the last twelve (12) months, within the City of Alvarado (the "City"). The program is funded by the Alvarado Economic Development Corporation (AEDC).

The following items are eligible for improvement funds:

- Structural or life/fire safety upgrades;
- Adding brick/masonry, repair, and/or cleaning of the same;
- Indoor/outdoor lighting;
- Facade repair/remodel/upgrades;
- Painting;
- Door/window replacement;
- Enhanced exterior signage;
- Landscaping enhancements;
- Parking improvements; and
- Monument Signage.

Grant funds are designated to impact properties in need of revitalization, resulting in an improved exterior, visibility, and presentation of a business. The funds are not designed to subsidize corrections to building code violations that prolong the life of a commercial property.

GRANT will provide a fifty percent (50%) matching grant of up to twenty-five thousand dollars (\$25,000) for the funding of well-designed improvements which will coordinate all the important features of the storefront into a more attractive image while creating, if necessary, an accessible entrance for the public. This may include the restoration of architectural details, better windows and doors, and/or well-proportioned signage and lighting. AEDC staff will be available to help applicants through the conceptual stage at no cost. Applicants, however, will be responsible for hiring licensed architects and contractors to refine any conceptual design.

B. DEFINITIONS

The following definitions shall apply to the terms used in these guidelines:

Applicant: the property owner or business occupant signing the application for a Storefront Improvement Grant.

Construction Costs: the cost of permits, fees, construction materials, and

installation labor. All other associated costs are deemed excluded, including, but not limited to the following: design, construction document preparation, bidding, sweat equity, and construction financing expenses.

DRC: the City's Development Review Committee.

Eligible Enhancements: the improvements identified as eligible in Section C of these guidelines.

Well-designed improvements: Enhancements that are thoughtfully planned and executed to elevate both the functionality and aesthetic appeal of the storefront.

Sweat Equity: the non-monetary investment that individuals contribute to a project through their time, effort, and labor, rather than financial contributions.

Facade: the portion of the building parallel to the primary right-of-way as determined by City.

AEDC: the Alvarado Economic Development Corporation.

Notice to Proceed: a written notice from City Staff authorizing the Applicant to begin construction as approved by the City.

Property: the physical lot and/or building to which improvements are being made.

Staff: the City Manager or their designee(s).

C. ELIGIBILITY CRITERIA

The following criteria must be met for participation in GRANT:

- a. Applicant must be commercial property owners or commercial tenants located in the City for at least the last twelve (12) months;
- b. Tenants must have written approval from property owners to participate in program;
- c. Nonconforming signage on property, if applicable, must be permanently removed as part of the improvement;
- d. Applicant must be up to date on all municipal taxes prior to participation in the program;
- e. Applicant must not have any City liens or code violations filed against any property owned by Applicant, including but not limited to, weed liens, demolition liens, board-up/open structure liens and/or paying liens;
- f. Applicant must comply with all State and local laws and regulations pertaining to licensing, permits, building code, and zoning requirements;
- g. Applicant must acknowledge that the overall objective of the GRANT is to

improve the exterior, visibility, and presentation of a property; the AEDC has the discretion to decline an application while suggesting enhancements that would enable future acceptance.

- h. The following businesses are ineligible for grant funds: non-profits, government offices, residences, home businesses, and sexually-oriented businesses.

D. DESIGN PRINCIPLES AND GUIDELINES

Improvements to be funded by the program must be compatible with the character and architecture of the individual building as well as meet City standards with regards to the latest construction and design trends. Buildings with significant architectural qualities are strongly encouraged to restore and maintain these features. Improvements for buildings without such architectural features should still be carefully considered and be seen as an opportunity to substantially enhance the appearance of the buildings and their streetscapes.

a. Eligible Facade/Signage Improvements:

- i. Restoration of details in historically contributing or significant buildings and removal of elements which cover architectural details;
- ii. Window replacement and window framing visible from the street, to be appropriately scaled to the building;
- iii. Visually appealing and appropriate City-approved signage, including monument signage, electronic message boards, and other signage as specified in the City's codes;
- iv. Lighting which is visually appealing and appropriately illuminates signage, storefront window displays, and recessed areas of a Facade;
- v. Awnings or canopies that are both functional and/or visually appealing;
- vi. Curbing, irrigation, approved trees, landscaping beds, or other landscaping features where appropriate;
- vii. Cleaning, repainting, or residing of building;
- viii. Resurfacing of parking lots visible from street;
- ix. New storefront construction, provided that said construction is appropriately scaled within an existing building;
- x. Removal of architectural barriers to public accessibility;
- xi. Replacement or repair of the portions of a roof that are visible from an adjacent public street;
- xii. Replacement or repair of existing gutters and/or downspouts.
- xiii. Installation of new sidewalks and/or the replacement or repair of existing sidewalks;
- xiv. New patios with outdoor dining/seating; and

- xv. Other improvements (approved on a case-by-case basis if they meet the objectives of the Program).

b. Ineligible Improvements/Expenses:

- i. Interior improvements;
- ii. The addition of playground or recreational equipment;
- iii. Structural changes;
- iv. Burglar bars;
- v. Security/alarm system;
- vi. "Sweat equity";
- vii. New commercial construction;
- viii. Benches/porch swings;
- ix. Umbrellas;
- x. Gazebos;
- xi. Trellises;
- xii. Architectural, survey or other professional fees;
- xiii. Asbestos testing, removal, abatement, or remediation;
- xiv. Improvements for which insurance monies are received; and
- xv. Outline lighting.

c. Prior Improvements

Any permits, alterations, or improvements pertaining to or relating to the GRANT application made prior to receiving a "Notice to Proceed" are not eligible for reimbursement.

d. Alterations

Applicant must agree not to change or alter the improved Facade without prior written approval from the City for three (3) years from the date of grant payment.

E. PROGRAM ASSISTANCE

a. Financial Assistance

GRANT reimburses Applicant fifty percent (50%) of total project costs, up to a \$25,000 maximum match for Storefront improvements.

Applicant's match may be in the form of other financial aid (grant or loan) received from other agencies. The GRANT will only provide reimbursement after the Applicant has paid their architect, contractor, and vendor(s) in full and after the project is determined to have been completed in accordance with the contract between the AEDC and Applicant.

F. PROCEDURES

All prospective applicants must follow the procedures in the order outlined below.

- a. Applicant meets with Director of Economic Development for initial project discussions and files an application.
- b. Applicant meets with Staff to discuss building program and design alternatives.
- c. Applicant's architect prepares final design drawings and submits them to Staff for review and approval.
- d. The proposed project will be presented to the DRC for review followed by review by the City Manager.
- e. Staff issues applicant a "Notice to Proceed" and fully executed Storefront Improvement Grant Program Agreement. **Any work completed prior to receiving the "Notice to Proceed" will not be reimbursed.**
- f. Applicant has ninety (90) days from the date the Notice to Proceed is sent to begin implementation of approved improvements. Applicant must provide Staff with copies of all building permits and certifications received from improvement project.
- g. Applicant must complete improvements within six (6) months of receiving a Notice to Proceed. If additional time is required to complete the project, the Applicant must request an extension and provide Staff with a reason as to why more time is needed. The extension may not exceed six (6) months.
- h. Contractor constructs project improvements as specified in the final design. Any changes to the approved design must be approved by Staff.
- i. Applicant notifies Staff once project is completed.
- j. Staff certifies the improvements comply with the final drawings and specifications.
- k. Applicant must submit copies of all paid invoices to the Economic Development Director, who then submits a request for reimbursement check.
- l. If the application is denied, the Applicant will not be allowed to reapply to the Program for one hundred and eighty (180) days from the original application date.

The City and/or AEDC reserve the right to adjust conditions and parameters outlined in these guidelines if the need arises.

G. TERMINATION

The AEDC and/or City of Alvarado may terminate an agreement under the GRANT if a participant is found to be in violation of any conditions set forth in these guidelines or if the project has been started prior to the execution of a Storefront Improvement Program Agreement with the AEDC and the receipt of a Notice to Proceed from the City.

Alvarado Economic Development Corporation
Storefront Improvement Grant Program Application

Please return the completed application with necessary attachments and signature to Alvarado Economic Development Office, 104 West College Street, Alvarado TX 76009. If you have any application questions, please contact the Director of Economic Development Director at (817) 790-3351, extension 123 or email at crumerh@cityofalvarado.org

Applicant Name:	Date
Business Name:	
Mailing Address:	
Contact Phone:	
Email Address:	
Building Owner (if different than applicant):	
Historical/Current Building Name:	
Project Site/Address:	

Type of Work: (check all that apply)

Facade ☐ Landscaping ☐ Signage ☐ Awnings ☐
 ☐ Parking & Driveways ☐ ☐ Pedestrian Amenities

Details of Planned Improvements relating Grant Request (attach additional information if necessary)

How will this project benefit the community?

Project Expenditures	Estimated Costs	Grant Requested
Facade / Building Rehab		
Signage / Lighting		
Landscaping		
Parking / Driveways		
Awnings		
Pedestrian Amenities		
Total		

TOTAL COST OF PROPOSED PROJECT \$ _____

TOTAL GRANT REQUEST
(May not exceed 50% of TOTAL COST up to \$25,000) \$ _____

Attach with final design drawings and photographs of building's exterior Facade.

Applicant Signature *Date*

Property Owner Signature *Date*